

## Welsh Hockey Union Limited t/a Hockey Wales

### 20<sup>th</sup> General Meeting

**Venue:** Sport Wales National Centre, Cardiff and via Zoom  
**Date:** 28 July 2023  
**Time:** 19.00 p.m. – 20.20 p.m.

**Voting attendees (votes cast before or at the General Meeting):** Aberystwyth HC (Tony O'Regan), Bangor City (Rhian Culley), Bangor University LHC (Charlotte Haggett), Brecon (Tracy Wood), Bridgend LHC (Maia Riley), Buckley HC (Rachel Hogg), Caerphilly & RCT (Julian Love), Cardiff & Met HC (Chris Shaw), Cardiff & Met LHC (Rebecca Chidley), Cardiff Medics LHC (Esther Smellie), Cardiff University LHC (Hannah James), Carmarthen Athletic HC (Duncan Eccleston), Chepstow & Caldicot HC (Kathy Barclay), Clwb Hoci Caron (Fflur Lawlor), Milford Haven HC (Charlotte Davies), Neath HC (Derek Salisbury), Newcastle Emlyn HC (Sara Patterson), Newtown LHC (Shelley Jones), Northop Hall HC (Hannah Dent), Northop Hall HC (Matthew Pritchard), Pembrokeshire HC (Dave Miller), Penarth HC (Tom Parkinson), Penarth LHC (Kirsten Tedder), Rhyl & District HC (Martin Finch), Swansea HC (Ed White), Whitchurch HC (Vikki Stroud), WHUA (John Taylor)

**Non-voting attendees (in person):** Chris Brewer, Dee Pattemore (Gwent HC), Roger Caddick, Conrad Funnell, Martyn Gallivan, David Hagenydk, Roger Harris, Jane Price, Paul (Bill) Riley, Paul Whapham

**Non-voting attendees (online):** Jayne Brown, Andrea Byrne, Jeevan Chagger, Robert Croft, David Francis, Derrick Heaton-Rue, Judy Horrell, Rebecca Knight, Louise Riley, Amanda Roberts, Kate Williams Rhian McDonough (Brecon HC), Steve Sloan (Bridgend HC), Bev Sainsbury & Melanie Geddes (Bridgend LHC), Ieuan Savage (Cardiff & Met), Sarah King (Cardiff University LHC), Ffion Dart (Carmarthen Athletic HC), Adrian Bennett & Lynda Bennett (Dysynni HC), Charlotte Williams (Eirias HC), Sam Docherty (Penarth HC), Jess Goodwin (Presteigne), Kay Tyler (Rhondda HC), Rachel Dathan (Alun School)

#### 1. Welcome from Chair of Meeting – Martyn Gallivan, President of Hockey Wales

Martyn Gallivan welcomed everyone to the 2023 General Meeting and congratulated the Senior Men who played in the FIH World Cup, in India, the Senior Men and Senior Women who had their best ever finishes at the Commonwealth Games in Birmingham, the Wales Men's O70s Masters who won gold at the World Cup in Tokyo and Cardiff & Met HC on winning promotion to the England Hockey National League Premier Division, winning the EuroHockey Club Trophy II, held in Geneva in June 2022 and also winning the EuroHockey Club Trophy I, held in Vienna, at Easter 2023

Martyn thanked Jackie Whiller and Jeff Robinson for their work with Masters hockey  
Thanks also to all Hockey Wales staff and volunteers who made the EuroHockey Championship II-B, held in Swansea earlier this month, such a success  
Thank you to Alice Gregory for her work on the Heritage Project and getting Caps to so many of our former international players

Good luck to our Senior Women, currently in Prague for the Outdoor Women's EuroHockey Championship II

Martyn also thanked Derrick Heaton-Rue and Conrad Funnell for their contribution to hockey, both had decided to stand down from the Hockey Wales Board

Martyn asked everyone to take a moment to remember the members of our Hockey Family who we had lost during the year, our condolences to the families and friends of Stewart Humphreys (Penarth LHC), Duncan “Hector” McPherson (Gwent HC), Eluned Smith (Welsh Masters), Deidre Caddick (wife of Roger Caddick – Life Member), Elliot Pottinger (Gwent HC & Hockey Wales staff), John Tucker (Welsh International & Swansea HC), Tim Whiteway (Welsh International & Cardiff HC), John Roberts (Colwyn Bay HC), Mervyn Warfield (Cardiff HC), Ben Dudley (Cardiff & Met HC)

## **2 Apologies for absence:**

Brian Scott and David Salter (Life Members), Lesley Bayne, Bernie Wheeler, Jane Wheeler, Ollie Wheeler, Carolyn Allen (Howardian HC), Rhiannon Simms (Gowerton HC)

## **3 Minutes of previous meetings**

The Minutes of the 2022 GM were approved as a true record of the meeting  
The Minutes of the 2022 EGM were approved as a true record of the meeting

## **4 Matters Arising from minutes of previous meetings**

There were no matters arising from the 2022 GM Minutes  
There were no matters arising from the 2022 EGM Minutes

## **5 Board Directors update**

Conrad Funnell advised that he was stepping down as a Board Director. He had been a director for 7 years and had been chair for the last 4 ½ years. Paul (Bill) Riley will be the interim chair

Conrad also advised that Derrick Heaton-Rue had decided not to stand as an elected director for a third 3-year term. Over the last 6 years, Derrick had kept the Board informed of what was going on in North Wales, Conrad thanked Derrick for this and for his contribution to hockey in Wales as both Board Director and volunteer

Conrad thanked all past and present Board Directors for giving up their time for Hockey Wales and wished them every success for the future

Martyn, on behalf of Hockey Wales, thanked Conrad for his contribution

## **6 2022 / 2023 Accounts of Hockey Wales**

Chris Brewer (Finance Officer) reported on the 2022/2023 Annual Accounts of Hockey Wales

Our Auditors, UHY Hacker Young, had once again, given Hockey Wales a clean bill of health and an unqualified audit report had been received. A presentation of their findings was made to David Francis (Finance Director) and Chris on 14<sup>th</sup> June and the accounts were subsequently approved electronically by the Board. The accounts have now been signed and will replace the version on the website in due course – with the exception of the signatures they are identical

## Balance Sheet Summary

A deficit of £25k (deficit of £9k in 2021/22) due to some unexpected and unplanned expenditure had reduced our Reserves to a level of £159k.

Thankfully we have had a full season for the first time in several years so whereas, in the previous year, the Sport Wales Recovery Grant had been deferred, no further funding was received. Notification of an additional Grant to assist with the increased cost of living from Sport Wales was received late in the financial year which has been deferred to 2023/24. The reduction in cash at bank compared to the previous year is due to a substantial proportion of the core payments from our international athletes relating to 2022/23 commitments being received prior to the financial year end and was therefore deferred to 2022/23.

The other income carried through at the end of the year includes the 10% of membership fees collected between 1 September and 31 March (as agreed with the Auditors) of £15.7k, unused UK Sport funding and other grants totalling some £19k.

Creditors at year end has reduced to £165k and includes trade creditors, accruals, deferred income and Senior Squad fees collected for 2023/24 season.

Debtors has increased by some £22k which is primarily due to prepayments (insurance premiums, squad flight and hotel bookings made for 2023/24).

The Erasmus Euro account fund had been converted into sterling for the purposes of the accounts but was held on an HSBC Euro account.

## Trading Income & Expenditure Account

Revenue was slightly down on the previous year but when considering the deferred Grant there was a slight overall increase.

Turnover returned to normal levels (£1.30M), being similar to the previous year (£1.37M).

The unplanned for expenditure referred to above related to the recruitment of our new CEO and an increase of circa 55% in our audit fees (the first increase since UHY Hacker Young were appointed). The Hockey Wales Board are considering the depth required for future audits and will decide on a course of action in the early part of 2023/24.

**Sport Wales Facility and Accommodation Grant Aid** – this relates to the “in-kind” support and covers our use of the ATP, accommodation at SWNC, meeting rooms and office rental. Any expenditure over and above the grant is included in the respective budgets.

**Staffing** – the various staffing payments have continued to be detailed in the section where the cost was incurred – Business, Development and Performance. The Full Time Equivalent remained at 12 although the staff continued to change during the year.

**Commercial** – Members had expressed concern that the funding required for our Senior Men’s squad to attend the World Cup would have necessitated a substantial contribution from the players themselves. Due to the generosity of several individuals and in particular Study in Wales, the fundraising undertaken as well as a sizeable grant received from Welsh Government, no additional contribution from our squad members or Hockey Wales had been required, despite an increase of overall costs of approximately 30%. This income is included within the Commercial Business line.

**Registrations** – Overall fees are above pre-COVID levels - £156k compared to £122k in 2019/20. We have regretfully lost Wexham Glyndwr University HC but have gained Bridgend Ladies HC and Chirk Junior HC. As in previous years, 90% of membership income received during the period 1st September to 31st March is accounted for in the financial year in which it is received with the remaining 10% carried forward to the following financial year – this figure equates to £15.7k to be carried forward to 2023/24 compared to £10.9k taken into 2022/23.

**Insurance** – Our annual review was held in December with only a slight increase in premiums. However, the cyber-attack we suffered earlier this year is likely to be reflected in an increase at renewal.

**Courses** – Continued to run with most now being delivered online.

**Competitions** – Domestic competitions were run to conclusion and the opportunity was continued to be taken to include all expenditure for the full period of competitions (to Cup Finals) in the 2022/23 accounts.

**Aspire** - Support for our athletes who are involved with GB at either senior or development level.

**Development Support** – increase due to two years Sport 80 fees being paid together with outlay for a new contract regarding GDPR to ensure all HW systems are checked, amended and compliant. It is the intention that once this review has been completed, sections will be rolled out to clubs as a checklist.

**Performance** – With a return to playing at international level both the income and expenditure was substantially increased as a result. All travel and accommodation costs were covered by player contributions.

**Other Operating Funding** – nil income in 2022/23 as the Sport Wales recovery funding was only received in the previous year.

**Administrative Expenses** – Increase primarily due to the increased audit fee referred to above and the unplanned costs of recruitment of a new CEO. Subscriptions increased to EHF due to the success of our Senior Men in the World rankings (£926 to £4800).

**Sundry Expenses** – Investment has been made into several new systems including DocuSign, Sport 80 (membership), Dext and Approval Max (both financial), all of which will assist in our aim of reducing our carbon footprint through a reduction in hard copy printing and storage, whilst improving our efficiency and governance. Organisational capability is one of the key measures that significantly influences the level of funding possible from Sport Wales, therefore it is anticipated that further adaptations will be made in the coming years.

## General Comments

Overall, the finances are in a comparatively healthy state although Reserves need to increase.

Whilst the Sport Wales grant has remained at similar levels to previous years, in view of increasing costs and planned grant reductions, it is considered vital that efforts continue to be made to diversify Income streams and control costs.

Tony O'Regan, Aberystwyth HC, queried the difference in Commercial income (£18,973 in 21/22 and £116,628 in 22/23).

Chris explained this was due to the generosity of several individuals and in particular Study in Wales, the fundraising undertaken and a sizeable grant received from Welsh Government.

David Francis, Finance Director, thanked Chris Brewer for his report and reminded meeting that the Balance sheet did not do justice to the financial challenges Hockey Wales had faced during the year.

The accounts reflect the costs of competing at this level and David thanked everyone involved in obtaining funding from Welsh Government and Study in Wales as well as all fundraising efforts.

Contingency to be included in future budgets to ensure increases to our reserves year on year.

Chris is leaving Hockey Wales this week; 23 years of experience can't be replaced and the ways in which the finances of the organisation are managed have been reshaped with several functions being moved to the WSA (Welsh Sports Association) – David had met with WSA earlier today, and all appears to be going well.

The Data Breach in January has resulted in underling costs and challenges, whilst we are better protected than we were, we need to invest time and money to stay compliant and on top of things.

Commercial income is starting to come in, it is a slow process which we hope will accelerate during the year.

Congratulations to the team for getting us to where we are and a big thank you to Chris for all his work for and with Hockey Wales over the last 23 years – enjoy your retirement!

2022/2023 accounts approved electronically by Board and presented to members.  
Auditors will be asked to register them at Companies House.

## 7 Annual Report

Paul Whapham advised the meeting he was four months into the CEO role and thanked everyone for the warm welcome he had received.

Paul highlighted some of the achievements mentioned in the 2022/23 annual report including:

- Welsh Men's O70 Masters winning gold at the World Cup in Tokyo
- Wales Senior Men competing in the World Cup for the first time ever
- Cardiff & Met being promoted to the EH National League Premier Division

Congratulations to all community champions (page 34) and Virtual Schools Award winners (page 9)  
Over 70 nominations received for Schools Awards and a successful online presentation night had been held.

Statistics (club analysis – page 10) showed:

- Slight membership growth – 5%
- 2% of clubs saw an increase of 51 – 70 members
- Still behind pre-covid levels
- Junior membership up 30% since 2018

Statistics / School Sport Survey (school analysis – page 11) showed:

- Schools Sport Survey dictates our funding from Sport Wales
- 17k children would like to play hockey
- Lack of opportunity for those from deprived background or those with disabilities
- This data will shape future priorities and delivery

Hockey Heritage Project (page 8)

Thanks to Phil Bailey and Steve Knight (our volunteer archivists) and Alice Gregory (HW staff) for their work with this project.

We have been awarded £90k over two years to roll out our Heritage programme which will include a digital record of our history.

WHUA (pages 27 & 28)

Congratulations to all WHUA members on their FIH, EHF and HW appointments including:

- Chris Brewer (TO) & Cathy Wright (Women's umpire) - Commonwealth games
- Linda Treharne (TO) and Abby MacArthur (Women's umpire) – EuroHockey Indoor Women's Championship
- Vikki Skinner-Allen (TO) – EuroHockey Indoor Women's Junior Championship

Congratulations to the 27 newly qualified Level 1 umpires.

Thank you to all our umpires, officials and volunteers whose efforts and support enables us to play week in week out.

## Facilities

- £1.73m collaboration funding
- Resurfacing (4) – Abergavenny, Merthyr, Monmouth, Swansea
- New (2) - Anglesey, Cowbridge

## Looking ahead to 2023/24

- Strategy – strengthen our ability to Engage, Compete and Perform
- Brand
  - Increase the Welsh Connection
  - Focus on modern, unique and clean look
  - Appeal to young people and commercial partners
- Performance Pathway – re-establish a county footprint (8 counties)
- Digitalisation – club membership (via Sport80)
- Communication and connection across Wales
- New opportunities
  - New formats for schools
  - New communities
  - New partners

Paul advised meeting that some students had been recruited 6 weeks ago to help with communications.

Martyn thanked Paul for his overview of the extensive annual report document, he commended Paul for his emphasis on communications – an improvement has already been seen.

Paul also provided a breakdown on how membership fees are allocated across the business:

- 30% Competitions and Events
- 24% Insurance and Affiliations
- 22% Governance and Finance System
- 12% Equality, Diversity, Inclusion initiatives
- 12% Performance, Pathway, Administrations & Systems

Tony O'Regan referred to the extensive consultation completed earlier in the year.

Paul advised that 150 responses had been received and Hockey Wales were taking the feedback onboard in the development of our strategy (Engage, Compete, Perform) and future direction.

Paul reminded meeting that our future direction is also dictated by Welsh Government and Sport Wales priorities / guidance / initiatives (e.g., Diversity, Inclusion).

The meeting acknowledged the 2022/2023 Annual Report.

## 8 Membership Fees

Paul Whapham reminded meeting that our 3 main sources of income are affiliation fees, Sport Wales funding and fees from international players.

Hockey is one of five team sports subject to a major funding cut from Sport Wales – our funding will reduce by 50% (£220,000) in the next 2 years - 10% cut this year, 20% next year and 20% the following year.

Whilst we are receiving some commercial revenue, it takes time to nurture relationships and see the impact.

Following feedback from North Wales forums, motion to increase membership fees on an annual basis had been amended and will be based on CPI not RPI (CPI is slightly lower).

The Sport80 membership system will enable Hockey Wales to have a direct relationship with members in 2023/24 instead of via club officers.

Roger Caddick (Life Member) asked what difference an increase in affiliation fees of £3 per senior playing member in 2023/24 would make.

Paul advised that it would result in additional income of approximately £3k.

Derek Salisbury (Neath HC) advised that, as a club, they supported some of their players financially and did not feel this would be possible with members paying their own Hockey Wales affiliation fees.

Paul advised that as mentioned at the recent meetings, Hockey Wales would be working with clubs to understand who is impacted and use a common-sense approach to assist.

There will be tools, such as interest free options to make payments over a few months and the use of Klarna in the Sport80 platform from 2024/25.

Roger Harris (Whitchurch HC) was unaware that members would be paying their Hockey Wales affiliation fees direct to Hockey Wales.

Paul advised that members had been emailed directly about this, a meeting had been held with club officials and another meeting had been held with members to explain the process.

Members will be able to register via the Sport80 portal from 2 August and must register before their first game of the season.

Steve Sloan (Bridgend HC) asked what the additional £3k would do for Hockey Wales.

Paul advised that it would help towards the inflation and cost of living increases we were all experiencing as well as contributing towards the anticipated surplus in this year's budget.

Dee Pattemore (Gwent HC) acknowledged the proposed annual increase for senior playing members and asked how often affiliation fees for junior playing members would be increased.

Paul advised that there were no plans, at this time, for an annual increase in junior fees.

Hockey Wales propose introducing a schools membership and would be working with these members to move from schools to clubs.

Ed White (Swansea HC) asked if affiliation fees will be increased to the full CPI rate every year.

Paul confirmed that it would – CPI is a government recognised measure, members would know every year, how much the increase would be.

Martyn Gallivan explained that several members (clubs, schools and associations) had voted before the meeting and asked those voting at the meeting if they were in favour, against or abstaining from the motions.

Motion 1 - members were asked to agree the motion to increase membership fees on an annual basis.

18	votes in favour of the motion
11	votes against the motion
01	abstention

The motion to increase membership fees on an annual basis was agreed by the members.

Motion 2 – members were asked to agree membership fees for 2023/24.

22	votes in favour of the motion
08	votes against the motion
01	abstention

The proposed membership fees for 2023/24 were agreed by the members.

## 9 Election of President

Conrad Funnell explained that Martyn Gallivan's three-year term as President was due to finish at the GM. Martyn had agreed to stand for a further three-year term.

No other applications for the role of President had been received so in accordance with the Articles of Association no vote was necessary, Martyn to continue as President.

## 10 Election of two Directors

Conrad Funnell explained that Paul (Bill) Riley and Derrick Heaton-Rue's three-year terms as Elected Directors were due to finish at the GM.

Derrick had decided not to stand for a further term whilst Paul (Bill) had agreed to continue for a final term. Tony O'Regan had also applied to be an Elected Director.

No other applications had been received so in accordance with the Articles of Association no vote was necessary, and Paul (Bill) and Tony were accepted onto the Board.

Tony O'Regan referred to his application and advised that he would like to open the communication channels with clubs and invited his fellow elected directors to join him.

Paul (Bill) Riley advised this would be his third and final term as an Elected Director and thanked Cardiff & Met HC and Dysynni HC for nominating him. As previously mentioned, following this meeting, Paul (Bill) would be the interim chair of the Hockey Wales Board of Directors.

Paul (Bill) is often at the side of a hockey pitch and invited members to join him for a chat.

Martyn thanked Tony and Paul (Bill) for their comments and their interest in Hockey Wales.

*Note – Tony O'Regan could take no further part in the meeting as the nominated representative of Aberystwyth Hockey Club.*

## 11 Appointment of Life Members

Martyn Gallivan advised that in recognition of the significant contribution and exception service provided to hockey in Wales over many years, the Board of Directors had decided to award Life Membership to:

Lynne Morgan BEM and Chris Brewer

Martyn congratulated Lynne and Chris and thanked them for their ongoing support.

There being no further business Martyn Gallivan declared the meeting closed at 20.20 p.m.

Signed as a true record:

**Martyn Gallivan, President of Hockey Wales, and Chair of 2024 General Meeting**

Date:

End of Minutes

*Minutes taken by Jane Price, Hockey Wales, Business Support*