

BURTON-ON-THE-WOLDS PLAYING FIELD ASSOCIATION
Annual General Meeting Monday 17th May 2021
Virtual Meeting through Zoom

MINUTES

Present: Robert Shields, Pamela Parkin, Phil Spencer, Brian Bunn, Tony Sparano, Carol Allenby and Catherine Thomson

Apologies: Rachael Saunders, Pam & Peter Harrison, Helen Monk, Mike Orton, Richard Thomas.
No members of the public were present

1. **Minutes of the previous AGM on Monday 26th October 2020** were proposed as a true and accurate record by PP and seconded by BB and approved unanimously by all present.
2. **Matters arising from the minutes**
There were none
3. **Chairman's report** was given and is published with these minutes. There were no questions and the Chairman was thanked.
4. **Treasurer's report** was published before the meeting and should be looked at with these minutes. In addition Helen summarised "we have a deficit this year because we spent £2,245 on the concrete surface, for which we received some of the funding last year. We also received no income from the hire of the pavilion and reduced income from the football clubs due to the COVID restrictions. At the end of the year our bank balances were £4,601"

BB informed the meeting that Burton FC had paid their half year subscription, currently £237.50 but too late for it to be included in 2020/21 figures. The report was proposed for acceptance by BB and seconded by PS and approved unanimously by the meeting.

5. **Tennis Club accounts**, The Burton on the Wolds Tennis Club was formally closed at an Extraordinary General Meeting on 10th March 2021. As defined in the Tennis Club constitution the PFA have taken over the administration of tennis courts and their funds. CA and PH are authorised signatories for the tennis club Nat West business current account number 89238753 and they are also trustees of the PFA. As such, they are the signatories on this account for the PFA. The remaining signatories from the tennis club, Martin Whitehouse and Paula Smith will be removed and RS the chair and HM the treasurer of the PFA will be added as new signatories.

The current financial position of the tennis funds are summarised in the accompanying spread sheet.

HM will open a new account for the tennis club called Burton on the Wolds Recreation Ground. When opened, the funds from the existing 3 accounts will be transferred and then the accounts will be closed. For reference the Tennis Club constitution and minutes of Tennis Club Extraordinary General Meeting 10th March 2021 are attached.

6. Club reports

- a) Burton Football Club, as published prior to meeting and attached. BB explained that since he wrote the report the Club have decided not to form a veteran's team for the season 21/22
- b) Loughborough Phoenix Football Club, as published prior to meeting and attached. TS explained that Phoenix might consider a 3rd team who will play most of their games on an astro-pitch elsewhere and have occasional matches on a Saturday at Burton.

7. Election of Officers.

- a) Chairman elected Robert Shields, proposed by CT, seconded by BB
- b) Vice Chair, no nominations, position vacant

- c) Secretary, elected Catherine Thomson, proposed by CA, seconded by PS
- d) Treasurer, elected Helen Monk, proposed by RoSh, seconded by PP

8. Election of Trustees to the committee.

- a) A new trustee was elected, Tony Sparano proposed by RoSh, seconded by PP
- b) Existing trustees who were present were elected en-bloc, this procedure was proposed by RoSh, seconded CT.
- c) At the next PFA meeting on 19th July the four Trustees who sent their apologies will each confirm their intention to remain a Trustee for the forthcoming year.
- d) There are two vacant positions for Trustees, including one to specifically represent children of school and of pre-school age.
- e) Non-trustees can join the management committee but without voting rights
Accompanying the minutes is a document outlining the responsibilities of Trustees.

**10. Update to the constitution to capture alterations to the organisations linked with the PFA charity.
The changes list the organisations entitled to have representative as Trustee on the committee.**

The last section of the Second Schedule reads

The Second Schedule before referred to Organisations

Parish Council of Burton-on-the-Wolds, Cotes and Prestwold (Minimum of 1 and no more than 2)
Burton-on-the-Wolds Tennis Club
Burton-on-the-Wolds Primary School & Pre-school

Tenant clubs of the aforesaid recreational ground as listed

Barrow Cricket Club

Burton-on-the-Wolds Football Club

Loughborough Emmanuel Football Club

All such other Organisations as the Trustees shall decide upon from time to time.

This will be changed to read

The Second Schedule before referred to Organisations

Parish Council of Burton-on-the-Wolds, Cotes and Prestwold (Minimum of 1 and no more than 2)
Burton-on-the-Wolds Primary School
Burton-on-the-Wolds Pre-school

Two tenant football clubs of the aforesaid recreational ground

All such other Organisations as the Trustees shall decide upon from time to time.

These changes were proposed by CT and seconded by RoSh and passed unanimously by those Trustees present

CT will inform the Charity Commission for England and Wales of these changes.

11. Any other business. There was none

12. Date and time of next Annual General Meeting. 16th May 2022.

Meeting closed at 7.40

Minutes approved by the Trustees on (date)

Signed

Robert Shields: Chairman of Trustees