



ENGLISH LACROSSE ASSOCIATION Ltd.

Minutes of the English Lacrosse Association Annual General Meeting held on Sunday 6th October 2019, Hilton, Warwick, CV34 6RE.

Present: John Neal (JN) Chair, Mark Coups (MC) CEO, Hannah Bowe (HB), Nikki De Kretser (NK), Sue Livock (SL) President, Neil Edgar (NE) Ex-Officio, Jane Powell (JP) Ex-Officio, Caroline Royle (CR) Ex-Officio, Paul Coups (PC) Ex-Officio, Abi Merrill (AM) Ex-Officio, Rob Collinge (RC) Centurians, David Marsden (DM) Brooklands, David Bruce Morris (DBM) Oxford City, Edmund Connolly (EC) Campden, John Sharples (JS) Stockport, Bob Sharples (BS) Birmingham.

Section 1 Business matters

1. Apologies for Absence

Sallie Barker (SB), Michael Estill (ME), Gavin Devine (GD), Ben Jessup (BJ), Chrissie Owens (CO), Hamish McInnes (HM), Prashant Jobanputra (JP).

2. Chairs Opening Remarks

JN opened the meeting at 12.01 pm, thanking all for their attendance. JN highlighted the success of the England Men's Box Tea's achievements at the Box World Championships, coming 4th, were representative of the achievements of EL National Teams in the last year winning Gold at the Women's European's and men's Under 19 European's. JN summarised, that each National team is now ranked 5th or higher at World level and 1st in Europe. JN thanked JP and her team for their work in delivering this achievement.

3. Minutes of the Last Meeting

The minutes of the AGM 7th October 2018 were proposed by Sue Livock and seconded by David Marsden.

The Minutes of the AGM 7th October 2018 were approved as a true record.

4. Matters Arising

There were no matters arising.

5. ELA Audited Accounts 2018-19 and Letter of Representation 2018-19

The Audited Accounts of ELA Ltd. and Letter of Representation 2018-19 were proposed by Hannah Bowe and seconded by John Sharples.

The Audited Accounts of ELA Ltd. and Letter of Representation 2018-19 were approved.

6. Appointment of Auditors

The appointment of Beever and Struthers as the auditors for ELA Ltd. was proposed by Sue Livock and seconded by David Marsden.

The AGM approved and appointed Beever and Struthers as auditors for ELA Ltd. for 1st April 2019 to 31st March 2020, noting that the AGM 2017-18 had agreed to a 3 year appointment of Beever and Struthers after an open tender process.

7. ELA Annual Report 2018-19

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NE provided a commentary of the accounts (see Annual Accounts Commentary 2019 at end of minutes). MC highlighted the positive position of the EL accounts in relation to previous years and thanked all for their work. MC summarised the positive work by all involved in lacrosse specifically mentioning the University Lacrosse Officer initiative, participation camps and the new EL brand as key developments supporting the development of the game.

JN tabled the ELA Annual report 2018-19 to the AGM and invited questions. The AGM had no questions on the report.

MC made a specific statement of thanks for the work of volunteers who are engaging alongside staff to deliver all initiatives to develop lacrosse. MC detailed that the working relationship between staff and key volunteers has been very good during 2018 - 19

JN thanked those who had contributed and produced the document.

The AGM approved the ELA Annual Report 2018-19.

8. Articles and Bye Laws Amendments 2019

MC summarised the proposed amendments to the Articles and Bye Laws that had been circulated the membership. MC outlined the processes undertaken in relation to the proposed amendments, outlining that both proposals were from the EL Board and seconded by the voting members of the National Lacrosse Committee.

The amendments to the Articles and Bye Laws were taken separately for AGM approval.

JN tabled the proposals to the AGM for discussion. There were no questions in relation to the proposals.

MC outlined that he had 3 proxy votes received after the deadline of Friday 4th October, as detailed in the voting instructions on the AGM agenda papers. MC referred to the articles in this matter and highlighted that although they could be discounted it was his suggestion that those present should decide if these proxy votes should be considered.

The AGM had a brief discussion on the matter.

The AGM voted 4 to 3 to allow the identified 3 proxy votes to be considered in relation to agenda item 8.

Amendments to the Articles were taken on-bloc.

The AGM approved the amendments, voting 30 for, 6 against and 2 abstentions.

Amendments to the Bye Laws were taken on-bloc.

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The AGM approved the amendments, voting 33 for and 3 against.

The AGM was formally concluded at 12.37 pm.

MC made a statement to those present summarising JN's tenure as Chair. MC reviewed the significant issues that JN has guided EL through during his 3 years.

All present thanked JN for his time, commitment and enthusiasm as Chair of EL. JN thanked all for their support and work during the last three years and wished Hannah Bowe the best in tenure as Chair.

There followed a question and answer session from the floor to the Chair and CEO.

EC enquired about the process involved in relation to the production and review of EL policies and procedures. MC outlined the process.

There was a broad discussion in relation to policy review, making specific reference to the Equality and Diversity Policy. JN highlighted the need for volunteers to support any such review and opened the request to the room for representatives. None were forthcoming.

DBM highlighted the need for insurance for wider groups currently not covered as voting members who are playing lacrosse. All agreed a review of this area was needed and should be considered as part of the annual review of Bye Laws.

BS raised concerns about the EL facility strategy and its engagement at a relevant level at Sport England (SE). BS highlighted the memorandum of understanding currently in use between SE and identified NGB's in relation to playing pitches. DBM added to this point identifying that limited capacity at some facilities could limit growth in participation.

MC reviewed the current engagement with SE while also highlighting the need to address indoor use, emphasising a commitment from EL to engage with SE facilities team.

DBM enquired as to support EL is accessing in relation to communications and marketing, JN highlighted the work by the board in supporting this area and MC made specific reference to Chrissie Owens in providing additional input to this area.

BS identified the new trial of the new hybrid pitches and the need for EL to review its potential use and raised the need for technical specifications on indoor spaces and lighting.

MC outlined he was aware of the hybrid pitch and the discussions he has had in relation to indoor use.

DBM and BS highlighted that a Sunday AGM is not conducive to representation from all clubs (South East Women's fixtures take place on a Sunday) and could there be alternative days considered.

The meeting was concluded at 1.18 pm.

Date of next ELA AGM Sunday 11th October 2020

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English Lacrosse Association
AGM 6th October 2019
Annual Accounts Commentary

Opening remarks

England Lacrosse, note I use our trading name, financial management continues to go from strength to strength and we have had another exceptionally busy financial year with regards to the resource required to operate at a consistently high standard and the detailed control of cash required to enable the business to operate successfully.

The Head Office Team, to which I am very grateful and reliant upon, has successfully met this challenge and this is evidenced by the extremely positive sign-off meeting we conducted with our Auditors at the end of the financial year.

During the fiscal year 2018/19 we achieved progression in the areas of Triple Arrow Camps (TAC), Individual Registration (IR) and our talent system.

The biggest challenge to our finances has been the amount of activity within the performance division of our organisation which stretched both our financial and human resources last year and will continue to do so as the international demands on the organisation are increased year on year.

My sincere thanks go to the members of FARC for assisting me to navigate the demands for information and their relative timescales during the year, specifically, the demands for robust cash planning during the whole period. Our processes have been rigorously tested this year and have been found to be extremely robust. As indicated previously, this was highlighted during the audit and in the subsequent report from the auditors. I would now like to detail some of the key financial points contained in the 2018/19 accounts.

Turnover

Total income was higher than the previous year at £1.8m (2019) compared to £1.4m. The key points to note about the turnover were:

Sport England Grant – we received a grant of £674k which is the same as the previous year. We made a provision of £15k against our grant received which was perceived as a potential underspend of grant by Sport England. This wasn't the case and the monies have been paid.

Participation – income was up from £221k last year compared to £232k this year. This was due to small increases in income from our National Schools event and Triple Arrow Camps.

Performance – income was up £335k on the previous year. This was due to the number of foreign tours taking place in the year compared to the previous year. Talent maintained strong figures across the year which is a consistent trend.

Membership Fees

This year we received £6k more than the prior year and this was due to planned increased affiliation fee to Universities and Schools.

Individual Registration

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The third year of IR contributed £128k in income for the year, an increase of £12k due to increased numbers registering.

Cost of Sales

Cost of Sales are coming under cost pressure especially in Participation as we are trying to increase our Events portfolio going forward. Also, with camps, we are looking to expand to increase the overall surplus achieved from TAC, which may mean we have to accept lower margins going forward.

Overheads

In total, overheads have increased slightly from £0.75m to £0.8m (excluding Enterprise Lacrosse Ltd debt write off) and this is due to the following factors;

Staff salaries and NI were reduced by £9k from the previous year. In the prior year we had staff employed for a short time before being made redundant. Also, in this year, we recharged £37k of Staff costs to Lacrosse 2017 Ltd. Last year we recharged £34k. This was included in the final surplus position previously reported for Lacrosse 2017 Ltd.

We also made the following adjustments:

Last year we released an accrual to cover potential rent for £17k. Therefore, Rent is £22k higher than last year.

Conferences and courses relate to meeting costs which have risen from last year by £7k. We have more Board sub-committees than previous years therefore generating more expense.

Staff expenses have increased by £13k from last year. This was due to the increase in the staff activity following the teams abroad for Performance.

Irrecoverable VAT is £12k higher than the previous year. This relates to the overall increase in activity across the whole organisation.

Advertising and marketing have increased by £23k from the previous year. This was due to £10k of Promotional Resources for TAC. We spent £10k on central kits for our national teams, liveried with our new branding from our new supplier. Also, we spent £5k on a yearly subscription for a Sponsorship contact database.

Legal costs were £6k higher than the previous year. This was the cost for a Board Review exercise that was funded by Sport England and therefore offset by income in the Core Income line of the accounts.

All activity for Enterprise Lacrosse Ltd (2018 related) finished last year as stated at last year's AGM. Last year we wrote off £89k in related costs.

Lacrosse 2017 Ltd is in the final stages of being mothballed or closed and final accounts for the company will be prepared and signed off in December 2019 and will show a small surplus of £12k.

The Provision for Doubtful Debts at £30k has increased by £1k from last year.

Balance Sheet

The main difference to the balance sheet from last year was the effect of paying monies owed to Lacrosse 2017 Ltd into that company's bank thereby releasing the Inter-Company creditor.

Summary

In summary, another small surplus was made by the ELA. Next year we will be concentrating on the debtor's ledger to ensure we reduce the aging of the debts so we can release the provision back to the Income Statement.

The Balance Sheet remains positive as another annual surplus was achieved by the core organisation and this continues the process of improving the balance sheet year on year.

EL is in a satisfactory financial position to be a going concern and this is detailed in the management letter accompanying the accounts.

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All the above has been achieved, again, by a workforce of 15 staff and my thanks go to all of them and all the key volunteers who have assisted us in achieving the above set of results.

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