



## Harpenden Colts FC – AGM Minutes

**The Annual General Meeting of Harpenden Colts FC Limited**  
**Thursday 25<sup>th</sup> May 2023**  
**Bennet's, Leyton Road, Harpenden - 8.00pm**

**Our Mission:**

To help young people in the Harpenden Area reach their full potential and achieve physical and mental well-being through football

**Our Vision:**

To instil a life-long love of football as a physical and social activity for our members and the whole community

#	Item	Action
1	<b>Apologies and agree Minutes of 2022 AGM</b>  Apologies: Anna Hamilton-Watson, Ian Holden, Rod Ball, Nicola Balfour, Chris Glanvill	Minutes agreed
2	<b>Matters Arising from 2022 AGM</b>	No matters arising
3	<b>To receive Officers' reports:</b> <ul style="list-style-type: none"><li>• <b>Club Report – Chris Gregory (Chair)</b></li></ul> Thank you to coaches, admins, volunteers, Officers/Directors. First year as Chair; even though had been a volunteer for 3 years before that, now realise phenomenal amount of work goes into it, which is really appreciated.	



<p>An apology – we’ve changed and updated a lot of things this season, which has put a lot of pressure on number of admins and directors. I came in with lot of enthusiasm to improve things!</p> <p>Record number of young people playing football – we have broken 1,400 players; 1,500 including Adult team. Offered over 5,000 hours of football to young people in Harpenden and surrounds this year – incredible when it’s being offered by volunteers. This would be equivalent of six figures in monetary value of man hours.</p> <p>Launched first Adult men’s team – would like to do same for women in near future. Had almost 100 players involved in both matches and training. Has provided opportunity for a lot of players who left Colts, went off to uni and came back, and provided them with a positive place to come back to. They get a huge amount of value out of it – both physical and emotional health. Managed to fulfil every fixture. Has been the in-form side in League over last 2-3 months.</p> <p>Completed 4<sup>th</sup> year of curriculum roll out. 100 session plans for U7s-U10s. Has now been rolled out through third of Club. Will work through rest of it over next 8 years. 30+ support &amp; development workshops delivered to 200 coaches across year groups, mostly by George Lappas (pro coach – HCFC Head of Football Development). Further 250+ hours of coach development support hours offered to year groups by GL. Only a handful of hours were left spare. Thank you to everyone for taking it up, and GL for coordinating.</p> <p>Paul Wright has restructured Girl’s Section with help of girls volunteers. In good place in terms of mirroring Boys section with Year Group Leads &amp; Admins now in place – structure in place to grow once new pitch is up and running.</p> <p>Secured FA 3* Accreditation, for both Junior and Adult side. Termly newsletters re-launched. Extended training venues to end of April – good job we did with weather conditions.</p>	
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<p>Launched Player Development Centre (PDC) 2 weeks ago. Filled 200 spaces in less than 24 hours. 50 on waiting list. Have taken over 100 players off waiting list into PDC sessions, getting curriculum training. PDC sessions will go onto new Rothamsted 3G in September.</p> <p>Presentation Day – really positive feedback. Genuinely enjoyed meeting everyone from across Club and kids looked like they loved it.</p> <p>7 league and cup wins between Boys &amp; Girls sections.</p> <p>Secured 2 new kit sponsors on away shirt for next season. Part of that will be partnership with local youth mental health charity – to be announced in early June.</p> <p>New pitch build has started. On schedule, helped by the weather. Has been levelled and hardcore and drainage being put in currently. On track for start of September. Thank you to everyone who has been a part of that.</p> <p>Have also had some challenges this year. Inflation has bitten a lot in second half of this year – kit, equipment, electricity for floodlights – venues wanting to increase prices for next year. Will be having tough conversations with venues over coming months. Facilities have driven a lot of costs. Have had a really wet winter, and will continue to do so. Club needs to decide whether wants to commit to getting all training onto 3G to mitigate this.</p> <p>Now firmly in small business territory in terms of size of income and expenditure. Have to try and structure Club in way that can manage that process.</p>	
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- **Safeguarding & Training report – Anna Hamilton-Watson (Club Welfare Officer)**

It has been a great first year for me in the Welfare team. Can I extend my thanks to Kat Cook, Liz Attenborough, Sara Bresler and Ellie Nicholas for all their help this season. Liz and Ellie are stepping down and I would like to thank them both for all their hard work over the last few years. As you know, Liz was the Club Welfare Officer before me and she has been such a source of support as I have been finding my feet, for which I am really grateful.

With almost 400 coaches, keeping up to date with all the DBS, safeguarding and first aid requirements is a huge job and I have managed to recruit three, possibly four new volunteers for next year, which is great. Especially given the new PDC, for which it has been lovely to see lots of younger people coming through to us to be DBS checked.

As far as incidents have been concerned, we have been working to forge relationships with the welfare teams in other clubs, in the hope that situations can be resolved club to club before having to go through the league. We have also forged a great relationship with Gemma Chaffey, the new Welfare Officer at Herts FA.

Thank you to Chris, Ryan and Rachel for all their help and support since last May. Looking forward to next season.

- **Treasurer's Report – Iain Wyper (Treasurer)**

**Overview of 2022/23:**

We continue to be in a healthy financial position as a Club. Over the years we've slowly built up reserves. Had couple of major projects in terms of 2 new 3G facilities in Harpenden. RPS - £100k contribution 5 or 6 years ago. That had been built up over number of years, without the need to ask parents for any specific contributions.



<p>The Rothamsted 3G project has had an impact on our reserves, but being able to deliver that for players &amp; coaches without having to raise extra funds is phenomenal.</p> <p>Last year was a challenge – cost of living increases. Had good fortune – RPS costs increased by £11k (increase in hourly rate, plus electricity surcharge not budgeted for), but had budgeted for more use of 3G (STAGs) that didn't end up being needed. That helped to balance budget to within a few hundred pounds.</p> <p>Player figures of 1,250 used for budgeting subs income. Actually had 1,400 – helped to offset some of additional costs.</p> <p>Expenses exceeded income by just under £4k last financial year. Had expected that, but moving forward, need to diversify away from reliance on subs income. Otherwise going to continue needing to invest in new kit, facilities, equipment etc and keep having to pass that on to parents.</p> <p>95% of income is subs generated. PPA shirt sponsor for last few years - £10k last year, which makes a big difference, but when getting up to £350k turnover, it is a relatively small proportion.</p> <p>Have now paid £100k for Rothamsted pitch to Harpenden Town Council (HTC). Still got another £36k to pay to HTC for Rothamsted agreement - £12k a year for next 3 years. So total contribution will be close to £150k. Factored into facilities costs.</p> <p>Accounts till showing £208k but actual cash in bank is around £100k. To put in context, our accountants advice is that to run grassroots football club, want to be holding 50% of annual subs income as reserves. So over next few years, should be looking to build reserves back up to £150k.</p>	
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4	<p><b>To agree Subscriptions for the 2023/24 Season</b></p> <p>2023/24 season – record increase in expenses (again!). Continuing to grow, and therefore both income and expenses will increase. Expenses next year will be around £350k.</p> <p>Giving thought to what we could do differently next season. SB has spent more time on operations stage in year one, but has been leading sponsorship response and wants to focus more on commercial side next season.</p> <p>e.g. St Albans City Youth have sponsorship at squad level (new kit every 2-3 years). If it was 95 different squads, would be massive administrative and logistical challenges around that, but would be big financial upside as well.</p> <p>2024/25 look at Year Group sponsorship, as stepping stone? 12 YGs across Boys &amp; 11 YGs in Girls section – sponsorship of £3k per YG? Could generate &gt;£60k?</p> <p>£750 per squad would double sponsorship income again. Which negates cost of providing kit to all players. Vesey have capability for that now and would be open to discussion around it.</p> <p>PDC sessions – phenomenal response in terms of sign-up. £12k of income from that. Net profit to be shared with GL.</p> <p>SB taking lead with support from volunteers to drive commercial aspect of role. Presentation Day success – look for commercial sponsorship of that next year.</p> <p>New 3G – opportunity for HCFC tournament &amp; sponsorship of tournament.</p> <p>GiftAid – to be worked through in more detail. Can potentially claim GA on donation element of subs income. If were able to do that, would be significant amount of income.</p> <p>Corporate reimbursement. e.g. NatWest - £250 per year if volunteer more than certain amount of hours for an organisation over the year. Could do more of that.</p>	
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<p>Parental donations. LA not particularly user friendly to make a donation, but is perception that we don't need any more money. Out of 1,400 kids registering last year, only received £495 in parental donation income. £5k loss being reported might change people's mindset.</p> <p>Expenses – have budgeted on worst case scenario. Facilities alone will be £145k next season.</p> <p>Subs last season was £195. Proposed subs of £210 is 7.5% increase year on year. Inflation is at 10% - so not as high. Costs are up by over 10%. Even with that subs increase, still forecasting slight shortfall in income versus expenses. If don't go to £210, put Club at risk of not being able to build back up reserves.</p> <p>We are very cognisant of fact that cost of living is affecting all families. For first time ever, will be giving option to pay over 3 months as standard for all members for 2023/24 subs. Also have continued support of James Marshall Foundation. Have never knowingly prevented child from playing football for financial reasons.</p> <p>HCFC is still cheaper than other grassroots sports clubs in local area – versus Berkhamsted, SACY. Difficult to exactly compare like with like, but we're still coming out at cheaper end. When break it down to training and matches it still only equates to £3 per session.</p> <p>Feedback from attendees on proposed subs increase: League stipulate you have to have an alternate kit – but that could just be bibs. Berkhamsted don't have an away kit. Could only have new shirt every season and not shorts &amp; socks, which parents only purchase if they need it? If don't provide, could end up with players wearing different shorts/socks when grown out of others, rather than buying themselves. Reversible tops? IW to ask question of Vesey. Optional sibling reduction? Discount for paying up front versus paying over 3 months?</p>	
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	<p>Relatively comfortable that this time next year won't need another large increase. Some costs will go down - £12.5k to HTC for Rothamsted in 3 years, electricity costs. Nothing that we're currently aware of that will mean another significant increase.</p> <p>RPS needs floodlights replacing – need to be switched to LED. £20k.</p> <p>Lottery sign-up has been low, but will continue to promote.</p> <p>£40k target for commercial income generation next season.</p> <p>Can learn from PTA's income generation? Need people to feel a part of the Club to be willing to buy into our community.</p> <p>Big ticket items to raise money – Presentation Day, tournament, sponsorship.</p> <p>RH – create expectation that every squad has to find x number of volunteers to run the tournament this year, and year groups take turns to run tournament? Just paying subs isn't enough.</p> <p>Need to improve communications. Members need to understand that when we reinvest money into new pitch, means we've safeguarded future of Club. Lots of other Clubs had to cancel winter training. Means we get access to 3G at lower rate than commercial rate, but lots of members will think our £100k investment means we get use of it for free.</p>	<p>Proposed subscription fee of £210 carried by majority vote</p>
5	<p><b>To receive and adopt the Statement of Accounts</b></p>	<p>Adopted</p>







	<p><b>Thank you to other volunteers who are leaving their roles:</b></p> <ul style="list-style-type: none"> <li>• Liz Attenborough (Asst Welfare Officer)</li> <li>• Ellie Nicholas (Asst Welfare Officer)</li> </ul> <p><b>Thank you to outgoing U18s coaches:</b></p> <ul style="list-style-type: none"> <li>• U18 Boys Squad Leads – Keith Gladdis (Cyclones), Paul Grice (Hurricanes), Andy Ruckley (Storm), Jes Reilly (Typhoon)</li> <li>• Plus 4 other U18 Boys coaches (Tony Lawes, Carl Noble, Guy Turner &amp; John Lamb)</li> <li>• U18 Pumas (Girls) Squad Lead – Travers Symons</li> <li>• Plus U18 Pumas coach – Tom Moody</li> </ul> <p>Thank you to all of those volunteers for their numerous years and huge amount of hours they've put in.</p>	
9	<b>To confirm Herts FA affiliation for 2023/24 season</b>	Confirmed
10	<p><b>Any other business, of which prior written notice has been received by the Club Secretary</b></p> <p>None</p>	

Meeting closed at 9.20pm