

ANNUAL GENERAL MEETING MINUTES

Date:	Wednesday 22nd June 2022	
Place:	Virtually via Airmeeet	
Times:	0930 - 1015	
Attended:	Ann Wright, Ben Cook, Candice Bryan, Carole Stewart, Caroline O'Neill, Debbie Kaye, Donna Pentelow, Gina Johnson-Hirt, Iain Varah, Ian Jones, Ian Brooke, Ishbel Murray, Julie Russell, Karen Whitfield, Kerry Wardell, Kov Bahadori, Lorna Wormald, Mark Allman, Matt Partridge, Michelle Lord, Nigel Lynn, Paula Carroll, Philip Walker, Richard Hunt, Rob Paget, Stefania Horne, Sue Thiedeman, Symon Easton, Thorsten Dreyer, Tony Witton, Tony Mabbott, Tracy Stanley, Vince Donaldson, Vincent Paliczka, Zsuzsi Lindsay	
Apologies Received	Andrea Keeble, Val Birchall, Jayne Knight	
Item No.	Item Description	Relevant business considered, facts noted, decisions taken and actions agreed
1.	Welcome and Minutes from AGM 2021	<p>Debbie Kaye welcomed CLOA members on behalf of the Executive Committee.</p> <p>36 CLOA members participated in the AGM via Airmeeet, which exceeded the quorate requirement for a minimum number of 25. Further delegates joined during the course of the conference, including speakers, showcase presenters and strategic partners.</p> <p>The minutes of the AGM held on 23rd June 2021 were agreed as a true and accurate record.</p>
2.	Chair of CLOA Annual Report	<p>Debbie Kaye reflected on her first year in office, the full report is available here, highlights included:</p> <ul style="list-style-type: none"> • CLOA executive members have been building key strategic relationship for the Association through continued working with strategic partners such as LGA, WLGA and more recently with Office of Health Improvement and Disparities and by Ian Brooke Chairing the Local Government Physical Activity Partnership, which is making real progress in joining up strategic thinking, investment and action across leisure, health, and climate change. • A collaborative report Securing the Future of Public Sport & Leisure was published, primarily led by Mark Allman on behalf of CLOA, APSE and the LGA, which was designed to

		<p>underline the value of these public services whilst also setting out a proactive vision for how they could be an essential part of COVID recovery.</p> <ul style="list-style-type: none">• CLOA is also part of a coalition of leading bodies in the physical activity sector working nationally to influence the conversation on the issue of rise energy costs and was a joint signatory on a letter to the Government calling for urgent support for leisure facilities as they face a rise in energy costs of up to 150% on last year.• Immediate Past Chair Val Birchall has continued to be an active participant in ACE's Local Stakeholder Group, which is a useful forum for discussing common issues including Levelling Up, National Portfolio process, ACE's strategic priorities and key projects such as the roll-out of Cultural Compacts.• CLOA was invited to be represented on the LGA's new Culture & Local Government Commission, which is investigating the role that publicly funded culture can play in our national recovery. We have also responded to the DCMS Inquiry on Cultural Place-making and Levelling Up, with examples from many authorities showing the variety and quality of work.• In Wales, Vice Chair Caroline O'Neil and Ian Jones have actively participated in the Chief Culture Officers Wales Group and Chief Leisure Officers Wales Group and been strengthening our relationship with WLGA.• Over the past year we have offered members a programme of roundtables<ul style="list-style-type: none">○ Parks & Wellbeing○ Working with LEP's to boost community and economic recovery○ Insights into Insourcing○ Events & Festivals – making good use of Public Space• In January we ratified our Equality, Diversity, and Inclusion plan, this included the appointment of Val Birchall as our EDI Champion and since then we have been working to progress commitments. DK expressed an intention to continue to championing the issue of accessibility in her second year in the role.• Looking forwards, a proposal has been agreed to invest in developing more dynamic social media content over the coming year to engage with younger and aspiring leaders in a personable way.
--	--	--

		<p>In addition to those mentioned above, DK thanked Heidi Bellamy for the efficient administration of CLOA and her support and guidance and all those serving on the Executive Committee with specific mention given also to: Nigel Lynn, Matt Partridge, Julie Russell, Karen Whitfield, Jane Wilson, Symon Easton and Stefania Horne.</p>
3.	<p>Honorary Treasurers Report and Budget for 22/23</p>	<p>Honorary Treasurer Vince Paliczka gave a report; a full version is available on the website here.</p> <p>Key points included:</p> <ul style="list-style-type: none"> • The accounts for year ending March 31 2022 had been made available on the CLOA website in advance of the meeting. • VP advised that the final accounts show a surplus of £6,285, which is £707 in excess of that estimated when setting the budget last year. This difference is due to an increase in membership income. • The association net assets now stand at £36,305. • A Reserves Policy for the Association has been agreed, which sets aside 50% of the annual cost of administration. The Executive will use the remaining reserves to further the objectives of CLOA. The Chair now has delegated authority to spend up to £2000 in the furtherance of CLOA activities, subject to consultation with Vice Chair and Honorary Treasurer. • The 2022/23 budget is considered prudent and adjusts the budget for both known factors and anticipated risks. • Membership fees have been static for 5 years consequently, members were asked to approve an increase of £10 per annum for individuals, and £30 per annum for Corporate Members, with effect from April 23. • VP thanked Heidi Bellamy and Anelli Bryant for their support. • VP also thanked our principal sponsors Xn Leisure for their continued support and our Associate sponsor BigWave Marketing. <p>VP proposed that members accept the final accounts for 2021/22 and agree the proposed budget for current financial year. He also invited members to vote in support of an increase of £10 for Individuals and £30 for Corporate members from 1/4/23.</p> <p>Voting via Polls</p> <p>The accounts were accepted by the members in attendance and the budget for 22/23 was approved.</p>

		The proposed subscription increase was also supported by the members present and voting at the AGM.
4.	Constitutional Amends	<p>Members were asked to endorse a resolution to allocate up to 4 places each year on the Executive Committee for CLOA members from under-represented groups who are aspiring leaders within their sector.</p> <p>A vote was taken, which was supported by the members present and voting at the AGM. This resolution was duly passed.</p> <p>Action – HB to update the CLOA constitution in accordance with the approved resolution.</p>
5.	Appointment of Executive Committee – Honorary Secretary	Mark Allman confirmed the appointment of the CLOA Executive; as no more than the required number of people were nominated, all candidates were automatically appointed. New members of the Committee were warmly welcomed.
7.	AOB	Debbie Kaye asked the members attending if there was any other business they wished to raise – none was forthcoming.