



Minutes, Active Filey AGM: Tuesday 15th December 2020, 5pm via Zoom

ITEM	SUBJECT	DISCUSSION	ACTIONS
1	Introductions and apologies	Present: Bryden Simpson (Chair), Brian Fletcher (Treasurer), Julie Hay (Secretary), David Platts, John Whaley Apologies: James and Mandy (Bay Watersports), Paul Lane, Paul & Di Raper	
2	Minutes of last meeting	Prop: BS; Sec: BF. Unanimously agreed No matter arising	
3	Chairs Report (BS) - Attached	In addition, BS thanked Darren Unsworth, Filey Bay Today, Filey Lions and Helen Swires (NYCC Councillor) for their financial support in year 1, which enabled the group to get off to such a strong start and meant that no one has had to pay for participation in the core activities, which has been important in a year that has been difficult financially for so many.	
4	Treasurer's Report (BF) – Attached	BF thanked BS for his efforts with applying for grants. JW asked if there was sufficient money in the bank to cover this year's insurances and club affiliation memberships. BS stated that 2021 was covered with surplus that could be carried over to 2022.	
5	Election of Officers	The existing officers expressed their willingness to continue for a further year. BS as Chair- Prop: JH; Sec: DP. Unanimously agreed JH as Secretary; Prop: JW; Sec: BF. Unanimously agreed BF as Treasurer – Prop: BS; Sec: JS; Unanimously agreed After an overview of the role of Welfare Officer by BS, JW agreed to take on the role in the short-term (6 months), pending new committee members coming on board. Prop: JH; Sec: BF; Unanimously agreed	JH to send details of Welfare Officer to British Cycling & forward details to JW, including Safeguarding Policy.
6	Website/App	BS stated that FB had worked well for comms in Year 1 but had its limitations and he had been in discussion with a local company re setting up a website and app, which would enable easier promotion/ booking of activities to a wider demographic. Funding of £1000 had already been secured from Councillor Swires, which would cover the set-up and some maintenance. Richard Cowling as a group member was assisting with its design and content. JW asked if the company would be given a spec with conformity checks. BS stated that the cost of the formal spec process was prohibitive but the less formal checking processes would have safeguards that were felt to be adequate.	BS continue liaising with RC and company

7	Qualification Records	The need to record sport leader's qualifications was discussed. Agreed that there should be a spreadsheet, held by secretary. A wider scoping of relevant qualifications of members could be conducted but, initially to obtain details from existing activity leaders.	JH to create spreadsheet & collate details from leaders
8	SWOT Analysis	BS stated that this would be required at some point, as a feature of any established group/secure funding but could be kept simple. JW proposed that there should be sport specific SWOTs as well as the organisational one – each written by the relevant lead for that sport.	BS to draft and liaise with leaders
9	New for 2021	<p>An overview provided of provisional plans (nothing fixed due to current situation with pandemic)</p> <p>Run leader training – money set aside</p> <p>Ride leader training – money set aside</p> <p>Time trials – money set aside</p> <p>Kids bike events – as previously, if measures permit</p> <p>Paddle board, surf and kayak sessions – Bay Watersports & Coastal Concepts have offered to deliver</p> <p>Rock Climbing – Paul Lane has offered to deliver</p> <p>Beach Cleans – Kay Walters & Mandy Whitehead to continue organising</p> <p>Walks – Paul Tyndall has agreed to organise</p> <p>Hope to have a social BBQ</p> <p>DP thanks BS for all the work he had put in to developing the activities.</p> <p>JW suggested that there be a rep for each activity on the committee. JH stated that the current committee (with those absent) covered most of the sports but that reps would be required for walking & beach cleaning, adding that there were many more active members than when set up who may be interested in joining committee.</p>	<p>BS continue liaising with leaders/organisers, based on COVID-19 measures</p> <p>Recruitment of additional committee members</p>
10	AOB	Nil	
11	Date & time of next meeting	Agreed a meeting towards end of February. Date and time to be set, based on any newly recruited members' requirements.	JH to send out time and date (end of Feb)