

## Annual General Meeting Minutes

Sunday 8th October 2017

Harvey Hadden Sports Village, Wigman Road, Nottingham, NG8 4PB

Commencing at 4.00pm

### 1. Introduction:

- a. The Chair welcomed members and guests to the 16<sup>th</sup> AGM.
- b. **Attendance** was registered for: Aideen Blackborough, Ilana Freestone, Gavin White, Paul Marriner, Paul Schorb, Ken Kelly, Leon Taylor, Margot Madin, Basher Hassan, Stephen Miller, Ros Miller, James Shaw, Steve Judge, Sam Ruddock, Graeme Ballard, Mr and Mrs Ballard, Mrs Stubbs, Jennifer Stubbs, Chris Smith, Muninder Hayer, Graham Felton, Sarah Humphries, Matthew Humphries, Ellie Simpson, Thomas Talbot, Marcus Pemberton, Alistair Price, Fraser Barratt, Mary Butler, Catherine Gibson, Jill Stidever, Basher Hussan, Simon Keaney, Mrs Keaney, Andrew Longden, Hayley Milne, Hollie Pinder, Cheryl Pinder, Nigel Pinder, Morris Fox, Levi Codling, Samuel Whearty, Paul Whearty, Freya Whearty, Sarah Whearty, Lyle Whearty, Jo Ritz, Sean Bailey, Dan Barber, Ruth Meadows, Ben Meadows, Jen Basford, Lisa Morton-Smith, Ann Bell, Sandy Drummond, Ali Talbot.
- c. **Apologies** were received from Philippa Mannings, Penny Mannings, Bob Feaney, Phillip Maddox, Paul Bowman and Richard Oliver.

2. **The minutes of the 15<sup>th</sup> Annual General Meeting – Sunday 30<sup>th</sup> October 2016. 4.00pm at Harvey Hadden Sports Village, Wigman Road, Nottingham, NG8 4PB** were reviewed and confirmed for accuracy. No matters arising were raised.

### 3. Chair's report for 2016

“Good afternoon everybody and welcome to the 16<sup>th</sup> AGM of Cerebral Palsy Sport.

My name is Aideen Blackborough and I'm delighted to be here at my first AGM as Chairman of Cerebral Palsy Sport. I began my journey with Cerebral Palsy in January 2016 and became chairman in July of this year after the sad departure of Paul Goodman, who stood down for personal reasons in January 2017. I'd like to take this opportunity to thank Paul for the time, expertise and much appreciated funding which he brought our way.

As someone with Cerebral Palsy, I am honoured and delighted to be chair of a charity which is working so relentlessly to provide the very best sporting opportunities for people with cerebral palsy to enable them to reach their sporting potential at whatever level from our grassroots programmes to international competition level.

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The landscape of Disability Sport is continually developing and evolving and Cerebral Palsy Sport embraces this changing landscape as an opportunity to develop the organisation and deliver even more opportunities for even more people with Cerebral Palsy to play, participate and enjoy sport.

The Board and the staff team have worked hard to develop a new, robust strategy for the next three years, which is in tune with the changing landscape whilst staying loyal to our core values and aspirations for the organisation. It was fitting that the new strategy was launched in the year when the charity marked 15 years since its inception as an independent charity and our Awards night highlighted just how much the organisation is maintaining its central role in developing grassroots disability sport. Towards the end of the year, we undertook Sport England's Self Assurance Process and were absolutely delighted to receive a "Green" Rating. This is a clear sign of our commitment to strong and effective governance.

We have also undertaken a review of the Charities' Membership Categories and a review of our Articles of Association is underway so that we can reflect these changes and clearly define our areas of work and these changes will be reflected in our Articles from Spring 2018.

The Nottingham 2015 CPISRA World Games left us with an amazing sporting legacy but also a concerning financial legacy which we are still managing today. However the strength of our partnership approach is enabling us to move forward positively and I'd like to thank our trustees, our team and our partners who continue to work with us so constructively.

After new trustee recruitment earlier this year, the board has gone from strength to strength and is now brimming with the skills, commitment and experience required to ensure that the charity itself also goes from strength to strength. We are absolutely committed to ensuring that Cerebral Palsy Sport continues to be not just a key player in the world of disability sport, but a leader.

I would like to take this opportunity to thank our CEO, Ali Talbot and all members of the team who work tirelessly to ensure our continued success and prosperity. A huge thanks to our many funders, volunteers and supporters who truly make it all possible. We could not do it without you."

#### **4. Election of Honorary Officers/Directors**

- a. The Chair explained that under the current Articles of Association, one third of the Board are required to stand down and if they wish to seek re-election. The motion was tabled for Trustees Mrs Ilana Freestone, Mr Richard Oliver and Mr Gavin White to stand down and each are seeking re-election.

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- b. The motion for them to stand down and be re-elected was voted on and carried with 18 votes.

**5. Election of Honorary Officers – Treasurer and Secretary.**

- a. The Chair explained that the current Treasurer role was held by Mr Paul Bowman and Company Secretary role is held by Mrs Aideen Blackborough. It was proposed that Mrs Aideen Blackborough would continue as Company Secretary and Mr Paul Bowman continue as Treasurer.
- b. The motion was voted on and carried with 15 votes.

**6. To consider the CP Sport Annual Reports and Financial Statements: Year Ending 31<sup>st</sup> December 2016 and receive the UHY Hacker Young Auditors Report**

**AUDITORS' REPORT**

I am very pleased to report that our second annual audit of the accounts of Cerebral Palsy Sport went very well, and our report on the financial statements for the year ended 31 December 2016 was a clean report. The accounts and Trustees' report are clear and informative, and they are available to download from the Charity Commission and Companies House as well as the CP Sport website.

We had a very useful meeting in July with Ali as Chief Executive and two of the trustees, Aideen Blackborough and Paul Schorb, before finalising the accounts and the audit. We discussed the bookkeeping and management accounts arrangements, the Trustees and previous providers having decided to part company at the end of August, and we were pleased to recommend a local firm who could provide a good service, but also had a good understanding of (and interest in) charities and of the aims of CP Sport. We noted that income and expenditure had both fallen in 2016, but that the charity has controlled costs tightly, and produced a surplus which has restored the working capital position and enabled it to continue delivering its extensive programme and support across a wide range of sports. It is in a healthy position to deliver in 2017 and the future. We would like to thank Ali and her finance team, and Ashgates Accountants for their assistance during the audit. We also thank the Board of Trustees for their close scrutiny of the figures during the year. Together with Ali they have addressed the deficit left by the World Games in 2015, and turned around the financial position so that the charity is in a positive position in 2017. I'm delighted that Ali agreed to be the charity Chief Executive "In the Spotlight" in our UHY annual national Charity Sector Outlook which is being published and sent out next week. She gave a great interview, and we hope that the article will reach more supporters and potential funders. We look forward to continuing to work with Cerebral Palsy Sport in 2018.

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**Margot Madin, Audit Partner at UHY Hacker Young**

**7. Motion to appoint UHY Hacker Young to act as Auditors for CP Sport for the 2017 accounts**

- a. The motion was voted on and was passed with 16 votes.

**8. Any other business – no comments**

**9. 2017 Cerebral Palsy Sport Awards Presentations**

- a. Cerebral Palsy Sport were delighted to host its Awards evening to recognise the contributions and talents of our coaches, volunteers, fundraisers, supporters and participants.
- b. The 2017 Winners were:

**Sports Coach of the Year:**

**Nominator:** Ellie Simpson

**Presented by:** Steve Judge

**Winner:** Andrew Longden

**Swimming – Swimmer of the Year:**

**Presented by:** Matthew Walker

**Winner:** Hayley Milne

**Sports Volunteer of the Year:**

**Nominator:** Joe Mckechnie

**Presented by:** Leon Taylor

**Winner:** Simon Keaney

**Fundraiser of the Year:**

**Presented by:** Aideen Blackborough

**Winner:** Marcus Pemberton & the Trick Questers

**Sports Club of the Year:**

**Nominator:** Ruth Meadows

**Presented by:** James Shaw

**Winner:** CP United Football Club

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**Partner of the Year:**

**Presented by:** Ilana Freestone

**Winner:** APCP – Association of Paediatric Chartered Physiotherapists

**Swimming – Andrew Stubbs Trophy:**

**Presented by:** Mr & Mrs Stubbs

**Winner:** Hollie Pinder

**Athletics – Colin Rains Trophy for Endeavour:**

**Presented by:** Graeme Ballard

**Winner:** Nathan Freeman

**Sports Achiever of the Year:**

**Nominator:** Michelle Young

**Presented by:** Sam Ruddock

**Winner:** Samuel Whearty

**Lifetime Achievement Award:**

**Presented by:** Stephen Miller

**Winner:** Basher Hassan