



Kendal & Lakes Branch (0546)

**ANNUAL GENERAL MEETING - 20 DECEMBER 2011
KENDAL LEISURE CENTRE - 8.00 PM**

Presiding:

- Chairman: Paul Fry (PF)
- Diving Officer: Gary Davis (GD)
- Treasurer / Membership Secretary: John Denman
- Secretary: Lucy Rutherford

Minutes of Meeting

25 members out of a total club membership of 50 were in attendance.

1. Minutes and matters arising from the AGM held 7 December 2010

There were no matters arising. Mark Littlewood proposed the minutes as a true and accurate record of the meeting, this was seconded by John Denman and the minutes were duly approved.

2. Chairman's address

It hardly seems a year since we were here with the last AGM. The year seems to have flown by and such a huge amount has happened. The club continues to be strong with a positive number of renewals considering the economic climate. As John will no doubt cover in his address.

The club continues to provide a wide variety of dives, from 30 minute night dives in Windermere, to hour long dives in the Red Sea. From scenic dives to "probably the best dives in the Shetlands!".

Our new members have increased with some very keen younger members setting a fierce pace of learning and some excellent exam results of 100%. There is strength in numbers and depth in the training that the club has done getting new qualifications in all grades.

The social side of the club keeps us in fish n chips for fiver and curries. Although the Christmas Party was less well supported and perhaps we need to review when this is going to be or what the format is.

In financial terms the great win of the year has been the truly remarkable efforts of Gary to get £10,000 of grant aid for the club to promote safer diving and safety with more training equipment. A fantastic opportunity.

The steam gathering is a good event for the club that is well supported and brings in valuable additional funds into the club and thanks Gary for taking over the organising at the last minute.

Thank Brian, Gordon, Mark, Dave & Liz, All instructors, compressor operators and DM's

& Finally Gary : Three years DO, Social events, Grant, training, Try Dives and all the other things he has done and organised. He will be a hard act for anybody to follow. It is for his huge efforts for the club, that I am going to award him the chairmans award



We have had a good years diving with no incidents, we have worked together as team for fund raising and helping each other out in times of crisis. For the next year and the new chairman I am confident that they will taking on a healthy club which can develop and use the added resources of the grant funded kit to safe and enjoyable diving.

Thanks to all

3. Treasurer and Membership Secretary Report

3.1 Review of the year to 31st August 2011

The Club's financial experience for the year are summarised in the following table. A more detailed analysis of the Profit and Loss Account is given in Appendix 1.

Profit and Loss Account	Actual Year Aug-10 £	Actual Year Aug-11 £	Change £	Change %
Income	8972	8187	-785	-9
Expenditure	-9416	-8212	1204	-13
Surplus/(Deficit)	-444	-25	419	

Balance Sheet	31 Aug 2010 £	Move £	31 Aug 2011 £
Deposit Account	16127	-3700	12427
Current Account	1289	800	2089
Cash	17416	-2901	14516
Debtors	1125	-2349	-1224
Creditors	-3708	5225	1517
Working capital	-2583	2876	293
Net assets	14833	-25	14808
Surplus/(Deficit) for YTD		-25	-25
Surplus/(Deficit) at previous year end	14833	0	14833
Net assets	14833	-25	14808

Income

1. The Club ended the year with 55 members compared to 61 in 2009/10.
2. Branch membership subscriptions were £2960 compared to £3227 in the previous year, down £267(8%).
3. BSAC membership subscriptions were £2053 compared to £2560 in the previous year, down £508 (20%) as more members chose to pay by Direct Debit.
4. Training fees were £1990, up £887 (80%) on 2009/10.
5. £1237 was collected from Fundraising Events, £372 more than in the previous year. This included sales of £165 relating to Club polo shirts.

Expenditure

1. Payment of BSAC membership subscriptions were down by £508. (Offset of 3 above).

2. Repair costs were £206, down £1130 on the prior year.
3. Fund raising costs were £365. This included £295 which was spent on Club polo shirts. Subsequent sales to members brought in an income of £165.

Balance Sheet

1. Cash funds were reduced by £2901 to fund the deficit of £25 and the movement of £2876 in working capital.
2. Debtors at 31st August 2011 were represented by Branch and BSAC membership subscriptions paid in advance.
3. Creditors at 31st August 2011 included pool hire fees of £1370 paid in advance.

3.2 Current projection for the year to 31st August 2012

A more detailed analysis of the Profit and Loss Account is given in Appendix 2.

Profit and Loss Account	Actual Year Aug-11 £	Forecast Year Aug-12 £	Change £	Change %
Income	8187	6247	-1940	-24
Expenditure	-8212	-6892	1320	-16
Surplus/(Deficit)	-25	-645	-620	

Balance Sheet	31 Aug 2011 £	Move £	Current date £
Deposit Account	12427	173	12600
Current Account	2089	2211	4300
Cash	14516	2384	16900
Debtors	-1224	1224	0
Creditors	1517	-4253	-2736
Working capital	293	-3029	-2736
Net assets	14808	-645	14164
Surplus/(Deficit) for YTD		-645	-645
Surplus/(Deficit) at previous year end	14808	0	14808
Net assets	14808	-645	14164

Income

1. To date the Club has 49 members compared to 55 in the prior year. The current membership is listed in Appendix 3. There are 10 new members offsetting 16 members who did not renew.
2. Branch membership subscriptions for the year to date are £2935 compared to £2960 in the previous year, down £25 (1%).
3. BSAC membership subscriptions for the year to date are £1704 compared to £2053 in the previous year, down £349 (17%) as more members chose to pay by Direct Debit.
4. Training fees to date are £1170.
5. The forecast for year to August 2012 includes no revenue from the July 2012 Steam Fair.



Expenditure

1. Payment of BSAC membership subscriptions were down by £349. (Offset of 3 above).
2. Pool hire costs are estimated to be £1624, down £731 on 2010/11. Please keep this information confidential.

Balance Sheet

1. Creditors at 31st August 2012 represent the current estimate of future unpaid expenditure in 2011/12.
2. The Balance Sheet takes no account of the forth coming grant from Sports England.

With the decline in membership subscriptions the importance in revenue collect from Fundraising Events is evident. This is particularly so of the Steam Fair in particular which raised £800 in 2010/11.

John Denman
Treasurer

4. Diving Officer Report

4.1 Diving Officers Address

Coming to the end of a 3-year term of office, it's impossible to start without thanking everyone that helped with diving in any way; be it organising dives or try-dives, organising trips or holidays, instructing in the pool and open water or by holding lectures: without all these helpers the job of D.O. would be near impossible!

I have to report that although the year has, been free of incidents involving club members, therefore a good year, we had a visiting ex-member undertake Hyperbaric Recompression therapy, following an uncontrolled ascent at Capernwray earlier in the year; gladly they seem to have suffered no resultant after effects.

All incidents are discussed by the committee and any learning points, about prevention, identification or subsequent treatment are considered for inclusion in the Club Diving Standards that were introduced last year. Incidents are also reported to BSAC for inclusion in the annual incident report.

The Club has carried out almost 1400 dives (not including any covert Friday Night dives, as I don't know anything about these, and if I did, I wouldn't be able to tell you anyway) amounting to approximately 1100hrs under water between the last AGM and this one, although, again, perhaps understandably the diving dropped off significantly in October & November. (Total dives of 1200 in 2010 & 1400 in 2009)

We have again carried out quite a significant amount of training throughout the year; we've qualified 10 Ocean Divers (Eloise, Tiree, Terry, Caroline, Christine, Leigh-Ann, Elaine, Joe, Shantel & James), Ewan & Alexandra need to finish their Open Water Dives, and Mark, Olivia & Reanne yet to start theirs; 2 Sport Divers, (Terry & CarolineP), 2 Dive Leaders (NaomiF & DavidF) One advanced diver (PaulF), altogether 17 (13 in 2010 and 20 in 2009 – 50 in total)

The BSAC Buoyancy & Trim Workshop and the Accelerated Decompression Procedures SDC stalled a bit this year, with me finding it difficult to find a weekend when both Instructors & trainees were available together, but I tried.

We have again maintained a good level of trips, and, other than a day at Eyemouth, the weather was, on the whole, much kinder than last year; trips



included The Farne Isles, St Abbs, Eyemouth, Scapa and the Red Sea – again many thanks to those that plan & organise these trips.

We have a good number of trips already organised for 2012..... But that's now the domain of your new D.O.

Needless to say, the most popular site was once again Capernwray. This year, with all the training we've been doing, it's probably no surprise that it is again Capernwray, with 25 visits and some 278 dives.

So now it's up to the new D.O. that you will shortly choose to dictate the direction & purpose of this club, I hope you support him as you've supported me.

Thank You!

4.2 Diving Awards 2011

Trainee of the Year

I felt that this should be awarded to the trainee that has either progressed through training with unusual speed whilst maintaining a high standard, or possibly a trainee that has overcome some real difficulties to complete their training with competence and perhaps discovered a new found confidence. Nominations were requested from committee members & instructors.

There were a number of nominations for this award; this is a joint award to someone who, despite being PADI Open Water Divers decided to do OD and then moved on to complete SD, whilst becoming thoroughly involved in most club activities; I'm pleased to award Trainee of the year to Terry & Caroline Peet.

Lady Diver of the Year

This should be awarded to the Lady Diver that has again done the most in terms of Club diving, measured by number of dives, type of dives and including the number/type of dives and/or trips organised.

There was also a number of nominations for this category; but it was very difficult to decide between the main contenders, so I've looked back over the whole three years of my term of office – I'm very pleased to award this trophy to Julia Salisbury.

Diver of the Year

This should be awarded to the Club Member that has done the most overall in terms of promoting club diving, which can again perhaps be partly measured in terms of number and types of dives done by the individual along with the number and types of dives or trips organised, but also need to take account of their overall support of the club activities and it's members.

This was, and should be the most difficult decision in that there wasn't an outstanding individual this year; to decide who I was awarding this to this time, I've had to look back at the whole of my period of office, and the person I have chosen for this has a consistent record of throwing themselves into the Club's diving, playing a big part in running the club, helping with training and carrying out the 'odd job', whilst balancing his family duties – The winner is Sean Taylor, due, in my opinion to the consistency he's shown over the last three years in balancing his diving, organising dive trips, and helping out with the training. Well done Sean!



Honorary Membership

In recognition of his continued and enthusiastic support to Kendal and Lakes SAC over the previous 24 years in diving, instructing, serving as a club officer, organisation of trips and social events, Gordon Donald was awarded an Honorary Membership of Kendal and Lakes Sub Aqua Club.

Following the Diving Officers report, Tim Walker thanked Gary for his time as Diving Officer especially in the area of diver safety.

6 Election of club officers and committee members

The following Committee members were standing down.

- Diving Officer
- Chairman
- Mark Littlewood as Committee Member 5

The following members put themselves forward for the following positions: -

- Diving Officer – Paul Fry
- Chairman – Mark Littlewood
- Committee Member 5 – Gary Davis

All stood unopposed and the meeting approved the appointment of the above.

The following Committee members sought re-election and were duly re-elected.

- John Denman as Treasurer / Membership Secretary
- Lucy Rutherford as Secretary
- Committee member – Debbie Davis
- Committee member – Russ Curwen
- Committee member – Sean Taylor
- Committee member – Brian Loader

Thus until the next AGM the Committee will comprise:

- Mark Littlewood – Chairman
- Paul Fry – Diving Officer
- John Denman - Treasurer / Membership Secretary
- Lucy Rutherford - Secretary
- Brian Loader – Committee Member
- Debbie Davis - Committee member
- Gary Davis - Committee member
- Russ Curwen - Committee member
- Sean Taylor - Committee member

7 Adoption of BSAC Safeguarding Policy

The meeting agreed to formally adopt the BSAC Safeguarding Policy, this was proposed by Mark Littlewood and seconded by Dave Mason.

8 Consideration of the identification of a new membership grade of Patron

The meeting agreed to create the new membership grade of Patron. The proposal was proposed by Mark Littlewood and seconded by Brian Loader.

9 AOB



A Vote of Thanks to Gary Davis for his efforts in securing the club a grant from Sport England was proposed by Mark Littlewood, seconded by Brian Loader and agreed by all.

Present:

M Croyley, A Croyley, R Curwen, T Curwen, G Davis, D Davis, J Denman, A Donald, N Fisher, D Fisher, R Gibbon, J Greener, A Kent, M Littlewood, B Loader, D Mason, C McGrath, T Peet, C Peet, J Reddy, L Rutherford, J Salisbury, E Skinner, D Skinner and S Taylor.

Apologies:

T Hubbard, T Howarth, S Constance and C Constance

Appendix 1

	Actual Year Aug-10 £	Actual Year Aug-11 £	Change £	Change %
Income				
BSAC	2560	2053	-508	-20
Membership fees	3227	2960	-267	-8
Training	1103	1990	887	80
Air/Compressor	115	0	-115	
Nitrox	354	-1	-355	
Try Dives	185	80	-105	
Donations		0	0	
Fundraising Events	865	1237	372	43
Kit Hire		0	0	
Compressor Fund	215	0	-215	
Interest Received	191	2	-189	
Miscellaneous	157	-134	-291	
Income	8972	8187	-785	-9
Expenditure				
BSAC Membership	2560	2053	-508	-20
BSAC Shop	287	870	583	
Instructor Rebates	281	400	119	
Training	455	144	-311	
Nitrox	399	0	-399	
Insurance	1166	1085	-81	
Rates/Rent	574	576	2	
Pool	2283	2355	72	
Kit	23	158	135	
Repairs/oxygen etc	1336	206	-1130	
Fundraising Events	30	365	335	
Donations		0	0	
Miscellaneous	22	-1	-23	
Expenditure	9416	8212	-1204	-13
Surplus/(Deficit)	-444	-25	419	-94

Appendix 2

<u>Projection at 20 December 2011</u>	Actual Year Aug-11 £	Forecast Year Aug-12 £	Change £	Change %
Income				
BSAC	2053	1704	-349	-17
Membership fees	2960	2935	-25	-1
Training	1990	1170	-820	
Air/Compressor	0	100	100	
Nitrox	-1	0	1	
Try Dives	80	20	-60	
Donations	0	20	20	
Fundraising Events	1237	120	-1117	
Kit Hire	0	5	5	
Compressor Fund	0	0	0	
Interest Received	2	173	171	
Miscellaneous	-134	0	134	
			0	
Income	8187	6247	-1940	-24
Expenditure				
BSAC Membership	2053	1704	-349	-17
BSAC Shop	870	0	-870	
Instructor Rebates	400	633	233	
Training	144	624	480	
Nitrox	0	0	0	
Insurance	1085	1161	76	
Rates/Rent	576	639	63	
Pool	2355	1624	-731	
Kit, repairs, etc	158	410	252	
Oxygen	206	82	-124	
Admin	0	14	14	
Fundraising Events	365	1	-365	
Donations	0	0	0	
Petty cash	-1	0	1	
			0	
Expenditure	8212	6892	-1320	-16
Surplus/(Deficit)	-25	-645	-620	2523

Kendal and Lakes SAC Membership as at 20th December 2011

Mark	Bland		New member
Alexandra	Casement		New member
Sandra	Constance		New member
Chris	Constance		New member
James	Cook		New member
Matt	Cropley		
Amber	Cropley		
Russell	Curwen	Assistant Diving Instructor	Committee Member
Terence	Curwen		
Gary	Davis	Open Water Instructor	Diving Officer
Deborah	Davis	Open Water Instructor	Committee Member
John	Denman		Treasurer
Alexander	Donald	Open Water Instructor	
Naomi	Fisher		
David	Fisher		
Sean	Fletcher		New member
Paul	Fry	Open Water Instructor	Chairman
Russell	Gibbon		
John	Greener		
David	Harvey		
Reanne	Harvey		New member
Olivia	Harvey		New member
Tom	Howarth		
Paul	Jackson	Assistant Diving Instructor	
Elaine	Jones		
Andrew	Kent	Open Water Instructor	
Amber	Kershaw		
Joseph	Leach		
Mark	Littlewood	Open Water Instructor	Welfare Officer
Brian	Loader	Advanced Instructor	Equipment Officer
Dave	Mason	Open Water Instructor	
Leigh-Ann	McGrath		
Christine	McGrath		
Kenneth	McMillan		New member
Stephen	Mitchell		
Terry	Peet		
Caroline	Peet		
Ian	Pennington		
Shantel	Primmer		New member
John	Reddy		
Stephen	Richards	Open Water Instructor	
Lucy	Rutherford	Open Water Instructor	Secretary
Julia	Salisbury		



Elizabeth	Skinner	Open Water Instructor	
David	Skinner	Open Water Instructor	
Sean	Taylor	Open Water Instructor	Committee Member
Ewan	Tennant		New member
Eloise	Thompson		
Tim	Walker	Advanced Instructor	