



Hungerford Town Juniors FC

Annual General Meeting

Thursday 4th July 2024, 7.30pm

Minutes

1. Attendees:

Darren Pettifer, Lara March, Matthew Armishaw, Graham Hall, James O'Hagan, Marc Greenslade, Leigh Hall, Matt Hale, Tim Thatcher, Louise Richens, Duncan Josey, Maria Josey, Ed Anderson-Stewart, Gemma Bowden, Dan Lavers, Andy Grant, Amanda Wood, Nigel Head, Chris Bowden.

2. Apologies:

Mark Berry, Chris Risdale, Simon Beck, Michelle Tallack, Richard Jaques.

3. Acceptance of previous minutes:

Agreed: Tim Thatcher

Seconded: Maria Josey

4. Officer reports

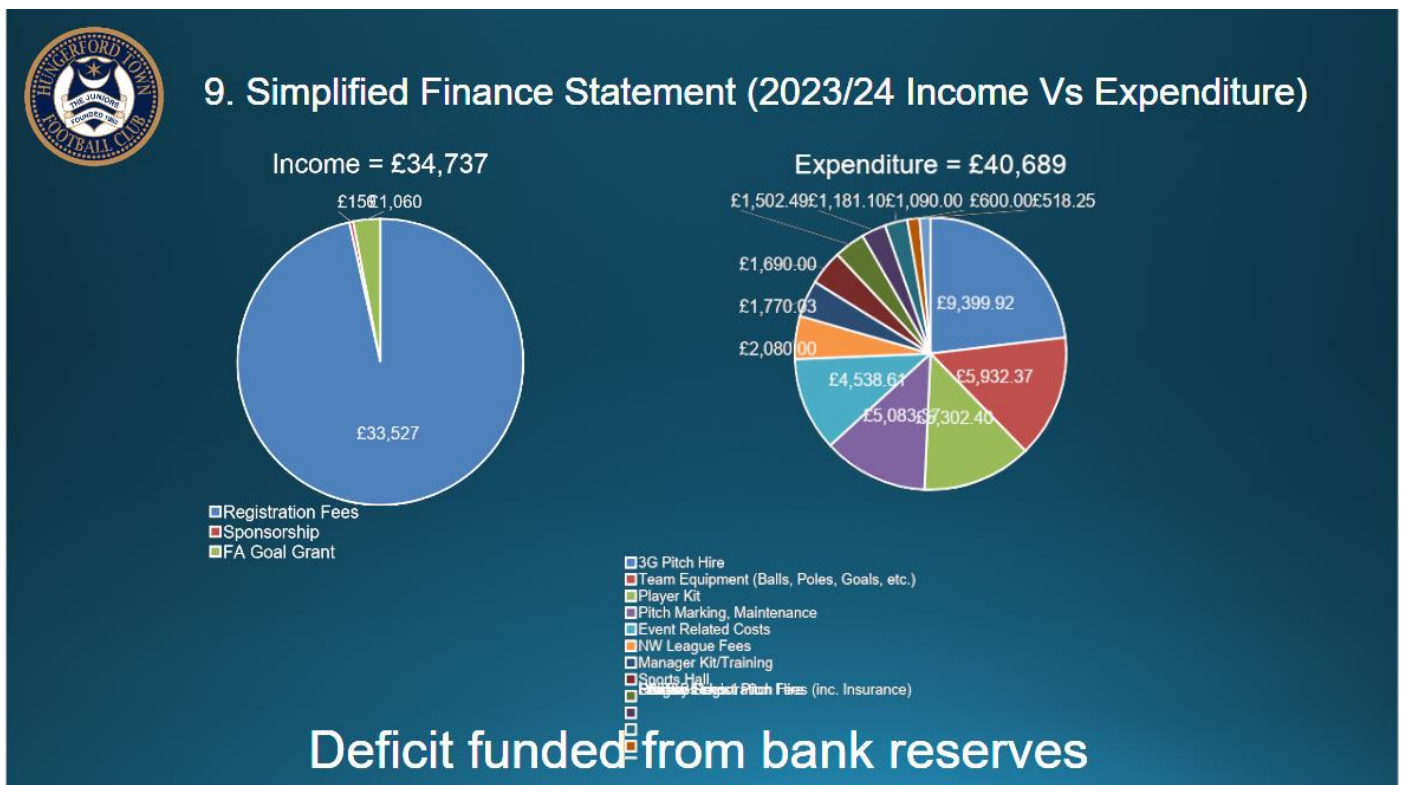
- **Chair – Darren:** See attached
- **Secretary – Lara & Matt A:**

- Overall, we had a successful season. The number of players increased to over 270; and we are receiving on average 2-3 new player enquiries each week throughout the season. We need to think of a creative solution for some teams getting too big, yet not wanting to turn new players away.
- We continue to work more efficiently with the software and tools we're using to make the experience better for everyone.
- **Tournament:** The tournament was a success, and it was the right decision to for us to, bringing kudos to the club. It was a lot of work for a few people, but it did run well. There are several lessons learnt for next year; but the majority of feedback was positive. It raised a good amount of money; and partnering with the main club (Hungerford Town FC) was a success.
- **3G pitch** – We were all grateful to be able to use the new 3G pitch at John O'Gaunt School. Particularly with all the rain we had this year. Without it a large number of matches would not have been able to take place. We appreciate all managers and teams being flexible with match times, so as many matches can take place as possible – it has been a bit of a juggling act at times. There is a lot of demand from Hungerford Town FC and other organisations for the use of the 3G, so we have pre-empted similar requirements for next season with booking all Sundays from the end October to April, which can be cancelled if grass pitches are playable.

Maria said no other club local to us offers 3G facilities that we do. This could be a reason for numbers increasing and is a great selling point.

- **Treasurer – Louise & Matt A:**

Moving to slide 9 of the presentation, this gives an overview of our income vs expenditure for 2023-2024.



As we'll look at later, the fundraising we have done over the year has gone towards specific projects to future-proof the club.

We have used our savings reserves this year to cover the additional 3G fees that we have paid, both with the hire cost increasing, and the extensive use of the 3G for Sunday matches.

Our costs are projected to increase next season with needing to pay for and additional 11v11 pitch at Inkpen, and general increases in costs. The forecast will be based on 275 fully registered players; and are the worst-case scenario. We will hopefully be able to play more matches on the Grass pitches next season and will be able to cancel the 3G. We will need to ensure there is a Friday evening cut-off for any match cancellations, so we have enough time to cancel and not be charged for the pitches.

Ed suggested considering additional winter fees, like some other clubs do.

- **Child Welfare Officer - Leigh:**

Discipline is a big thing, that we'll cover in more detail later.

The welfare cases were hectic this year, most of which could have been avoided if they have been raised with the CWO or another committee member first, so they could deal with it. Situations escalated but could have been avoided. Please do raise anything with the CWO at the early stages.

- **FDO - Leigh:**

The Primary school has asked if any coaches could help run the school football team. It can be mixed, boys and girls. If anyone is able to spare 1 hour a week, that would be great. Leigh and Darren are going to do so.

The link with the main club is really important and it is getting stronger. Chris and Gemma have some great ideas to keep it moving forward.

5. Election of Officers

Position	Re Standing/ Standing	Approved
President	Steve Skipworth	Majority approved
Chair	Darren Pettifer	
Vice Chair	Marc Greenslade	
Secretary	Lara March	
Assistant Secretary	Matthew Armishaw	
Minutes Secretary	Lara March	
Pitches Secretary	Darren Pettifer	
Fixtures Secretary	Amanda Wood	
Treasurer	Louise Richens	
Club Welfare Officer	Leigh Hall	
Club Welfare Officer	Sarah Pettifer	
Football Development Officer	Leigh Hall	
Social Media Officer	Leigh Hall	
Webmaster/ Press officer	Matthew Armishaw & Graham Hall	
Town Link Officer	Darren Pettifer	
Clothing Merchandise	Macron	
Goalkeeping Coach	Dean Humphries	
Sponsorship Manager		
Fundraising Manager		
Registrations Secretary		

We will continue to look for volunteers to fill the vacant positions. Chris suggested to speak to Macron re a multi-season deal or to link with the main club for a better deal. Leigh suggested we look at purchasing any sports top, and get the logo printed on it at GazKaz for better value kit. This could be looked into for next season.

6. Election of Managers

Age	Team Name	Manager	Approved
U6		Matt Armishaw	Majority approved
U7	Falcons	Christopher Rose	
U8	Falcons	Nigel Head, Liam Cusack	
U8	Hawks	Darren Pettifer	
U9	Falcons	Graham Hall & Leigh Hall	
U9	Hawks	Mark Berry	
U9	Lionesses	Tim Davis	
U10	Gladiators	Alex Brown	
U10	Hornets	James O'Hagan	
U11	Crusaders	Phil Noon	
U11	Hawks	Richard Jaques	
U12	Young Crusaders	Duncan Josey	

Age	Team Name	Manager	Approved
U12	Lionesses	Duncan Josey	Majority approved
U13	Hawks	Matthew Hale	
U13	Knights	Marc Greenslade	
U13	Warriors	Matthew Turner	
U14	Black	Ali Angus	
U14	White	Garry Cook	
U15	Crusaders	Tim Thatcher	
U15	Knights	Mike Stone	
U16	Hurricanes	Ed Anderson-Stewart	

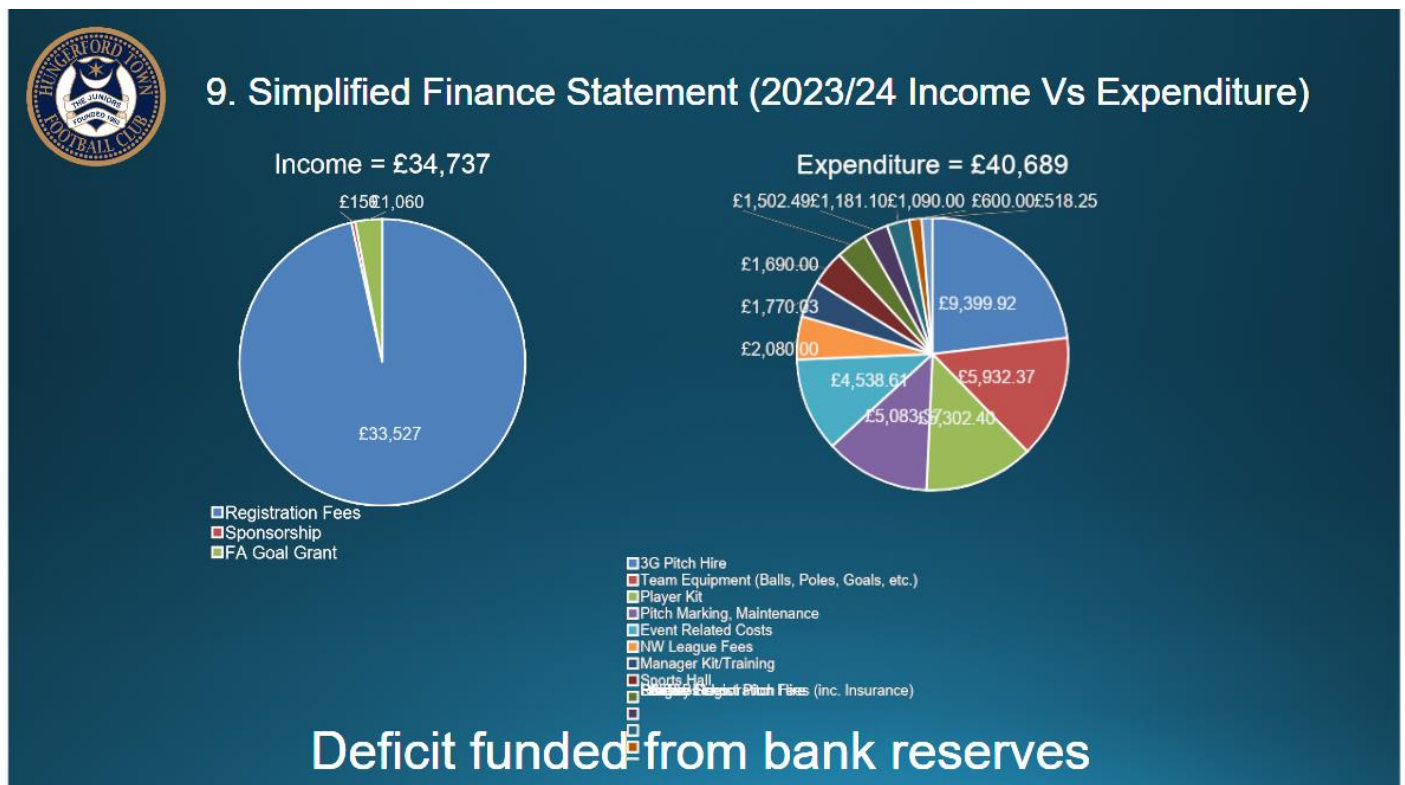
7. Election of General Committee Members

None to elect.

8. Election of Auditors

TBC - Darren to provide the contact for his bookkeeper.

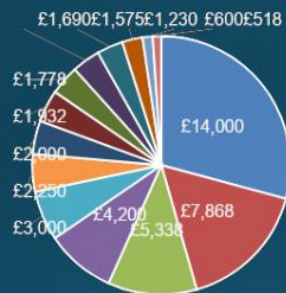
9. Simplified Finance Statement – Louise & Matt A





9. Simplified Finance Statement (Forecast 24/25 Expenditure)

Expenditure = £47,979



- 3G Pitch Hire
- Player Kit
- Pitch Marking, Maintenance
- Event Related Costs
- Team Equipment (Balls, Poles, Goals, etc.)
- NW League Fees
- FA B&B Registration Fees (inc. Insurance)
- Ref Fees
- Other
- Other
- Other
- Other
- Other

We are forecasting our costs to increase from early £40,689 to nearly £48,000 next year, due to fees for an additional pitch; 3G costs and general price increases and a higher number of players. This is a worst-case scenario but does not consider replenishing our reserves that have now been used up. We hope to have a kit sponsor to help with the cost of kits; however, this has not yet been confirmed.

10. Player Registration fees for season 24/25



10. Player Registration Fees for Season 24/25 (1)

The Club believes that Hungerford Town Juniors continues to provide excellent value for money for a junior sporting club.

The registration fee (playing membership) includes:

- 30+ Training sessions per team¹
 - 20+ League matches per team²
 - League Cup/Trophy matches
 - Any friendly matches
 - New shirt (or complete kit in case of new players)
 - FA Accredited Club
 - Insurance
 - All FA and League fees
 - Season ticket (+1 Adult) for Hungerford Town FC³
- We are almost certainly the lowest priced junior football club in the local area by some margin
 - Cost works out just c.£1.60 per hour per child

¹ Number of training sessions is an average figure and is weather dependent, ² Number of matches is an average figure and is weather and league dependent, ³ League matches only

We discussed at the AGM last year about fees needing to increase again. Given everything the club has to offer, we are one of the least expensive clubs locally. The couple of clubs that that are cheaper than us do not offer kit; or have access to 3G facilities.

Other sports and extra-curricular activities are far more expensive, with some Football clubs charging between £30-£50 a month; and 30 minutes of group swimming lessons costs around £35 per month.

The Committee have discussed putting fees up, and there is a concern about putting fees up too much in a short space of time. The Club were extremely concerned about keeping fees as low as possible both during and after covid; and we are now in the situation where we have to make tough decisions to ensure the club can continue to exist and grow in the future; with us being able to invest in new equipment etc.

The Committee therefore suggested 2 options for fees to decide on:



10. Player Registration Fees for Season 24/25 (2)

Option 1	Option 2
New Players = £180 (€186 instalment)	New Players = £190 (€196.50 instalment)
Re-signing Players = £160 (€165 instalment)	Re-signing Players = £175 (€180 instalment)
Training Only = £95 (€97.50 Instalment)	Training Only = £95 (€97.50 instalment)

- Very tight financial control/restrictions
- Christmas party not funded.
- Team equipment budget limited to average of £100 per team and/or £2,000 across the club.
- Disciplinary fees to be paid by incurring team.
- Some 'Non-project' fundraising may need to be diverted to running costs.

Additional equipment and Xmas party will need to be paid for by additional fundraising *by Teams*.

- Tight financial control/restrictions
- Christmas party included
- Increased equipment budget
- 'Non-project' fundraising used *primarily* for club facility development.

Discounts

Same as previous season:

- 50% discount for team managers
- No assistant discount
- No sibling discount
- No 'early bird' discount

- **Option 1** = the “Austerity option” and would not allow for any investment or growth in the club; and would require us to operate under a restricted budget.
- **Option 2** = the “Break even” budget. It would only allow for restricted investment in the future of the club.

Maria suggested a sliding fee scale, with older age groups paying more, as their matches run longer, and kits costs more.

Matt H thinks we should go straight to a higher membership fee now, as we have the 3G as a big selling point, and there is no point with the club just breaking even. We need to be able to invest in the future of the club with equipment to match the quality of the facilities we use.

Selling points of the club are: Links with the Main club; 3G facilities; teams in higher leagues who are winning their leagues.

Marc G raised that we need to think about families who can't afford the fees. The Committee are always committed to assisting these families. Maria suggested we form a charitable arm with the main club to raise money to support these families.

As a way to assist with the higher registration fee, it was suggested to spread the cost over 10 months, charging an initial non-refundable deposit to cover the Club's outlay for each player; then the membership fee is spread over the remaining 9 months. It was agreed by everyone as a good idea. Louise & Matt will calculate what the initial fee should be.

In order to get registration fees to a level where we are able to continue to invest in the club, rather than simply break-even; Matt A proposed we vote on the following registration fees for 2024/2025:

New player:	£230
Re-signing:	£210
Training only/ U6s:	£125

Majority approved.

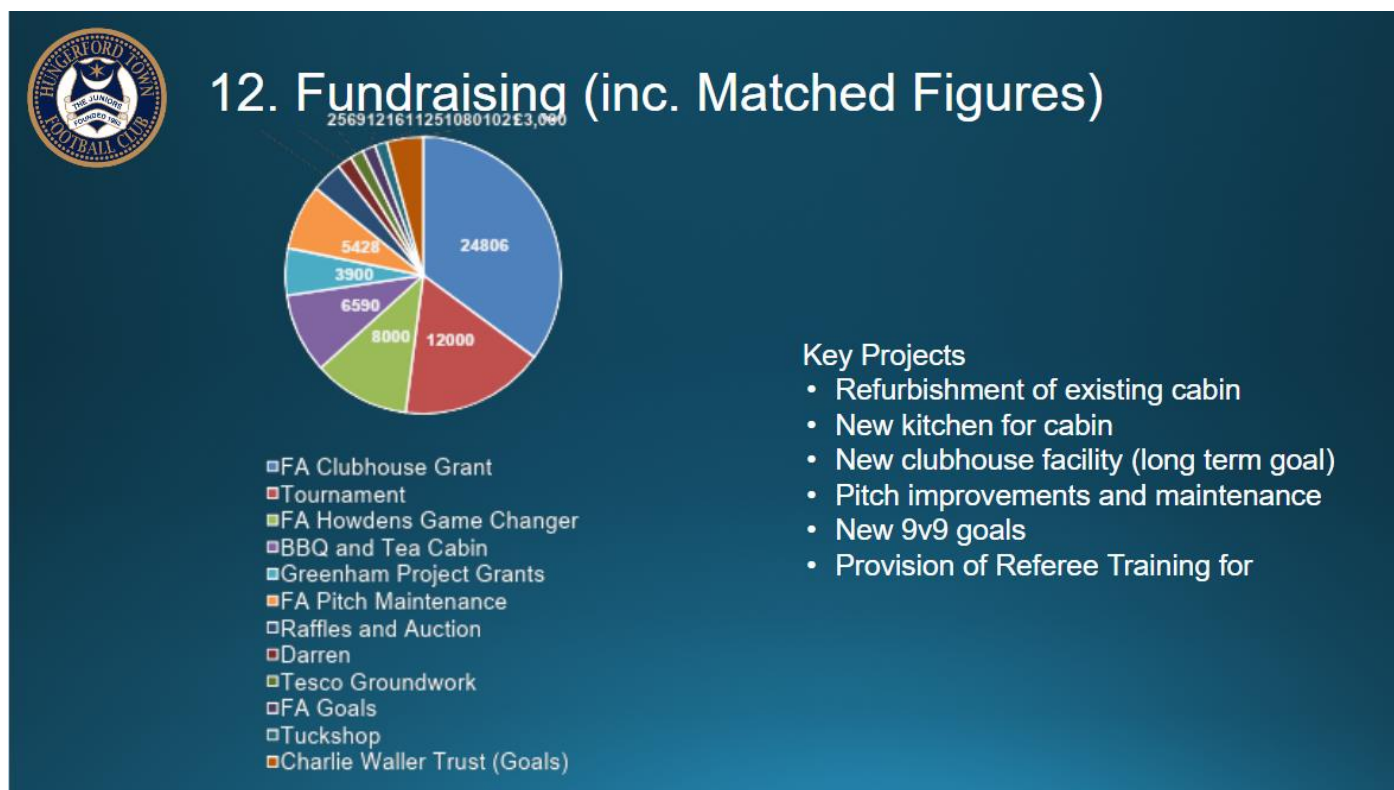
Dan L said he was in favour of the above, however the committee needs to be clear and transparent with managers and parents to explain the justification for the increase in membership fees.

Louise's concern with spreading payments over 10 months, is the amount work each month required due to following up non-payments each month. Maria says she will assist with this. We will also need to make it very clear that players can't attend training or matches if a payment has been missed.

11. Player Registration fees for season 25/26

No longer relevant due to the above fee increase.

12. Fundraising



Fundraising efforts have been immense over the last 12 months. Maria, Louise, and the rest of the fundraising team have applied for grants; arranged the match funding; run the tea cabin. All the fundraising money raised this year will go towards investing in the future of the club.

Clare is happy to continue to run the Tea Cabin but will need more volunteers.

Particular mentions:

- **Pitch Maintenance Grant:** this will be to improve the quality of the primary school pitches. It is on a sliding scale but gives us around £5000 in the first two years to pay for a contractor to improve the pitches. The grant does not cover day-to-day costs for maintaining the pitches (ie line marking and grass cutting).

James O'H: asked about improving drainage and cutting back the stinging nettles. The grant should help with drainage.

- **Cabin Refurbishment:** We have received an FA Grant, which will allow us to revamp the existing cabin – new toilets, storage & kitchen. A grant from Howdens will replace the kitchen. Work on the cabin is due to start mid-August and should be complete for the start of the season.
- **9v9 Goals:** we had to purchase additional 9v9 goals this season and received an FA grant towards the cost.

Future fundraising projects:

- **Referee training & qualification** for all players age 14+. With the aim of giving them a different perspective of the game; opportunities to earn some money and additional referee talent within the club.
- **New clubhouse facility** – there is an aspiration to build a completely new club house. Maria has already looked into how we can secure the lease of the land and get the correct paperwork in place with the town council. This is long-term goal.

13. Discipline

There have been continuous complaints. And we will be looking at each one individually next season. Discipline is a problem across all clubs, not just ours, but we want to have a clearer message next season.

Maria wondered about having a respect representative at each match, as we used to. Darren didn't think it would make much difference.

Darren: we need to make sure parents know that they will be banned from matches. Both Parents & managers need be quiet during matches. If complaints come in, they will be looked at closely. Everyone needs constant behaviour reminders. Any complaints you receive should be raised immediately with CWO or other committee member so they can be nipped in the bud. We do have a code of conduct for spectators and managers, and we need to keep reminding people.

Dan L suggested we need more structured guidance for what managers can do in that situation, and clear sanctions that parents are aware of. It can be difficult for managers to deal with these situations. Darren said he realises it is difficult for them, and they should raise anything like this with the CWO, himself or other committee members.

Suggestions are to have sanctions like move the respect barrier further away; remove parents from matches; speak to parents/player. The committee will put something together for parents and managers to be aware of and get the message out.

14. Constitution change – AGM timing

The current constitution states:

9. ANNUAL AND EXTRAORDINARY GENERAL MEETING

a. *An Annual General Meeting (AGM) will be held the week following the North Wilts Youth League AGM.*

This limits us timing-wise, when the League AGM is unlikely to impact any decisions made during HTJFC AGM.

Proposal to amend the wording to:

b. *An Annual General Meeting (AGM) will be held during the month of June.*

This will allow more flexibility with AGM timings so we can discuss and make decisions earlier.

15. Any Other Relevant Business

a. Training Schedule

Current training schedule for teams, which has been provided to the John O’Gaunt school for booking the 3G.

	Time	Team
Monday	6-7pm	U9 Lionesses
Tuesday	6-7pm	
	6-7pm	U11 Hawks
	6-7pm	U11 Crusaders
	6.30-7.30pm	U14 Blacks
	7-8pm	U14 Whites
	7-8pm	U16 Hurricanes
Wednesday	6-7pm	U10 Hornets
	6-7pm	U12 Hawks
	6.30-7.30pm	U15 Crusaders
	6.30-7.30pm	
Thursday	6.00pm-7.00pm	U8s Hawks & Falcons
	6.00pm-7.00pm	U10 Gladiators
	6.30-7.30pm	U13 Warriors
	6.30-7.30pm	U15 Knights
Friday	6-7pm	U12 Lionesses
	6-7pm	U10 Falcons
	7-8pm	U12 Young Crusaders
Saturday	9-10am	U9 Hawks
		U13 Knights
		U6s

b. Inkpen Pitch & 3G

Inkpen have offered us a very good deal for the first season. There will be a 24-hour cancellation policy, or we have to pay £25. If your match is cancelled at the last minute and we after the 24-hour cut-off, teams should use it for a training session. They will have a groundskeeper who will check the pitch in the mornings and will let us know if it is unplayable. It will operate with a key card to access the facilities.

We have booked the 3G for Sundays through the winter and will cancel the sessions if the grass pitches are playable.

c. Hungerford Town FC – Chris – Chair

HTFC are very keen to continue to improve the relationship between the clubs and make it stronger. There is no need for any bickering or divide.

HTFC have started an U23 team this season, with the academy to follow next year, which will offer a pathway from Junior players to adult.

Chris would like the Juniors to feel at home in the club house. He has realised that they don't have anything relating to the Juniors in the Club. They will be putting up a trophy cabinet for us to display our trophies; and they are allocating a stand for the Juniors to have as their go-to place to watch matches. The Juniors will be able to decorate it with banners etc and have somewhere to sit together to make noise.

In addition to the the Junior membership they offer for all registered players; they are also considering an additional membership package for approx.. £30 a year, which would include a t-shirt/ water bottle/ birthday card/ personalised video message from Danny or a player. The aim is to make the Juniors feel more part of the Football club.

d. Hungerford Town FC – Danny – Manager

Danny wants to get to know as many people as possible at this great club. The Junior section is the life-blood and we want there to be a pathway from junior to adult football. We love it when the kids run on for mascotting. We want to create that togetherness. The U6s as just as important as the first team. We are more than happy to do coaching sessions with the team, just contact us to arrange it. We want to be the best club in Berkshire. We are always open if you need anything from the 1st team.

e. Sponsorship

We hope to have a club sponsor for the coming season; however the final deal is still being signed and we have not had an update on progress. We are waiting on the logo to put on the kits, and this will need to be provided in the next couple of weeks.

e. Date of 2025 AGM

12th June 2025

Meeting ended: 9.45pm