

## ANNUAL GENERAL MEETING MINUTES

<b>Date:</b>	Wednesday 28 June 2023	
<b>Place:</b>	Virtually via Teams	
<b>Times:</b>	0930 - 1015	
<b>Attended:</b>	Akua Obeng-Frimpong, Alison Small, Ben Cook, Bethany Goodman, Caroline O'Neill, Chris Richards, Dave Lloyd, Debbie Kaye, Deborah Holmes, Donna Pentelow, Frances Alderton, Gina Johnson-Hirt, Iain Varah, Ian Jones, Ian Brooke, Joanne Shutt, John Hanock, Jonathan Cochrane, Julie Russell, Kamal Mehmood, Keith Nicholls, Mark Allman, Mark Croston, Matthew Partridge, Menna James, Michelle Burnell, Nigel Lynn, Pam Johnson, Penny Greenwood-Pearsons, Phil Barker, Philip Walker, Polly Hamilton, Sam Scarpa, Sara O'Donnell, Stefania Horne, Sue Thiedeman, Thorsten Dreyer, Tony Mabbott, Val Birchall, Vince Paliczka, Zsuzsi Lindsay	
<b>Apologies Received</b>	Vincent Donaldson, Andy Bunn, Ann Wright	
<b>Item No.</b>	<b>Item Description</b>	<b>Relevant business considered, facts noted, decisions taken and actions agreed</b>
1.	Welcome and Minutes from AGM 2022	42 CLOA members participated in the AGM via Teams, 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 bringing it to a total of 78 throughout the course of the event.
2.	Chair of CLOA Annual Report	<p>Debbie Kaye reflected on her final year in office, the full report is available <a href="#">here</a>, highlights included:</p> <ul style="list-style-type: none"> <li>Over the last year, our attention has been particularly focussed on the increasing costs of energy and lending our voice to cross industry lobbying. We were part of a coalition of leisure partners that successfully lobbied Govt to create £63m of extra financial support this year for publicly-owned leisure centres with swimming pools.</li> <li>CLOA played a key role as part of the independent Commission on Culture and Local Government, set up by the LGA to investigate the role of local publicly funded culture in supporting recovery from the COVID19 pandemic. Val Birchall, Immediate Past Chair, took an active role as a commissioner and Matt Partridge from the Executive was on the Advisory Group.</li> </ul>

		<ul style="list-style-type: none"> <li>• CLOA continues to Chair the Local Government Physical Activity Partnership - Ian Brooke, Mark Allman and Julie Russell have all been instrumental in driving this work, the focus of which is increasingly on physical activity and whole system approaches to tackle inactivity.</li> <li>• In Wales, Vice Chair Caroline O’Neil and Ian Jones continue to bring together senior local authority officers for a Chief Culture Officers Wales Group and Chief Leisure Officers Wales Group.</li> <li>• CLOA’s Round Table programme has gone from strength to strength. We have held 18 events since introducing them during the pandemic. Over the last year, the topics have included: <ul style="list-style-type: none"> <li>○ XP and the Cambridgeshire &amp; Peterborough Region of Learning, Skills and Opportunity</li> <li>○ Meeting the challenge of the rising costs of leisure services</li> <li>○ Meeting the cost of energy challenges for Culture</li> <li>○ Building leadership resilience</li> <li>○ Equality, Diversity and Inclusion in leisure and cultural services</li> </ul> <p>We also hosted a joint CLOA/Community Leisure UK member roundtable with the Office for Health Improvement and Disparities.</p> </li> <li>• Our work to progress EDI continues with real ambition to move from commitment and into action.</li> <li>• The planned social media campaign has enhanced our approach to marketing the association.</li> </ul> <p>In addition to those already mentioned above, DK thanked Heidi Bellamy for her drive, expertise and organisation of CLOA and all those serving on the Executive Committee with specific mention given also to: Vince Paliczka, Nigel Lynn and Matt Partridge. Debbie Kaye welcomed CLOA members on behalf of the Executive Committee.</p> <p>The minutes of the AGM held on 22 June 2022 were agreed as a true and accurate record. (27 ‘Yes’ responses via the voting poll)</p>
3.	Honorary Treasurers Report and Budget for 22/23	<p>Honorary Treasurer Vince Paliczka gave a report; a full version is available on the website <a href="#">here</a>.</p> <p>Key points included:</p> <ul style="list-style-type: none"> <li>• The <a href="#">accounts for year ending March 31 2023</a> had been made available on the CLOA website in advance of the meeting.</li> <li>• VP advised that the final accounts show a surplus of £2,328.</li> </ul>

		<ul style="list-style-type: none"> <li>• The association net assets now stand at £38,633.</li> <li>• A reserves policy is now in operation and the Chair has delegated authority to spend up to £2000 in the furtherance of CLOA activities.</li> <li>• The 2023/24 budget is considered prudent and adjusts the budget for both known factors and anticipated risks.</li> <li>• There is no proposed increase in membership fees for next year.</li> <li>• VP thanked Heidi Bellamy and Anelli Bryant for their support.</li> <li>• VP also thanked our principal sponsors Xn Leisure for their continued support and our Associate sponsor BigWave Marketing.</li> </ul> <p>VP proposed that members accept the final accounts for 2022/23 and agree the proposed budget for current financial year.</p> <p>The accounts were accepted by the members in attendance and the budget for 23/24 was approved. (34 ‘Yes’ responses via the voting polls)</p>
4.	Update from the EDI Champion	Val Birchall, the Equality, Diversity and Inclusion Champion, gave a report on progress against the EDI action plan which is available on the website <a href="#">here</a> .
5.	Constitutional Amends	<p>Honorary Secretary Mark Allman asked members to endorse resolutions to introduce a maximum number of members from a single local authority who are able to sit on the CLOA Executive Committee and also allow Local Authority Trading Companies (LATCOs) to join CLOA on the same basis as Trusts.</p> <p>A vote was taken, which was supported by the members present and voting at the AGM. (34 ‘Yes’ responses and 2 ‘Abstains’ via the voting polls) These resolutions were duly passed.</p> <p><b>Action – HB to update the CLOA constitution in accordance with the approved resolutions.</b></p>
6.	Award of Honorary membership	<p>One person was awarded Honorary Membership, which seeks to recognise individuals who are making or who have made a significant contribution to the development of the cultural and leisure disciplines nationally and/or internationally.</p> <p><a href="#">Ian Brooke was nominated</a> by Val Birchall, this was supported by Mark Allman.</p> <p><b>Action</b> – Heidi Bellamy to formally advise of bestowment of this Honorary award.</p>
7.	Appointment of Executive Committee – Honorary Secretary	<p>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.</p> <p>New members of the Committee were warmly welcomed:- Penny Greenwood-Parsons, Rob Campbell and Jonathan Cochrane.</p>

8.	AOB	Debbie Kaye asked the members attending if there was any other business they wished to raise – none was forthcoming.
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