

Pagham Yacht Club, 1 West Front Road, Pagham, West Sussex, PO21 4SY

Tel: (01243) 265025

www.paghamyachtclub.com

6th November 2018

ANNUAL GENERAL MEETING – SUNDAY 25th NOVEMBER 2018

The Management Committee are pleased to invite Members to attend the Pagham Yacht Club Annual General Meeting.

Time: 10:30am

Location: Pagham Yacht Club, address as above

The Agenda and associated papers are attached.

No business other than that on the agenda will be allowed during this meeting.

All members are welcome to attend the meeting and participate in any discussion, but please note that Social and Youth members are **not** eligible to vote.

Please arrive at least 20 minutes prior to the start of the meeting in order to register.

The meeting will commence at 10:30am sharp.

Members eligible to vote, arriving after that time **may not** be allocated a voting stick and accordingly may be unable to exercise their right to vote.

In order to confirm your right to vote, please **bring** your membership card to the meeting.

Members are requested to turn their mobile phones off before the start of the meeting.

The Management Committee

PAGHAM YACHT CLUB
ANNUAL GENERAL MEETING
10:30 am
SUNDAY 25th NOVEMBER, 2018

AGENDA

1. Apologies for Absence
2. Adoption of 2017 AGM Minutes
3. Matter's Arising – to be notified to Hon Sec in writing prior to the meeting
4. Adoption of 2017/2018 Accounts
5. Appointment of Auditor(s)
6. Proposal to Amend Rule 37
7. Proposal in two parts to make Club boat changes
8. Proposal to Amend Rule 55
9. Subscriptions for 2018-2019
10. Election of Club Officers
11. Commodore's Address
12. President's Address

Agenda item details

Item 2: Adoption of 2017 Minutes

Please see Attachment 1

Vote: That the membership adopt the minutes of the 2017 AGM

Item 4: Adoption of 2017/2018 Accounts

Please see Attachment 2

Vote: That the membership adopt the 2017/18 accounts

Item 5: Appointment of Auditor

Appointment of Simon Tomsett as Club Auditor – Proposed by the Management Committee

Vote: That Simon Tomsett be appointed as Club Auditor

Item 6: Proposal to amend to Rule 37

Proposed by the Management Committee

To raise the sum of money listed in Rule 37 from £2,000 to £3,500 in order to keep pace with some of the inflation over the last 20 years.

Vote: The membership approve the proposal

Item 7: Proposal in two parts to make Club boat changes

Proposed by Dudley Gibbs and Seconded by Kevin Mason (Bosun):

Part One: That the Club's 16' displacement boat (Pickle), together with the 9hpTohatsu engine and trailer are put up for sale as a package. These are depreciation assets under-used and are left neglected and could possibly raise the sum of £2,000 on the open market.

If this agreed and they are sold, the money raised would be "ring-fenced" for the subsequent purchase of a new boat and engine.

PYC members will be made aware of the sale and have first refusal for a period of one month from the date of the AGM or any later Extraordinary General Meeting.

Vote: The membership approve Part One of the proposal

Part Two: That consideration be given to the purchase of a "Whaly 500" as a replacement boat. This would be a 16" tiller steered rotormoulded polyethylene boat with possibly a 25hp outboard engine. It is practically indestructible, requires no maintenance and would be suitable for the increasing waterborne activities of Pagham Yacht Club.

Vote: The membership approve Part Two of the proposal

Item 8: Proposal to amend to Rule 55

Proposed by Simon Tomsett and Seconded by Chris Smith:

That Rule 55, which currently states:

"Voting, except upon the election of Members of the Committee, shall be by a show of hands", shall be replaced with:

"Voting, except upon the election of members of the Committee, shall be by a show of hands, unless a poll is demanded by two or more members. Such poll shall include proxy votes delivered to the Chairman of the Meeting at least 48 hours before the commencement of such meeting."

Vote: The membership approve the proposal

Item 9: Subscriptions for 2018-2019

Proposal by the Management Committee to keep fees unchanged for 2018-2019

Please see Attachment 3

Vote: That the membership approve the proposal

Item 10: Election of Club Officers

Please see Attachment 4

Votes: For each relevant Club Officer position by paper ballot

Item 11: Commodore's Address

Please see Attachment 5

Attachment 1

PYC Annual General Meeting Minutes

Date: Sunday 27th November 2017

Location: Pagham Yacht Club

Start Time: 10.30am

End Time: 11.14am

AGENDA

1. Apologies for Absence
2. Adoption of 2016 AGM Minutes
3. Matter's Arising
4. Treasurer's Report
5. Adoption of 2016/17 Accounts
6. Appointment of Auditor(s)
7. Propositions for Expenditure in Excess of £2,000 (Rule 37):
8. Proposition of Honorary Membership
9. Subscriptions for 2017-2018
10. Election of Club Officers – Ballot for Commodore & Bar Manager positions
11. Commodores report/Address

Committee members present.

Initials	Present	Responsibility	Apologies (Absentees)
PA	Peter Atkins	Commodore	
MF	Michael Fowler	Vice Commodore	
AG	Andy Grout	Rear Commodore Sailing	
IG	Ian Gibbs	Rear Commodore Angling	
EF	Elaine Fowler	Rear Commodore Social	
CB	Clive Briggs	Rear Commodore Building	
CG	Carol Grout	Honorary Treasurer	
JP	Jill Palmer	Honorary Secretary	
IG	Ian Gibbs	Membership Secretary	
HA	Helen Atkins	Bar Manager	
EC	Edward Chantry	Club Member	
JL	Jill Leney	Assistant Secretary	

1. APOLOGIES FOR ABSENCE AND ATTENDEES	Margaret Westlake, Louise, Alex & Hannah Gibbs, Val Dorday, Steve Butcher, Pam Sibley & Carol Gale. 63 members attended of whom 42 were eligible to vote. (Barry Dickenson & Steve Greene arrived after the meeting had commenced so were not eligible to vote)
2. ADOPTION OF 2016 AGM MINUTES	The Minutes of the 2016 AGM Minutes were unanimously adopted.
3. MATTERS ARISING	There were no matters arising.
4. TREASURERS'S REPORT	There were no questions regarding the accounts. Simon explained brackets missing on figures on page 1.
5. ADOPTION OF 2014/15 ACCOUNTS	There were no matters arising from the Accounts which were proposed by Dudley Gibbs and seconded by Paul Palmer and were unanimously adopted.
6. APPOINTMENT OF AUDITOR	The Auditor was proposed by Eddie Chantry and seconded by Peter Wakeford and was unanimously re-appointed.
7. PROPOSITION FOR EXPENDITURE IN EXCESS OF £2,000 (Rule 37)	IG explained the proposal for Pagham Yacht Club to purchase a second Winch. It was important to have a second winch in case the first one breaks down. The winch cost £5,500 8 years ago. A quote has been obtained from North Sea winches (who provided the one 8 years ago) for £6946. This figure did not include installation as it was thought the installation would be done after the winter when we know how the beach will be. Peter Wakeford asked why only 1 quote had been sought and why do we not use the winch which was taken off the beach. Kevin Mason explained that it would not pass Health and Safety regulations as it had no brake or clutch on it. Eddie Chantry said that in the past there has always been 2 winches in situ., if one fails it will not be replaced immediately. He proposed having 2 working winches. A discussion followed. Simon Tompsett wanted PYC to get other quotes so that the most cost effective option could be taken and Kevin agreed to do this. The purchase of a second winch up tp £7,000 was proposed by Ian Gibbs and seconded by Kevin Mason and unanimously agreed.
8. PROPOSTION FOR HONORARY MEMBERSHIP	Peter Atkins spoke to the members about all the work Chris Page had done for PYC in the past which warranted him being made an Honorary Member. Proposed by Eddie Chantry and seconded by Dudley Gibbs. None against but 1 abstention.

9.	SUBSCRIPTIONS FOR 2017/18
	Ian Gibbs explained that after 4 years without a rise in subs, the Committee had decided to propose a rise inline with the Sept 2017 CPI rate that equated to a £5 increase on all grades of membership. IG also explained the Committee had decided that Boat Park fees would now be charged on a pro-rata rate.
10.	ELECTION OF OFFICERS
	Michael Fowler took the Chair and read through all those re-standing or nominated. All unanimously agreed. The election for the Bar Manager position was taken by paper ballot and 2 Social members – Mandy Henderson and Sue Briggs counted the votes. Helen Atkins was voted in. The election for Commodore was then taken and the ballot papers again counted by Mandy and Sue. Peter Atkins was voted in. All voting papers were then destroyed.
11.	COMMODORE'S ADDRESS
	Peter Atkins thanked all members who voted for him. All members had received his paper but added that the Club is run by a management Committee who deserve your thanks and perhaps next year a few more members could elect to help on the Committee. Peter went on to say that he had visited Margaret Westlake, our President, last Friday and had taken her some flowers and chocolates. She was in fine form and thanked everyone for the gifts. She is keeping well and wishes the Club every prosperity in the future.

There being no further agenda items for discussion the meeting closed at 11.14am

Jill Loney

Assistant Secretary

Approval of Minutes:

Signature _____ Date: _____

Peter Atkins

PYC Commodore

Attachment 2

F I N A N C I A L S T A T E M E N T S

PAGHAM YACHT CLUB

YEAR ENDED 31ST AUGUST 2018

CONTENTS	PAGE
Report of the Auditor to the Members	1
Profit and Loss Account	2
Balance Sheet	3
Schedule of Fixed Assets	4

AUDITORS REPORT TO THE MEMBERS OF PAGHAM YACHT CLUB

I HAVE AUDITED THE ATTACHED INCOME AND EXPENDITURE ACCOUNT AND THE BALANCE SHEET WHICH HAVE BEEN PREPARED FROM THE BOOKS AND RECORDS OF THE CLUB IN ACCORDANCE WITH APPROVED AUDITING STANDARDS.

IN COMMON WITH MANY SIMILAR ORGANISATIONS, THE CLUB'S SYSTEMS OF CONTROL OVER INCOME DO NOT PERMIT THE INDEPENDENT CONFIRMATION OF THE COMPLETENESS OF THE ACCOUNTING RECORDS, SO I AM UNABLE TO GIVE AN OPINION AS REGARDS BAR AND SOCIAL INCOME.

SUBJECT TO THE ABOVE, IN MY OPINION THE FINANCIAL STATEMENTS GIVE A TRUE AND FAIR VIEW OF THE STATE OF THE CLUB'S AFFAIRS AT 31ST AUGUST 2018 AND ITS EXCESS OF INCOME OVER EXPENDITURE FOR THE YEAR THEN ENDED.

PAGHAM,
WEST SUSSEX.

S.C.P. TOMSETT

PAGHAM YACHT CLUB

INCOME & EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST AUGUST 2018

	2018		2017	
	£	£	£	£
INCOME				

Subscriptions	26676		20586	
Boat Park Fees	6114		4945	
Members' Donations	2847		9677	
Games Machine	268		463	
Interest Received	50		12	
Social Income	(210)		(1147)	
Bar Profits (Note 1)	21896		22211	
		57641		56747
 Less Clubhouse Expenses				
Cleaning & Materials	7131		8167	
Repairs & Renewals	13468		7754	
Rates & Refuse	2234		4641	
Rents Payable	4000		4000	
Lighting & Heating	3867		2788	
Sundry Expenses	215		-	
		30915		27350
 Less General Expenses				
Sailing Expenses	2095		761	
Angling Expenses	280		160	
Printing, Postage & Stationery	392		714	
Telephone	216		226	
Insurances	4628		4242	
Licences & Subscriptions	1078		1690	
Bank Charges	60		91	
Interest Payable	108		103	
Social Expenses	1994		2957	
Donations	1389		100	
Depreciation	10088		7645	
		53243		46039
 EXCESS OF INCOME OVER EXPENDITURE				
		4398		10708

	2018		2017	
	£	£	£	£
NOTE 1				

Bar Profits				
SALES		61823		63883
COST OF SALES				
Opening Stock	(3823)		(3686)	
PURCHASES	(40939)		(41809)	
	-----		-----	
	(44762)		(45495)	
Less Closing Stock	4835		3823	
	-----		-----	
		(39927)		(41672)
		-----		-----
Gross Profit		21896		22211
		=====		=====

NOTE 2

Fixed Assets

The Clubhouse appears at the valuation made in November 1989 of £182,000 plus additions at cost and has not been depreciated. The last valuation (£450,000) was in 2004 (before the extension). Trophies were last valued in 1980 and have been fully depreciated.

PAGHAM YACHT CLUB

BALANCE SHEET AS AT 31ST AUGUST 2018

	2018		2017	
	£	£	£	£
FIXED ASSETS - as attached schedule		353916		357017

CURRENT ASSETS				

Stocks	4835		3823	
Trade Debtors	3146		5000	
Prepayments	3238		3704	
Bank Balances	67744		61034	
Cash in Hand	1435		622	
		80398		74183
		-----		-----
LESS: CURRENT LIABILITIES				

Loans	3466		4639	
Trade Creditors	8356		7931	
Key Deposits	2323		2046	
Sundry Creditors & Accruals	137		950	
		14282		15566
		-----		-----
NET CURRENT ASSETS		66116		58617
		-----		-----
TOTAL NET ASSETS		420032		415634
		=====		=====
P.Y.C. FUND ACCOUNT				

Balance brought forward	415634		404926	
Excess Income for Year	4398		10708	
		420032		415634
		-----		-----
		420032		415634
		=====		=====

PAGHAM YACHT CLUB

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2018

FIXED TANGIBLE ASSETS

	Opening Balance	Additions	Sales at Net Value	Closing Balance
COST OR VALUATION				
<hr style="width: 20%; margin-left: 0;"/>				
Freehold Property	326974			326974
Boats and Equipment	19879	5636	(417)	25098
Fixtures, Fittings & Trophies	10164	1768		11932
	<hr style="width: 20%; margin-left: 0;"/>			<hr style="width: 20%; margin-left: 0;"/>
	357017	7404	(417)	364004
	<hr style="width: 20%; margin-left: 0;"/>			<hr style="width: 20%; margin-left: 0;"/>
DEPRECIATION				
<hr style="width: 20%; margin-left: 0;"/>				
Freehold Property				
Boats and Equipment		(6325)		(6325)
Fixtures, Fittings & Trophies		(3763)		(3763)
		<hr style="width: 20%; margin-left: 0;"/>		<hr style="width: 20%; margin-left: 0;"/>
		(10088)		(10088)
	<hr style="width: 20%; margin-left: 0;"/>			<hr style="width: 20%; margin-left: 0;"/>
NET BOOK VALUE				
<hr style="width: 20%; margin-left: 0;"/>				
Freehold Property	326974			326974
Boats and Equipment	19879			18773
Fixtures, Fittings & Trophies	10164			8169
	<hr style="width: 20%; margin-left: 0;"/>			<hr style="width: 20%; margin-left: 0;"/>
	357017			353916
	<hr style="width: 20%; margin-left: 0;"/>			<hr style="width: 20%; margin-left: 0;"/>

Attachment 3

The Management Committee proposes an initial Subscription Fee and Renewal Fee for 2018-2019 as per the following table:

Category of Membership	Application Fee (100%)	Renewal Fee (80%)	1 st Half of Sailing Season				Pro-Rata Period						Jan 17	Feb 17
			Mar 16	Apr 16	May 16	Jun 16	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16		
Full Adult	£155	£125	£155				£138	£121	£103	£86	£69	£52	Application Fee as set at the 2017 AGM and sustained at the 2018 AGM	
Full Family	£285	£230	£285				£253	£222	£190	£158	£127	£95		
Social Adult	£95	£75	£95				£84	£74	£63	£53	£42	£32		
Social Family	£185	£150	£185				£164	£144	£123	£103	£82	£62		
Student	£95	£75	£95				£84	£74	£63	£53	£42	£32		
Youth	£50	£40	£50				£45	£40	£35	£30	£25	£20		

2018 Boat Park Fees (pro-rata rates)

Class of Boat		1 Mar 18 to 28 Feb 19	1 Jun 18 to 28 Feb 19	1 Sep 18 to 28 Feb 19	1 Dec 18 to 28 Feb 19	Note
Monohull Dinghy	1 st	£100	£80	£60	£40	Discounted fee for 2 nd and subsequent boats applies to the lower costing boat(s) in all cases.
	2 nd +	£80	£60	£40	£20	
Catamaran	1 st	£150	£120	£90	£60	
	2 nd +	£120	£90	£60	£30	
Trailer with Multiple Boats	1 st	£175	£140	£105	£70	
	2 nd +	£140	£110	£80	£50	
Student/Youth Dinghy	1 st	£75	£60	£45	£30	
	2 nd +	£60	£45	£30	£15	
Board/Kayak Stowage	1 st	£50	£40	£30	£20	
	2 nd +	£40	£32	£24	£16	

Attachment 4

MANAGEMENT COMMITTEE 2018

POSITION	<i>RESTANDING</i>	(NEW) NOMINEE	PROPOSER	SECONDER
Commodore	<i>Peter Atkins</i>	Paul Palmer	Derek Haverly	Kevan Page
Vice-Commodore	<i>Michael Fowler</i>	John Gallagher	Kevin Mason	Georgie Orde
Rear-Commodore Sailing	<i>Vicky Collins</i>	-	-	-
Rear-Commodore Angling		Peter Wakeford	George Snell	Paul Palmer
Rear-Commodore Social	<i>Elaine Bradley-Fowler</i>	-	-	-
Rear-Commodore Building	<i>Jaan Siddique</i>	Clive Briggs	John Sibley	Marion Page
Honorary Secretary	<i>Jill Palmer</i>	-	-	-
Honorary Treasurer	<i>Sylvia Bentley</i>	-	-	-
Membership Secretary	<i>Andy Day</i>	-	-	-
Bar Manager	<i>Helen Atkins</i>	Jill Palmer	Colin Skudder	Guy Lawson
Club Member	<i>Michael Bentley</i>	Georgie Orde	Keri Parr	Kevin Mason

Note: Positions of Commodore, Vice Commodore, Rear-Commodore Building, Bar Manager and Club Member will be voted for by paper ballot.

ASSISTANTS - POSITION VOTED FOR BY AGM	<i>RESTANDING</i>	FOR ELECTION	PROPOSER	SECONDER
Boatswain	<i>Kevin Mason</i>	-----	-----	-----
Child Protection Officer		Lesley Haynes	Jill Palmer	Ingrid M Chantrey

Attachment 5

October 2018

Dear member,

Every year for the last 3 I have sat down here on the beach in October to consider the highs and lows of our performance as a club. I intended that this year would be my last report and I would retire as your Commodore. However I have been approached by a number of members who suggested that it might be in the best interest of the club if I offered myself for re-election. In discussions with some other members and after many hours of consideration I decided that giving you the choice between 2 candidates was better than no choice. If re-elected I would be able to continue to help the conversion of the club into a forward looking, well managed business, with a 5 year rolling business plan based on the annual budget and conditions of the moment. This would enable the club to grow and rebuild its physical presence on the beach to a modern standard. Currently our membership stands at 341 from 255 last year at this time. This is a healthy situation but we must continue to work hard.

Returning to the purpose of this annual review let us look at the sailing section of PYC. After several years of declining numbers the continuation of the "Try-Sail" opportunities begun 4 years ago has really repaid all those involved handsomely. What Andy and Kevin began Vicky has been able to bring to capitalise on. Each year the numbers taking part has doubled from just a few to this years' 160 participants. The weather was perfect, however without the hard work of a dedicated band of members we would not have done so well. On your behalf I would like to say thank-you to all of the sailing crews both old and new and all of their helpers. Sailing in particular has grown the fleet of regular participants, but kayaking and paddle boarding have both emerged as regular, well supported events within the summer weeks.

Our Rear commodore angling has decided to retire from duty this year. He has not only looked after the fishing for a number of years. He has been our membership secretary for a very long time and has worked tirelessly on your behalf to ensure that have become a viable club/business. He will, I hope, remain as one of our trustees for some time to come.

Fishermen have had a very mixed season with many boat events cancelled or postponed due to unsuitable conditions. Despite this they have managed several beach matches and many mid-week launches for the pleasure of the sport. We have over the year gained a number of new fishermen and several new boats are parked in the boatyard. I hope that over the coming years they will remain and be successful. Enthusiasm within the fishermen is currently high, however they do need to find a new rear commodore fishing for 2019.

Social events over the year have grown in frequency and success from a slow start in the horrible winter to a booming autumn season. The range of events has widened considerably from Haggis Supper to the Smiley Show Band, from skittles /pool to Friday Suppers and from Birthday parties, engagements and retirement bashes to excellent food from Elaine and Michael on many occasions. There has been something special for some, and something enjoyable for many. It is our club, and membership entitles everyone to be as active or as quiet as they wish. There has been much impromptu BBQ activity this summer taking full advantage of the weather and the facilities offered to all. I thank each and every one of you for your support and involvement in PYC.

A new committee has begun to emerge to manage your club, it began last year and will continue to evolve further as we complete the AGM. For example the onerous task of membership secretary has been taken over by Andy Day. The club is run entirely by volunteers, particularly those members of the management committee who give up a lot of their time and energy. **Their work needs to be regularly assisted by you.** The more members that help with voluntary duties,

the easier the task of running the club becomes. If you wish to offer your help then please talk to the officers. After all, the more we help within the club the more we are involved in its life.

Finally I need to thank Sylvie for her sterling work as our new treasurer cutting costs and not taking nonsense from the likes of electricity suppliers. Her husband Mick has been a much needed cool head in many debates over the year and a valuable contributor to the work of the committee. Jill our Hon. Sec. has become better known to you all through the weekly blog which she took over from Ian.

And finally the Bar manager Helen, who has supported us all by ensuring there has always plenty of fluids to sustain us and alcohol to raise our spirits. She has worked tirelessly to ensure that the bar is open when required and restocked every week. Her real value has been to me in ensuring that she was always there when I needed a sounding board or just a shoulder to lean on. Thank you my wife!!!

Thank you all for your support over the last year, it is a pleasure I much enjoy to serve as your Commodore and whether I emerge next year as a member or an officer I can honestly say it has been a pleasure.

Finally I would like to wish all candidates standing for election "Good Luck in your endeavours" and whether successful or not please continue to enjoy PYC.

Yours Sincerely

Peter Atkins