**Welsh Triathlon (WT)**

**Minutes of the Annual General Meeting**

**Held at 7.30pm on Thursday 21st November 2012 at Sophia Gardens, Cardiff**

Present:From Welsh Triathlon:Dean Hardie (DH), Tom Roberts (TR), Min Tilston (MT), Ian Cole (IC), Heather Williams (HW) Seconded British Triathlon, Richard Brady (RB), Beverley Lewis (BL)

Mark Lowther (ML), Deborah King (DK), Will Thomas (WT), Paul Whapham (PW), Mike Hughes (MH)

From British Triathlon (BTF): Zara Hyde Peters (ZHP)

From Sport Wales (SW): Joanne Nicholas (JN)

From Clubs/Membership: Reg White (RW) Pembrokeshire Triathlon Club, Paul Davies (PD) Pembrokeshire Triathlon Club, Nick Rees (NR), Cardiff Junior Triathlon Club and Newport and East Wales Triathlon Club (NEWT), Andrew Deans (AD) Cardiff Triathletes, Steve Rosewell (SR) Pencoed Triathlon Club, Ed Morgan (EM) Taff Ely Triathlon Club, Tony Dally (TD) Taff Ely Triathlon Club, Andy Lane (AL), Peter Jenkins (PJ) INTRtri, Hazel Jones (HJ) INTRtri, Alison Jones (AJ) INTRtri, Gareth Hall (GH) NEWT, Paul Bruton (PB) NEWT, Peter Thomas (PT) NEWT

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| **Item** | **Minute** | **Action** |
| 1. | **Apologies for Absence**  Bethan Fowler (BF), Karen Burrows, Richard Davies, Rosemarie Jones, Terry Jones, Celia White, Diane Hynam, James Hockin, Andy Maclaen, Stuart Stenhouse |  |
| 2. | **Opening Address from the President**  Dean Hardie (DH) welcomed the assembled and in particular Zara Hyde Peters CEO of British Triathlon Federation (BTF). He thanked Joanne Nicholas (JN) of Sport Wales and Heather Williams (BTF) for their support throughout the year and in particular the preceding few months. HW was presented with a BTF award from ZHP.  DH presented the 2012 Welsh Awards and the Grand Prix Series prizes.  DH said it had been a difficult year for WT with Director for Governance and the Director for Performance standing down because of work commitments in January, the Chair resigning in the summer and the Director for Marketing and Media standing down at this AGM. DH thanked the Directors for all the work they had done for Welsh Triathlon over the years.  The Regional Development Manager (RDM) had been seconded to Triathlon England (TE) at the end of September and is now on a fixed term contract. This position is now vacant for WT to appoint a new RDM.  DH said Welsh Triathlon, with the support of HW, had seen these changes as an opportunity to appoint, by a vigorous and robust interview process involving SW and BTF, a new Competency based Board.  In the New Year this process will continue with the appointment of a Director for Sponsorship, Marketing and Media. There will also be the appointment of two new staff members; a General Manager to support the Board in delivering the strategic plan, and a RDM.  DH went on to review the 2012 results of our Welsh elite athletes, in particular he congratulated Helen Jenkins, Leanda Cave and Non Stanford on their outstanding 2012 performances. He congratulated the junior athletes on placing 3rd in the IRC’s this year which is the highest result on record. He also invited RB to commend the Welsh Academy Talent Squad’s 2012 performances, in particular Deri Stewart, Megan Withers, Alex Matchett and Liam Lloyd. |  |
| 3. | **Minutes of the 2011 AGM**  The 2011 AGM minutes had not been available on the website during the year; they had been omitted with the launch of the new website at the end of 2011. A copy was made available at the meeting. |  |
| 4. | **Matters Arising from the Minutes**  No matters arising. |  |
| 5. | **Presentation of Reports and Accounts**   1. Presidents report – See Section 2 2. Director of Finance   IC introduced himself and explained that though it was not a requirement on WT to produce audited accounts the accounts had been checked and in effect audited by PricewaterhouseCoopers.  The accounts distributed prior to the meeting via the website were draft accounts awaiting the finalised statement which was presented today.  2011-2012 year’s loss was due to expenses incurred through putting on the Youth and Junior Race at Porthcawl. WT would also not incur the costs of an office based in Swansea. It was therefore expected that the 2012-2013 statement would show a surplus.  In line with BTF, WT wish to work towards a reserve equivalent of 6 months running expenses approx £35k. This should be achieved, as the current surplus at approx. £73k includes the ring fenced £35k to cover the cost of employment of the General Manager.  WT turnover currently comes from Sports Wales funding. The goal for WT is to supplement from other incomes such as events/sponsorship. With the new Board in place WT is in a positive position to target this goal.  PB from NEWT asked why the figures on the website were not those presented at the meeting. IC said as indicated on the accounts introduction sheet on the website these figures were in the process of finalisation. The final accounts had been completed today. Printed copies were made available during the meeting and circulated to those in attendance.  The difference being the £35k less in income, the SW funding figure, having moved to turnover after discussion with SW. The depreciation charge was also now reflected in the new figures.  The figures were verbally accepted and would now be signed off. |  |
| 6. | **Election of Officers**  DH introduced the new Board Members for appointment at the meeting. Supporting documentation had been made available to members prior to the AGM. Each member was put to the Meeting for vote:   1. Chair – Mark Lowther   Present Proxy  For 8 0  Against 0 0   1. Director (without portfolio) – Mike Hughes   Present Proxy  For 7 0  Against 0 0   1. Re-election Director of Finance – Ian Cole   Proposed: MT  Seconded: MH  Present Proxy  For 6 0  Against 0 0   1. Director (North Wales portfolio) co-opted – Min Tilston   Present Proxy  For 6 0  Against 0 0   1. Director for Governance – Deborah King   Present Proxy  For 8 0  Against 0 0   1. Director for Performance – Will Thomas   Present Proxy  For 11 0  Against 0 0   1. Director for Development – Paul Whapham   Present Proxy  For 9 0  Against 0 0  The Directors were approved by the members. |  |
| 7. | **Date and Venue of 2013 AGM**  Nov 2013 SW  Date TBC |  |