Annual General Meeting

Saturday October 25th 2014 at Nottinghamshire County Cricket Club, Boundary’s Edge, Radcliffe Road Stand, Trent Bridge, Nottingham, NG2 6AG
Commencing at 10.30am

Minutes

1. Introduction: the Chairman Richard Harwood welcomed members to the Annual General Meeting of Cerebral Palsy Sport.
   a. Attendance was recorded as: Richard Harwood; Ben Rossi; Andy Britles; Ann Bell; Terry Gentleman; Jeremy Pratt; Sally Goodman; Sue Holland-Leavens; Terry Bowles; Ali Talbot.
   b. Proxy’s were received from: Sue Dunster.
   c. Apologies were received from: Leaha Dixon; Roger Cassidy; Ken Green; Alexander Goodman; Philippa Mannings; Professor John Stancer; Jane Stidever; Will Holland-Leavens.
   d. Chair’s welcome and opening remarks: The Chairman delivered the following address to the Annual General Meeting.

“Chairman’s AGM Address for the 2012/2013 Year - Annual General Meeting October 25th 2014
This has been a year of excitement and change for CP Sport coming off the back of the wave of interest and enthusiasm from the London 2012 Paralympic Games and for us it provided an ideal platform to reach more people with cerebral palsy through sport. We need to use the power of the Games to build upon a momentum of interest and to increase awareness and participation opportunities for people with cerebral palsy who wish to take part.

Our athletics programme continues to grow and our 2012/2013 Grand Prix Series was very well supported which cumulated in the two days of fantastic competition we saw at the National Championships. Congratulations are also extended to all our CP Sport family of athletes who medalled at London 2012 and more recently in Lyon at the International Paralympic Committee’s World Athletics Championships- we are very proud of you all.

CP Sport is proud to be bringing bowling back into our main sports development programme and a lot of development work has taken place this year to set up new bowls development days and a new partnership with the Bowls Development Alliance. We look forward to growing the programme in the coming years.

Unit 5, Heathcoat Building, Nottingham Science & Technology Park, University Boulevard, Nottingham, NG7 2QL.
Telephone: 0115 925 7027. Email: info@cpsport.org
Find out more about the work of CP Sport at www.cpsport.org
A Limited Company registered in England and Wales, no 04181593. Registered office as shown. Registered Charity No: 1088600
2012-2013 has seen a series of 10 football development days take place across the country reaching over 400 children and young people. Cerebral Palsy Sport plan to build upon this work with more football opportunities in more places for more people with the launch of new CP Football Kickstart programme in new geographical hubs across the country as well as developing the new style Kick Off programmes.

It was a hectic year delivering multi-sport days across the country with the kind support of Children in Need. We also completed a year of commissioned work for the Youth Sport Trust which saw us reach over 550 children enjoying multisport days and train 170 young leaders in a range of sports. Our Mini Games saw teams from across the country compete in Nottingham and a wonderful time was had by all and many friendships made too.

It has also been a busy year for the swimming programme with the introduction of development galas into our swimming development programme which is enabling us to reach more young swimmers with CP. Whilst we have previously seen successes in London and more recently at the World and European Championships; 40% of the swimmers taking part in our Development Galas then went through to our National finals in 2013. We are now developing new geographical hubs of work including new development galas in the London and South East region.

Building on the progress made with the Lord Taverner’s work last year, CP Sport successfully secured Sport England Inclusive Sport funding to develop a Table Cricket Community League and we had 8 counties going forward to compete at the first ever Table Cricket Community League Final at Trent Bridge in December 2013. We are also building upon the young leader work carried out last year to grow our wealth of young leaders by training.

Through the Inclusive Sport Fund investment secured from Sport England, focused work has continued to take place on developing CP Sport’s relationships with National Sports governing bodies for our five priority sports of athletics, bowls, swimming, football and table cricket and we receiving proactive approaches from a range of other governing bodies who are keen to see adapted forms of their sports for people with cerebral palsy. We are also developing new partnerships with a number of County Sports Partnerships; third sector organisations and organisations that reach physio’s and OT’s.

Our fundraising team have had a very good year in 2012/2013 in securing a wide range of funding from grants; trusts; foundations, donors and corporate funders. Tribute should also be paid to our supporters of our community fundraising events that have raised vital funds for us. Our work could not happen without the individuals who fundraise for us by running marathons; cycling for us, do bucket collections; golf days or even doing Zumbathons. We thank them all!

One of the main challenges has been to make sure people are aware of these opportunities and we are investing a lot of resources into making sure we are reaching the parents; children and young people who need our help. We have created a suite of printed materials, increasing our presence at exhibitions and shows and importantly launched our new website in September 2013 to provide more timely information more regularly. So please visit our updated website at www.cpsport.org and please follow us on social media.

Unit 5, Heathcoat Building, Nottingham Science & Technology Park, University Boulevard, Nottingham, NG7 2QL.
Telephone: 0115 925 7027. Email: info@cpsport.org
Find out more about the work of CP Sport at www.cpsport.org
A Limited Company registered in England and Wales, no 04181593. Registered office as shown. Registered Charity No: 1088600
Our thanks go to our many funders and partners who have supported us and worked closely with us over the past year and we looked for to the continued partnerships with many organisations and supporters. CP Sport’s sincere thanks go to all our volunteers without whom we could not achieve all we do without your help, support and loyalty. We are indebted to you all.

My personal thanks also goes to the Cerebral Palsy Sport Board and my personal thanks goes to Terry Bowles who is standing down as Vice Chairman this year. Whilst he is remaining on our Board, we are indebted to him for his hard work and support as Vice chairman – thank you Terry.

What we deliver would not be possible without the dedication of the CP Sport team who have made this such a successful year for CP Sport and thank Ali and the team for all their hard work. So as we look forward to the coming years and I am delighted that CP Sport has been selected to host the CPISRA World Games in 2015 in Nottingham. We have the opportunity to not only create a very special sporting competition for the world to enjoy; but to also put disability sport back once again in the limelight and to show this country and the world what truly remarkable feats of sporting endeavours can be achieved by people with cerebral palsy. We wish you all well for the year and look forward to seeing many of you at the many events we have planned for the next year.”

   a. The minutes of the 12th Annual General Meeting were reviewed for accuracy and Terry Gentleman proposed approval of accuracy of the minutes. Jeremy Pratt Seconded the motion. A unanimous vote was recorded in favour of the motion.

3. Matters Arising:
   a. The Chairman briefed the AGM on the change of financial year end in 2014 to the 31st December 2014. The reasons for the change were to enable more effective reporting to grant funders as many of the reporting timetable fell mid-way through the old financial year end.
   b. The Chairman also provided the AGM with an overview of the Nottingham 2015 World Games and indicated that is the membership wished we could do a short presentation of the World Games at the end of the AGM.

4. Election of Trustees / Directors:
   a. For the election of Trustees / Directors; in accordance with the Articles of Association three directors are required to stand down each year. For 2014 Roger Cassidy, Sue Holland-Leavens and Dick Harwood are standing down with Dick Harwood and Sue Holland-Leavens standing for re-election.
   b. Sally Goodman proposed the re-election of Sue Holland-Leavens; this was seconded by Jill Stidever.
   c. Terry Bowles proposed the re-election of Dick Harwood and this was seconded by Jeremy Pratt.
d. The Chairman asked for a vote for the re-election of the two Trustees/ Directors. The motion was carried unanimously.

e. The Chairman also briefed the membership of the formation of the sub committees of the Board for Governance, Compliance and Human Resources Sub Committee; Sports Development Sub Committee; and Finance, Fundraising and Marketing Sub Committee.

5. Election of Honorary Officers

a. From Cerebral Palsy Sport’s Articles of Association the positions of Vice Chairman, Treasurer and Secretary would be voted for by the membership at the AGM. A discussion took place on the role of the Vice Chairman with a suggestion from the Chairman that with the establishment of Sub Committees, if the chairman was unavailable, one of the sub committee chairs would step forward into Deputy Chairman role. Terry Gentleman asked if the Articles permitted this and this was checked by Ben Rossi. It was confirmed that this was possible if required under the 2013 Articles of Association.

b. The position of Treasurer was proposed by Sue Holland Leavens for Jeremy Pratt to remain in post as Treasurer. This was seconded by Sally Goodman.

c. Jeremy Pratt proposed that the role of Company Secretary remained with Dick Harwood and this was seconded by Sue Holland-Leavens.

d. The Chairman requested for the membership to vote on the election of the Honorary Officers and this motion was carried unanimously.

e. The Chairman received a question from Jill Stidever on if the Board and Articles of Association permitted the co-opting onto the Board. Ali Talbot responded that we can co-opt up to 5 members.

f. The Chairman indicated that the Governance, Compliance & Human Resources Sub-committee is undertaking a skills matrix. Then an external recruitment process will be undertaken to also recruit new Board members.

6. Election of Chairman: the provision in the Articles of Association required the election of the Chairman of the Board by members of the Board only. Dick offered to stand as Chairman for another year. This was proposed by Jeremy Pratt and seconded by Terry Gentleman. The Board voted on this motion and it was carried unanimously.

7. Motion to consider the CP Sport Annual Reports and Financial Statements: Year Ending 31st August 2013.

a. The Motion of approval on the accounts was proposed by Ben Rossi and this was seconded by Sue Holland-Leavens. The motion to approve the accounts was voted on and unanimously approved.

8. Appointment of Auditors:

a. The motion of appoint Power Thompson as auditor for 2013/2014 was proposed by Jeremy Pratt and seconded by Terry Bowles. The membership and proxy vote of 1 voted unanimously in favour of the appointment of Power Thompson as auditors.
9. **Any other relevant business:**
   a. The Chairman invited the Chief Executive Ali Talbot to give an update on the planning being undertaken for the World Games 2015. This presentation will be circulated with the minutes to all members.
   b. Ben Rossi provided an update on the 2014 Big Give – with the planned campaign to support Team CP England in terms of raising funds for the kit and also with any remaining funds would help subsidise the cost of the entry fees for Team CP England.

10. The Chairman thanked everyone for attending and the Annual General Meeting closed at 12.15pm.