

Sussex County Hockey Umpires Association
Minutes of the Annual General Meeting Held on 20th
July 2012

The Chairman opened the meeting at 19h35 in the Lewes Hockey Club.

1.0 Present

P. Shackman, D. Shields, A. Brookes, A. Filer, R. Atkinson (President), J. Colban, J. Murphy, W. Champness, J. Bowley, A. Ross, M. Coles, T. Holt, J. Silver, C. Wheeldon, A. Quittendon, K. Novis, G. Young, F. Block,

2.0 Apologies

Apologies were received from M. Acott, J. Bunday, K. Burge, J. Gillespie, S. Grout, R. Gurney, M. Hollis, D. Miller, K. Morris, J. Moss, K. Stark, D. Sumpter, S. Williams, J. Shorrocks, M. Hall, P. Savage, J. Barnes, F. Ross, J. Brotherton, K. Chipperfield, B. Chipperfield, T. Chipperfield, K. Morris, A. Grey, D. Hollis, T. Gleeson, D. Turner, D. Wilkins, I. Anguige, J. Scott et al

3.0 Minutes of AGM of 23.06.2011

The minutes of the previous Annual General Meeting, having been previously circulated, were taken as read. There were no corrections. It was proposed that they be adopted by A. Filer, seconded by J. Bowley. Unanimously approved

4.0 Matters Arising

There were no matters arising from the previous AGM.

5.0 Chairman's Report

May I start with a tribute to the energy, enthusiasm, dedication and friendship of Martin Hall. He has served as Treasurer to the association for twenty years.

This is a remarkable display of all the above attributes and we owe him a tremendous amount of thanks as he steps down from his role of Treasurer. He will be greatly missed

Similarly, David Shields steps down as Secretary, his role at work taking ever more of his time. Thank you David for all your efforts.

I would also like to record my thanks to David in his capacity as Disciplinary Officer for the county.

His excellent work has been of real benefit to the Umpires Association as he has always been a strong supporter of actions that we have had to take on the pitch.

Congratulations

It is always good to celebrate achievement and this season has not been any different.

Major recognition continues enhance the umpiring career of Frances Block and she has now received the ultimate honour of being selected to umpire at the London Olympics.

Congratulations Frances, we are proud to call you one of our own.

Frances also shows that with the necessary dedication and hard work, success is in our own hands.

On the ladies side, well done to Mark Cranley for being awarded the David Panto Award for most improved umpire and to Allen Filer for being awarded the Bar West Trophy for Services to Ladies Hockey.

Being aware of the tremendous amount that Allen does, this is just recognition of all his efforts.

Josh House is the recipient of the Tom Russell Cup for Best Junior Umpire. We have great expectations of you Josh.

On the men's side, Well done to Darren Hollis for being the most improved umpire and to both him and Jamie Bowley, good luck in the next stage of your umpiring careers as you make the move to the South.

To John Fox, I offer our congratulations on his award for services to hockey. Well done John, a thoroughly well deserved recognition for one of the truly nice guys.

Well done to Tim Chipperfield, not only for achieving his Level 3 but also for coming runner-up in the England Hockey Junior Umpire Award

It is always good to be able to recognise all the hard work, effort and success and we can be proud that such a small association makes such a mark.

I have been elected as Secretary of SCHA which gives us another voice at an influential level.

Administration

As mentioned previously, we say a huge thank you to Martin and David who retire from their positions on council, we will miss them.

Council has met five times during the season and continues to work effectively in furthering hockey umpiring within the county and beyond.

May I pay tribute to the immense amount of work that the officers do and without their enthusiasm and energy we would achieve so much less.

Appointments

What more needs to be said about Allen and Tim other than they have made nearly nine hundred appointments between them

No game that required appointed umpires was not covered and the mental gymnastics that they have to do is astonishing

We are indeed fortunate to have two such hard working and committed appointment secretaries.

Level 1

Will Chetwood continues to look after this side of the association and more and more clubs are benefiting from the courses that he runs so enthusiastically.

He is also our vital link with SCHUA, attending all their meetings.

Junior Umpires

As yet more rich talent rolls of the Alan Grey production line one can only stand and observe in wonderment.

Alan works incredibly hard in developing his young umpires and we are indeed fortunate to have someone so dedicated to producing the life blood of the association, and beyond.

Selection and Coaching

This has not worked out as we had hoped and after much discussion we have revamped the coaching and selection and hope that we have now settled on a formula that will work both for all individual umpires and for the association.

Cup Finals

It was a pleasure for me to attend both sets of finals and I congratulate all our members who played a part in their organisation and success. They were both hugely enjoyable events and ran with a smoothness that was a tribute to their organisation.

Liaison with Other Bodies

We have received much support and encouragement from Sussex HA, South HA and SCHUA. Many people, especially Mike Ward and Richard Wood have been very supportive and it is pleasing that we work so closely and in harmony with these organisations.

Clubs

We continue to enjoy an excellent relationship with all the clubs within the county which is the result of the hard work by Tim and Allen but also because our umpires are such good ambassadors. Their presence at games, the manner in which they handle contentious issues and the good rapport and dialogue that they encourage means that issues are dealt with before they become a problem.

I have been very fortunate to work with a council that is dedicated to improving and developing the work that we do and I would like to thank them for everything that they bring to those tasks.

Paul Shackman
Chairman
June 2012

6.0 Secretary's Report

Many of us sit back and think that the appointment of an umpire is just a case of who is available and then put them on any game. This is not the case. A lot of thought and planning goes into it. The game and umpire's location is looked at, positions in the league, the opposition, which umpires are available and the obligatory last minute Friday night call off's. Appointments are the most difficult portfolio in the Association. It is with this in

mind that I wish to thank both Tim and Allen for their incredible work and fortitude.

Between the ladies and men's appointments, SxHUA made 795 appointments which is split as follows :

Men

541

Number of Umpires 41

Of the 41 umpires used, 17 of the umpires umpired 67% of the games.

Ladies

281

Number of Umpires 30

Of the 30 umpires used, 11 of the umpires umpired 68% of the games.

I am aware that not everyone can or be available every weekend however, we need more of our quite large membership to help out and also hopefully recruit some new umpires. I do hope that these numbers give you a very brief oversight of quite how much work and effort is put in by both Allen and Tim.

There is an area which has revealed itself to becoming a greater concern than it should be. As umpires, I would expect us to have some knowledge regarding the rules and as being the bastions of both the rules AND discipline on the pitch, I would most certainly expect an umpire to have a passing knowledge of the actual disciplinary code.

There are too many umpires that do not and this needs to improve. If we as umpires do not know or understand the Code of Discipline / Conduct then we do open ourselves to both personal and Association criticism and with good reason. Whilst this may not be what people want to hear, it is a vital part of being an umpire and ignorance of the code is no excuse. The effect we as umpire's can have on an individual, team or club is immense. Not only, does it affect others but, this can also have a devastating impact on each other as umpires and invariably to the detriment of the person and the Association.

This is more especial when umpires are asked for their opinion on an incident from clubs or teams and / or bystanders and this opinion is quite freely given. No umpire should offer an opinion or comment on an incident, irrespective of what this opinion is. If they feel that they wish to do so, they should contact either the County DA or the Association Chairman. If a club / team is insistent, then they should also be directed to the same two persons.

I wish to end by thanking all of those on the committee this year, it has been hard work but fun. Unfortunately, I am constrained by work commitments and I have to stand down. I wish the new committee all the best for the forthcoming season.

7.0 Treasurer's Report

Sussex County Hockey Umpires Association
President: Richard Atkinson

Treasurer's report 2012:

Welcome one and all to my last statement of accounts.

When I first took up this post: in June 1990, this association had an operating bank balance of £874.14
At our peak in April 2008 we had over £14,000 in the bank. If we had not had such a healthy amount we would not have been able to purchase our web site and help out members in other ways,
I would also like to point out for those with a short memory that in the past Active members were given free jumpers and shirts.

Also waterproofs were later given out at huge discounts. So members have done very well out of this association. You would not have fared so well had you been a member of any other County.

In 1990 we only had 49 members.

We didn't pay travelling expenses to members who took appointments in those days, so the job of treasurer was less complicated. You just collected member's subscriptions and invoiced those clubs you serviced.

In my first season as treasurer I only had to account for 55 incoming payments, and 10 outgoing. Now I deal with around 180 incoming payments and 150 outgoing.

Today we have a balance of £9,797.15

Represented by Bursary Fund £3,749.04 up slightly from last season.

General Fund £6,048.11

We made a loss of £1,070.15 from our General Fund which needs to be reversed. We can hopefully do this by cutting our costs and or raising our subscriptions?

Costs to be looked at: Web support fees (currently £320.00).

Rule books £622.30 (approx every 2 years).

If members still want rule books supplied and posted to them subs will have to rise by £1.00

Also the new treasurer may not want the time consuming task of placing them in envelopes and posting them?

Recommendations for season 2012-2013:

1. Members receiving appointments to be able to claim £6.00 plus 23p per mile (currently 25p per mile).

Reduction due to petrol costs being 7p per litre cheaper than this time last year. There is no argument for a rise in the amount members can claim as the cost of petrol has gone down by quite an amount. (1.38p per litre last year now 1.31p per litre).

2. Club fees to remain at £20.00.

3. Subs to remain at £15.00 Active and Voting members, and £7.00 for Non-voting members. That's **if all** or most of the above costs are cut. If not subs to rise to Active/Voting £17.00, Non-voting £8.00

I thank you all for putting up with me for so long and hope your new Treasurer fares better than I have these last few seasons. Give him a chance!!!

Martin Hall Hon.
Treasurer

SMART & CO

CHARTERED ACCOUNTANTS

D. M. SMART F.C.A.

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DMS/bh

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Sussex Hockey Umpires Association
c/o P Shackman, Esq
23 Hudson Close
Durrington
Worthing BN132SJ

22nd June 2011

Dear Sirs

ENGAGEMENT LETTER

As accountants to you we set out below the work we have agreed to do>

ACCOUNTING You will be responsible for-

1. Keeping records of all income and expenditure.
2. Keeping the Books of Account.
3. Preparing the annual accounts.

We have agreed to check the annual accounts from these records for your approval.

OTHER SERVICES We shall be pleased to provide, if requested, such other services as you may from time to time require in writing.

YOUR RESPONSIBILITY You for your part agree to ensure that the records you produce to us are accurate and fully reflect all your Income and Expenditure.

MONEY LAUNDERING Our firm, in common with all accountancy practices, is required by the Proceeds in Crime Act 2002 and the Money Laundering Regulations 2003 to: maintain identification procedures for all new clients;

- maintain records of identification evidence;
- report, in accordance with the relevant legislation and regulations, to the Serious Organised Crime Agency, any knowledge or suspicion of money laundering.

COMPLAINTS If at any time you would like to discuss with us how our service to you could be improved or if you are dissatisfied with the service you are receiving please let us know by telephoning Mr Smart. If the complaint cannot be resolved, you have a right to take the matter up with the Institute of Chartered Accountants in England and Wales with whom we are registered.

We undertake to look into any complaints carefully and promptly and do all we can to explain the position to you. If we have given you a less than satisfactory service we undertake to do everything reasonable to put it right and if you are still not satisfied you may of course take up matters with the Institute,

FEES Our fees are based upon the degree of responsibility and skill involved and the time necessarily occupied on the work.

Cont./-2-

VAT Our number is 544 0983 36,

PROFESSIONAL INDEMNITY INSURANCE In accordance with our professional body's Byelaws we are required to hold Professional Indemnity Insurance. If required the name and address of our insurer will be provided on request from this office.

Yours faithfully

6.

I acknowledge receipt of this letter and confirm it to be in accordance with our agreement.

..... SignedName.....Date

7.1 The full set of audited accounts were not presented to the AGM as Martin Hall had not supplied these.

7.2 PS has requested the full set of audited accounts from MH by email

7.3 AR pointed out from the un-audited report MH supplied, that the association was running at a loss

7.4 DS raised the issue of no funds having been received for the running of Level 1 courses. As per the finance report seen at the penultimate council meeting, there was an outgoing of £735 with no income. DS indicated that the Level 1 price was given to WC at the beginning of the season.

7.5 Concerns were raised that any decisions made at the AGM relating to any finance issues were not valid as, there are no Audited Accounts.

7.6 It was proposed that the AGM continued and provisional acceptance would be given pending sight of the Audited Accounts at the first Council meeting of the new season

Proposed : PS

Seconded : AB

Aye : 18

Nay : 1

Abstention : 1

7.7 Proposal / Amendments for various fees 2012 / 2013 season :

Umpires Fees

a) £6 match allowance (MA) and 0.23 pence per mile (PPM) with the council allowed to change the PPM amount, dependant on petrol prices etc.

Proposed : WC

Seconded : JM

Aye : 15

Nay : 2

Abstention : 3

Motion Passed

Club Fees

a) Fees chargeable to the clubs were proposed at £20 per umpire per match

Proposed : TB

Seconded : AR

Aye : 2

Nay : 17

Abstention : 1

See amendment...

Amendment to this proposal :

Fees to be set at £21 per umpire per match

Proposed : MH

Seconded : TB

Aye : 17

Nay : 2

Abstention : 1

Motion Passed

Umpire Membership Fees of the Association

a) Proposed that umpire's membership fees to the association be increased by £1

Proposed : DS

Seconded : JS

Aye : 15

Nay : 3

Abstention : 2

Motion Passed

12. **Election of Officers**

12.1 **President**

Richard Atkinson was re-elected by the meeting as President

12.2 **Officers and Council Members**

The following, having been nominated by Council, were duly elected, en bloc by the members present

POSITION	2009-10
Chair	Paul Shackman
Secretary	TBA
Treasurer	Alan Ross
Chairman of Selectors for Women's Appointments	Richard Atkinson
Chairman of Selectors For Men's Appointments	Tim Holt
Women's Appointments Secretary	Allen Filer
Men's Appointments Secretary	Tim Holt
Chief Coach	TBA
Young Umpire Representative	Alan Grey
Level 1 Co-ordinator	Will Chetwood
Welfare Officer	Ian Anguige
Council member	Frances Block
Council member	John Murphy

14. **Any Other Business**

14.1 A big thank you and congratulations were given to Frances Block, who was present at the meeting, for her achievements this year.

14.2 Point-of-Order by Andy Brookes :

All of the proposals in the AGM held this evening, are subject to the Audited accounts being received and approved. Failure of this to happen will result in an EGM being called to decide and re-do all of the proposals

The meeting closed at 20h35.

Please see the audited accounts below. These were received and signed for on 20th June 2012 and this was well in time for the AGM.

SUSSEX COUNTY HOCKEY UMPIRES ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
Year Ended 31st May 2012

2011

Bursary Fund

Income

Members Donations	£	549.50		£	957.25
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Expenditure

HEL Conference	£	-		£	-
Shirts (Young umpires)	£	-		£	-
Other	£	196.00		£	636.00
	£	196.00		£	636.00

Excess of Income for the year	£	353.50		£	321.25
Balance as at 1st June 2011	£	3,395.54		£	3,074.29
Balance as at 31st May 2012	£	3,749.04		£	3,395.54

General Fund

Income

Subscriptions	£	1,120.00		£	1,153.00
Club fees	£	15,420.00		£	16,378.00
Level One	£	-		£	868.00
Shirts	£	-		£	-
	£	16,540.00		£	18,399.00

Expenditure

Council members	£	488.32		£	620.26
Umpires claims	£	15,055.25		£	18,019.02
Level One	£	735.00		£	626.44
Rule books	£	622.30		£	-
Trophies	£	-		£	231.00
Insurance	£	164.90		£	200.82
Donation to Charity	£	-		£	100.00
Shirts	£	-		£	-
Website	£	544.38		£	727.45
	£	17,610.15		£	20,524.99

Add: Excess of Income for the Year	-£	1,070.15		-£	2,125.99
Balance as at 1st June 2011	£	7,118.26		£	9,244.25
Balance as at 31st May 2012	£	6,048.11		£	7,118.26

SUSSEX COUNTY HOCKEY UMPIRES ASSOCIATION
BALANCE SHEET
as at 31st May 2012

		2011
Assets		
Cash on Deposit	£ 9,797.15	£ 10,513.80
Represented by:		
Bursary Fund	£ 3,749.04	£ 3,395.54
General Fund	£ 6,048.11	£ 7,118.26
	£ 9,797.15	£ 10,513.80

We Have examined the Balance Sheet and Income and Expenditure Account and confirm that they are in accordance with the accounting records produced to us.

SMART & CO
17 Liverpool Road
Worthing
Sussex BN11 1SU

20th June, 2012

Smart & Co
Chartered Accountants

I have examined the Balance Sheet and Income and Expenditure Account and am satisfied that they represent a true and fair view of the Association.

Mark Hall
.....
M C HALL
Honorary Treasurer

20/06/2012
.....
Date