

## **Annual General Meeting**

### **Meeting**

Monday 19<sup>th</sup> June at 7:30pm

AFC Training Centre



## Purpose

All members are welcome to:

- attend the Annual Meeting to hear more about the club's activities over the past year,
- be presented with an annual financial overview,
- elect members to the Committee,
- ask any questions that they may have about information provided.

As per Club's constitution, it is the right of every member to be present at the AGM and we welcome any parents/carers/guardians who would like to attend.

## Chair

As my tenure on the Committee for Kirkham Juniors comes to an end, I have had time to reflect on my time with the Club. As I have shared with coaches and managers previously, I have the utmost respect for the time and commitment shown by so many to support positive outcomes for the children of our community. My intention and motivation whilst on the Committee was always to promote the *safe, fun* and *inclusive* enjoyment of grassroots football for all.

As part of my role as Chair, I promoted, discussed and upheld the Nolan principles of public service and took these seriously.

In my time with the Club, alongside others on the committee, I lead and supported the following being put into place:

- Ensured and enforced coach compliance in both DBS and basic qualification requirements (Safeguarding and Emergency Aid)
- Implemented accident and incident reports to ensure safeguarding recording was compliant with LFA requirements and actions were completed in a timely manner. This also ensured a transparency around actions and helped track themes across teams and age ranges
- Created a waiting-list system for people requesting a place in the club - since August there have been 180 requests for places - ensuring fairness in how places are allocated.
- Clarified with the LFA the arrangements required to ensure safeguarding compliance on any trips or tours, including the need for a lead person, relevant risk assessments and insurance and the expectations placed upon adults during such a visit undertaken in the Club's name.
- Developed two Wildcats' teams attracting over 30 girls and a considerable parental support network.
- Created transparency around money being paid from the Club's bank account to members; ensuring an audit-trail of payments and decisions made around any member profiting from the Club are made at Committee level.
- Secured a 6-year grant funding package from the Football Foundation of £26k for repairs and improvements needed to pitches at Coronation Rd.
- Supported the inclusion of children with specific learning needs, including ADHD and autism, with strategies and behaviour support to ensure they can be integrated fairly into teams.

- Ensured that every site linked to the Club had a defibrillator located at the pitch or nearby, sharing this through an infographic with all parents.
- Defib training was also sourced, offered and delivered, free of charge to coaches, managers, parents and volunteers.
- Supported the raising of over £5k through fundraising for the Club.

Alongside the above, I have managed correspondence related to administration and registrations, completed registrations from October onwards, been present at Town Council meetings and met councillors separately outside of meetings, developed policies to ensure LFA compliance, co-ordinated pre-affiliation and manager meetings, met with parents, engaged with local stakeholders and actively supported LFA in developing safeguarding resources across Lancashire. It is my intention to continue some of this county-wide work.

I recognise that in upholding high standards for our children, difficult decisions have had to be made. I would like to remind all members that times have changed in the fifty years of Kirkham Juniors, and never more so since the release of the Sheldon Report, which should act as a stark reminder of how anybody involved in football activity needs to remain vigilant around the safeguarding of our children.

I have been saddened that a lack of understanding around certain matters has led to the voluntary roles of several Committee members impacting upon their professional and family lives as well as affecting their own emotional health. There appears to be, unfortunately, a small number of members within the Club, determined to overlook the safeguarding of children in place of turning a blind eye, making football happen at all costs or creating malicious communication about those in place to enforce the legal requirements of regulated activity.

I truly hope that the Committee voted in place at the AGM does not have to withstand such an impact. I would like to take this opportunity to thank members for their kind messages of support, received since announcing my intention to step down and wish the new Committee lots of luck in their roles with the Club – I look forward to seeing the Club going from strength to strength.

## **Secretary**

Firstly, let me say that I have enjoyed my tenure on the committee firstly dealing with legal operations and then more recently club secretary, admittedly I fell into the role as no one else was available to take the pivotal role in order to function, the club requires a secretary. I was very fortunate that I received unwavering support from the committee, even when I intended to step down in December 2022, the support was so overwhelming that I agreed to stay on. Thanks to the committee, coaches and all members for their patience in allowing me settle into the role. It has been a busy year within the club. There is a lot happening behind the scenes and hopefully you are happy with my input to the committee during the year.

The goal of my report is to outline the events both on and off the field and to share the future vision and aspirations of the club.

### **On The Field achievements**

- Club has over 300 players with more to be added at the upcoming affiliation.
- Key Reasons:
  - New Under 5s
  - Local population growth
  - Establishment of Wildcats Girls teams including 2 girls teams joining the league u10 & u12s for the 23/24 season
  - Working towards maintaining and improving the clubs accreditation by adding the Accredited female player pathway

### **Cup winners**

- Under 10 Reds Plate winners
- Under 10 Blues Hogan Cup winners

### **League Success**

- PDPL Champions. Under 12 Reds

## **Other**

- Goalkeeper Training continued & proven popular and the coach is well liked by the players.
- Ensured fixtures and pitches were correctly allocated on a weekly basis.

## **C: Off the Field**

- Successful in securing Kirkham, Wesham and Weeton venues for the club.
- Saved relationships with Kirkham & Wesham town councils. Maintained a consistent communication channel direct with the clerk
- Secured both exclusive and long term use of both Coronation and Wesham park pitches.
- Secured use of Weeton throughout the year at nominal cost to the club. MOD willing to collaborate further with the club on future projects.
- Winter training has continued successfully at AFC Fylde
- Help Make and secure investment, secured grant funding into Coronation Road pitches – soil testing, drainage, seeding, treatments.

## **Looking forward to 2023/24 and beyond**

Plenty of challenges ahead:

- With 23 teams there are plenty of pitch logistics, coach qualifications, kit and equipment ordering & storage and general administration to be undertaken.
- There will hopefully be further wildcats girls teams going forward from September. Hopefully this will become a staple of the club with a new team each year

- Sponsorship opportunities available – plenty of local businesses to approach and potential of tapping into where parents work.

### **Closing Points:**

- What do we want this Club to be? There are different views on what it is, and what it can be. In my opinion the club needs more solid foundations and build for the future. Working towards establishing a permanent home are the things I would want to establish.
- Key issue is the lack of volunteering from parents/guardians and is a big problem, there are currently not enough parent/guardian volunteers to continue to run all the Club's needs and all the teams. In order for this club to survive we really need more help and volunteers either as officers or committee members.
- At one point for a short while for whatever reasons there were only 3 committee members running the club. Even with 7 or 8 members it's a big ask.
- The biggest issue I found when joining the club is communication between the committee and its members. It has improved over the recent months but more work is indeed for the benefit of all concerned.
- On a final note, as you are aware as well as my tenure coming to end and i am stepping down, due to lack of time and family reasons, whilst I am unable to fulfil my committee role I am retaining my coaching role of the newly named Valkyries u11's I am more than happy to support the new committee going forward and wish them and the club the best of luck in the forthcoming season.

## Treasurer

Over the course of my tenure on the Committee I have:

- Completed the 2022/23 LFA affiliation process and the accreditation process.
- Developed a new policy around expenses claims.
- Successfully applied to run the FA Wildcats programme. This secured funding for the programme and training for a number of coaches.
- Run the Wildcats programme for yr 1-4 girls.
- Successfully applied for Barclays Sported funding for girls' football.
- Helped to cleanse the Whole Game System so that it better reflects the players on Love Admin.
- Supported the registration process for new players
- Chased non-payments
- Supported the application to the Football Foundation for funding to improve Coronation Road.
- Made payments on behalf of the club this included ensuring invoices/claims were accurate
- Reconciled the bank transactions to the budget.
- Cleared up the facilities at Bank Lane.
- Supported fundraising and the organisation of the Annual Presentation event.
- Represented the Club at Kirkham and Wesham Town Council meetings.

Please see the annual report on the Club's finances attached.

I want to thank the Committee, managers and parents that have been supportive and I look forward to Kirkham Junior FC continuing to develop and modernise in a way that enables even more young people to enjoy grassroots football.



## Safeguarding

Safeguarding your child at Kirkham Junior Football Club As a grassroots football club, our primary aim is to provide fun, inclusive, and safe football opportunities for boys and girls from Kirkham, Wesham and surrounding areas. Fundamental to this aim is ensuring that the safeguarding of all children is prioritised. Over the course of the past six months, the committee have been working alongside Lancashire FA to prioritise some key areas that help our Club to be as safe as possible. We appreciate that sometimes changes made can be unpopular, particularly where this deviates from what may have happened in the past, but we are confident that the approach being taken is one that meets the needs of every child, regardless of their age, ability, or gender.



We have 67 Coaches and Parent helpers with the Club,  
2 awaiting DBS clearance.

We have over 300 children within the Club including Valkyries and Under 5's

As a club we have dealt with 15 incidents & accidents since October 2023

Within our Club we have:

- 2 Safeguarding course outstanding
- 7 First Aid outstanding
- 10 Playmaker/level 1 Coaching outstanding

We ran a Defib course which was successful and will run again in the winter session and open it up to the children from year 7 upwards.

We will be running a youth forum for our players every 3 months for a child from each team to meet up, discuss their opinions and thoughts about moving forward.

## **Kit/Equipment & Social Media**

I joined the committee in October. I took on the kit & Equipment which needed much attention.

I have distributed teams with required, New first Aid kits.

Sorted out new balls for teams and I have also got a back stock of new balls for the start of 2023-24 session.

I sorted out New equipment for Weeton and supported the clearing out of Bank Lane Storage

Ensuring compliant, regular and relevant social media posts supporting the clubs teams and a regular basis.

manage both the Kirkham Juniors and Kirkham Wildcats Facebook Pages.

I bought New pegs at the beginning of the year which have gone for a walk so I will be ordering new ones ready for the start of the session and will be giving each team their own set.

As a committee we have sorted out Wesham, Weeton and Bank Lane with the clean up.

Regular communications with Kit provider, comparing and contrasting prices with other suppliers to ensure club are paying reasonable prices.

I have helped a few teams with getting sponsors.

## **Elections**

We thank the following 3 committee members who have completed their term of office and will be stepping down:

Kathryn Veevers (Retiring)

Kate Kidd (Retiring)

Glenn Wallis (Retiring)

The 3 incumbents who will continue their two-year post as part of our continuity arrangements are:

John Mckeown (Club Welfare Officer)

Lyssa Greenhalgh (Club Welfare Officer)

Nichola Clarkson (Kit and Equipment)

As such, there are **(6) places available** on the Committee.

The candidates are:

Barry Simpson

Greg Chambers

Jessica Watson

James Davenport

Karl Swan

Michael Godley

Nicola Shea

Rachel Chase

Reece Duckworth

Simone Green

Wesley Lawrenson

Zoe Harrison

Following voting at the AGM, roles will be defined at the first formal Committee Meeting after the election.  
First Meeting Tuesday 20th June at 7pm @ AFC Bradley's Bar