**Minutes of the Cambridgeshire Football Association Annual General Meeting on Monday 12th June 2023 at Cambridgeshire Football Association, Bridge Road, Impington, CB24 9PH. Commencing at 7pm**

**Present:**

**Clubs**

Cambourne Town, Cherry Hinton, Doddington Three Lions, Ely City, Milton, Papworth,

Ridgeons Vets, West Wratting

**Leagues**

Cambridge & District Colts League, Cambridgeshire County League, Cambridgeshire Mini Soccer League, Cambridgeshire Women’s and Girls’ League

**Council Members**

R. Arbelaez, P. Brasher, A. Durman, M. Foster, J. Gee, T. George, I. Greenstock (Vice Chair), J. Hill, P. Hill (Chair), G. Jolley, I. King, M. Luffman, R. Mallett (President), B. Meldal, R. Nichols, M. Pauley, R. Pawley, A. Reeves, H. Smart, M. Symonds, C. Williamson.

**Directors**

J. Greenstock

**Referees**

C. Moat, M. Bailey

**Cambs FA Staff**

C. Abbott, J. Badcock, J. Knox (Chief Executive), K. Critchley

**Apologies for Absence**

**Clubs**

AFC Ely, Barrington, Benwick Athletic, Burwell, Cambridge Rangers, Cambridge United, Cambridge University Press, Chesterton Eagles, Coton, Cottenham United, Drayton Lions, Duxford United, Ely City Crusaders, Ely Rangers Vets, FC Kennett, Fenland Police, Fen Tigers Engineers, Fordham, Foxton, Fulbourn Institute, Girton United, Histon, Isleham United, Isleham United Youth, Kinnerz, Leverington Sports, Litlington, Little Thetford Eagles, Littleport Town, Longstanton, Melbourn, Mott MacDonald, Moulton Panthers, March Town United FC, Newmarket Town, Orwell, Over Sports, Papworth Blasters, Park Ladies, Sawston Lightning, Shelford and Stapleford Strikers, Soham Town Rangers, Soham Town Rangers Youth, Swavesey Institute, The Eagle, Wellcome CRUKI, Whittlesey Athletic, Whittlesford United, Wimblington Youth, Witchford 96

**Council Members**

A. Beattie, K. Carr, K. Diver, A. Mayes, P. Mitcham, M. Mizon, G. Nicholls, R. Thompson, R. Wright,

D. Woodrow

**1.Welcome, Cambridgeshire FA President R. Mallett**

President Rex Mallett welcomed everyone to the meeting. He thanked the Club Secretaries, Club Members, Ground Staff, Match Officials, League Officers and Council for all their hard work over the season. He paid particular tribute to the Chief Executive and all the staff for their hard work as well as the Chairman for his continued hard work.

He then handed the meeting over the Chairman, Phil Hill.

Phil Hill echoed the comments of the President and in particular thanked the club officials for their continued support.

**2. Minutes of the Annual General Meeting 27th June 2022**

The minutes of the Annual General Meeting were approved as a true and correct record after a proposal by Ely City FC and seconded by Milton FC.

**3. Chief Executives Report**

The Chief Executive, Jo Knox, assisted by Football Development Manager, Katie Critchley, gave a report covering the following areas:

* Governance
* Commercial
* EDI
* Finance
* Workforce
* Long Term Goals
* Positive Environment
* Male Participation
* Female Participation
* Disability Participation
* Referee Education and Development
* Quality Grass Pitches
* Our Goals

The Chairman thanked the Chief Executive and Katie Critchley for the report.

**4. Notification of Officers and Council Members**

The Officers and Council Members list had been circulated prior to the meeting.

**5. Movement to acting vice presidents**

In Accordance with the articles of association Roy James and Mike Luffman move to acting vice president having served 15 years on council. This was agreed.

**6. Proposed change to the Articles of Association and membership rules**

The proposed changes to the Articles of Association were agreed (changes in red):

34. The Council shall comprise:

(i) the President

(ii) the Chair

(iii) the Vice-Chair

(iv) the Life Vice-Presidents

(v) not more than eleven Acting Vice-Presidents

(vi) the Chief Executive

~~(vii) The Finance Director~~

(viii) Representatives identified by the Board and supported by Council to deliver the current and/or forthcoming CFA strategy

35. No person may be appointed or elected as a Council Member for the first time who has attained the age of 70. All Council Members, other than the first Council Members on incorporation in March 1999, shall retire on reaching the age of 75 except the Acting Vice-Presidents and, Life Vice-Presidents.

~~All council members must have an in-date DBS check. (This will apply to any new member of council elected at the 2021 AGM and existing members without a current DBS by the 2022 AGM).~~

51. At the first Council Meeting following the 2007 Annual general Meeting and in every third year thereafter the President will be elected. No person shall serve as president for more than 2 x 3 year terms, subject to the current president retiring. Any Council Member may propose or second a nomination for President. After every third year he/she shall be eligible for re-election.

60. Pursuant to Article 59, at the first Council meeting following the annual general meeting in each year the Council shall appoint such persons, whether or not Council Members, as they think fit, to the following committees of the Council to hold office until the first Council meeting following the next annual general meeting:

a. Referees Committee;

b. ~~Governance Review Committee;~~

~~c. Coaching and Player Development Committee;~~

~~d. Disciplinary Committee;~~

e. County League and County Cups Management Committee;

f. Governance, Rules Revision and Sanctioning Committee;

g. Club Support Committee;

h. Girls and Women’s League Committee;

~~i. Recreational Committee;~~

~~j. Male Pathway Committee;~~

Add: Development Committee

k. such other committees to deal with footballing matters as the Council sees fit.

63. The following Officers, The Chair, Vice-Chair and, Chief Executive, shall be members of all Standing Committees (with the exception of the Disciplinary Committee set out in Article 60(d)) and are entitled to receive notice of all meetings of Standing Committees and shall be entitled to attend and speak at such meetings and shall be entitled to vote at such meetings. All Standing Committee Chairs may attend all standing committee meetings as non-voting observers.

81. The Directors may delegate any of their powers to any committee consisting of one or more Directors. They may also delegate to any managing Director or any Director holding any other executive office such of their powers as they consider desirable to be exercised by them. Any such delegation may be made subject to any conditions the Directors may impose, and either collaterally with or to the exclusion of their own powers, and may be revoked or altered. Subject to any such conditions, the proceedings of a committee with two or more members shall be governed by the Articles regulating the proceedings of Directors so far as they are capable of applying.

As a minimum the directors shall maintain an equality committee (Equality, Diversity and Inclusion Committee), an audit committee, a nominations committee and a Safeguarding Leaders Committee.

**7. Statement of accounts for year ended 31st December**

Tom Martin, Finance Director had presented prior to the meeting a written report as follows along with the accounts.

The County has successfully made the transition to a new reporting period. We have moved from January-December reporting period to one ending in June. This clearly aligns to the end of the football season but is also more consistent with other County Associations. The new report will be filed at Companies house.

You will have received a copy of the Financial statements as at the end of June 2022. In this set of accounts it’s important to remember that this is a transitional period as we switch accounting period. Therefore the statements include, in places, an 18 month time period. It’s also worth remembering the impact of COVID was still felt.

In line with an organisation that is here to serve it’s members the finances are run conservatively and prudently. Reserves held are in line with the National FA’s guidance. As we forecasted a year ago, we are reporting a small loss for the 18 month period to the end of June 2022. This position was driven by lower income streams due to lower sponsorship revenues, Covid halting play and reduced fees to clubs. We are expecting to report a small profit for the year ending June 2023. This is a remarkable achievement and demonstrates some excellent judgement. The fact that this has been achieved is a testament to Joanne and the team, the Board and Roy James (my predecessor).

The balance sheet, key to the strength and sustainability of the County, remains in a very healthy position. Included are cash savings of £192K which is ringfenced for investment into a County FA facility project. The amount ringfenced for the project fund is likely to be increased by the directors once the accounts have been closed for the year, while ensuring a sensible cash reserves level.

Lakin Rose, based at Vision Park, are our accountants who provide an exceptional service. Combined with guidance from the FA’s specialist Regional team we are confident that we keep up date with the best accounting/financial practices adopted anywhere.

We need to be cognisant of risks going forward. The impact of inflation at record levels, coupled with the country’s ‘cost of living’ crisis, means that no one is immune from challenges. We are committed to helping manage the impact on our members where possible. Looking to the future we plan to continue to run the County FA financially prudently and for the long term sustainable health of football in the County.

After a proposal by Milton, seconded by Papworth the accounts were adopted.

**8. Any Other Business**

Derek Oakey on behalf of Ely City FC raised his club’s disappointment that no Under 18 county Cup was being organised for season 2023-24. P. Hill asked C. Abbott to take this matter to the next County League and County Cups Management Committee meeting.

**8. Date of next Annual General Meeting**

The Date of the next Annual General Meeting will be advised to members as soon as possible.

**C. Abbott**