

# FINCHINGFIELD CRICKET CLUB

Affiliated to the North Essex Cricket Board



**Annual General Meeting  
will be held at the Red Lion, Finchingfield  
on Tuesday 25 November 2008, 8.00 p.m.**

## MINUTES

**Members present:** Damon Knight (DK), Tim Burbidge (TB), Jeremy Toynbee (JT), Simon Baker (SB), Richard Cook (RC), Nick Copper (NC), John Halliday (JH)

### 1. Welcome and Introductions

DK opened meeting 8.12 pm.

### 2. Apologies for Absence

Apologies were received from Russell Way, Paul Butt, Andy McLaren and George Morgan.

### 3. Approve the minutes of the previous AGM held 21 November 2007 and review action points arising

Proposed DK, seconded TB

### 4. Chair's Report for 2008 (appended)

4.1. In addition to the excellent points made in the appended report. DK noted that we needed to revise the development plan following the Club's decision to remain a friendly side for the foreseeable seasons.

**ACTION POINT – DK** to revise development plan

### 5. Treasurer's Report, 2008 accounts and 2009 budget (appended)

5.1. SB reported that although the accounts had not been audited they were open to inspection by all members.

5.2. DK proposed a motion of thanks to SB for all his hard work on the accounts. A brief discussion of getting the accounts audited followed (it is not a requirement of sports clubs). General agreement that if someone were will to do it for free then excellent but if not it should not be a concern.

5.3. Accounts and budget accepted. Proposed by JT and seconded by DK.

### 6. Election of Officers (to include terms of reference)

Before the election DK and JT presented a set of terms of reference for all committee positions. These have been based on some templates available from the ECB and augmented by the current incumbents. DK and JT hope that these terms will make it easier to find replacement officers, when the need arises; they are also a recommendation of the ECB and would be required for certainly development goals that the Club could adopt. The terms are available from the Secretary on request.

Paul Butt and George Morgan stood down from Committee and were thanked for all their work.

#### 6.1. Chairman – D Knight

Proposed JT; seconded SB

#### 6.2. Treasurer – S Baker

Proposed DK; seconded NC

#### 6.3. Secretary – J Toynbee

Proposed RC; seconded NC

#### 6.4. Child Welfare Officer – vacant

No nominations were received. DK and NC to oversee for the time being.

**ACTION POINT – DK** to find a replacement CWO.

#### 6.5. Other ([a] 1st XI Captain – T Burbidge, [b] Groundsman – G Ellis, [c] Fundraising Officer – R Cook, [d] Fixtures Secretary – N Copper, [e] Committee Members – vacant [x2])

[a] 1st XI Captain – T Burbidge. Proposed DK; seconded SB

DK proposed a motion of thanks to TB for the excellent manner in which he has led the team during the season.

[b] Groundsman – G Ellis. Proposed SB; seconded NC.

[c] Fundraising Officer – R Cook. Proposed DK; seconded JT

[d] Fixtures Secretary – N Copper. Proposed JT; seconded TB

[e] Committee Members – vacant [x2]. Russell Way. Proposed JT; seconded TB. Other post vacant.

**ACTION POINT – JT** to find second Committee Member.

### 7. Matters arising

#### 7.1. Amendments to Club Constitution

7.1.1. DK proposed that the Club adopt the ECB's One Game code of conduct (appended). New members to be supplied with a copy of the code on joining the Club and all existing members will be sent a copy with their 2009 renewal letters.

Proposed SB; seconded JT

7.1.2. The above led to a discussion of the Club's disciplinary procedure and the handling of on and off the pitch events during this season. The discussion was too lively to be fully minuted. The consensus reached was that every effort should be made by all members to conduct themselves appropriately and for any dispute between members to be resolved on the day informally. The need for a written disciplinary procedure was accepted but all hoped that it would not need to be put in to action.

**ACTION POINT – JT** to amend Constitution as required and to circulate new Code to all new and existing members.

#### 7.2. Membership and match fees for 2009

##### 7.2.1. Proposed increase in full membership by £5 to £40 pa.

Unanimous agreement not raise membership and to keep fees at 2008 levels.

##### 7.2.2. Introduction of student membership tier for those 16+ in full time education at £20

Unanimously accepted. RC proposed that a £20 membership tier for those over the age of 16, which was also unanimously accepted.

#### 7.3. Coaching

7.3.1. DK outlined his plans to develop more structured training at both winter indoor and summer outdoor nets.

7.3.2. In a related decision the night for summer nets was discussed. Several commented that Friday nights were not a success in 2008 with attendance low and then dropping off completely. Agreement to move nets (including junior training back to Wed). Senior nets would be suspended when we had a 20-over Wednesday fixture. Juniors to run 4.30–5.30 (5-11 yo); 5.30–6.30 (12–16 yo). Senior nets to start 6.30 pm. With cross over with older juniors promoting familiarity between seniors and juniors.

#### **7.4. CricketForce**

- 7.4.1. Will be 4 and 5 April in 2009. With 11 and 12 to act as backup weekend.
- 7.4.2. JT proposed that we paint the pavilion, as it badly needs it and we could get a reduction or waive of the £300 pavilion fee.
- 7.4.3. RC proposed that we built a roller cover and secure storage at the western end of the container.

#### **7.5. 2009 fixtures**

NC presented the 2009 fixture list, which includes a weekend tour to Hampshire organised by DK.

DK proposed a vote of thanks for his hard work and for the excellent list.

- 7.5.1. JT asked if the Club was interested in taking part in the npower Village Cup in 2009. Unanimous agreement that given the late notice of fixtures and the preponderance of top level clubs we would no longer take part.

#### **7.6. Criteria for annual awards**

JT present written criteria for the annual awards (appended), with the aim to avoid any confusion over how the awards were decided. Some discussion of the different criteria on available for best bowler and best batsman, but in the end the current set up was adopted, with the caveat that it was not perfect but it was no less perfect than other options.

#### **7.7. Increasing membership**

- 7.7.1. Proposed that we market the Club more actively in 2009. SB noted that we had not made use of the *Broadcast's* appeal for match reports. DK committed to keeping the website more up to date.
- 7.7.2. Proposed that we have a 'sign up' day on the Sunday of the CricketForce weekend.
- 7.7.3. That JT approach Jim Jervis to find out who used to play for the club, given that we only have one member who played when the club was last in action.

#### **7.8. Fundraising**

- 7.8.1. Bars and fundraising at selected matches: the Saffron Walden home game and the Wethersfield home games in particular.
- 7.8.2. Sponsorship. See if Carl can contribute this year. If not his generosity in the 2007 keeps him as sponsor for 2009 in any case.
- 7.8.3. RC proposed some fun sponsored events, based around the pond, to draw in the village. The sillier the better.

#### **8. Any other relevant business notified to the Secretary in writing one week before the meeting**

None.

DK thanked those present for coming and closed the meeting at 10.12 pm.

## **CHAIRMAN'S ANNUAL REPORT FOR 2008**

Finchingfield Cricket Club has enjoyed yet another exceptional year. In making this report, it is evident that we successfully achieved all our aims for the year (as detailed in the 2007 report). Without the hard work of the committee, many of these aims would not have been met. I commend their commitment and the hard work put in over the last 12 months. However, being successful means that we have new challenges and development plans. Any support that other members of the club could give would be gratefully accepted.

We have had many highlights over the past year and throughout this report, I hope to acknowledge the help that we have received in bringing these highs.

### **Fundraising**

Our main fundraising for the year was the Finchingfield Charity Ball. The Ball was arranged following a suggestion by Sir Tim Ruggles-Brise to use his splendid facility at Spains Hall. We were very fortunate that he offered this for free and the committee (Jeremy Toynbee, Simon Baker and I) set about trying to raise as much money as possible. The Ball was a great success and we managed to raise a total of £6000 for the club, Pre-school, School PTA and CREAMER fund.

The Ball not only raised the club's profile within the village but provided an exceptional boost to our funds. The 2009 Ball will be in aid of the Almshouse Trust and the same committee members will be providing assistance to ensure that it is as successful as the last.

Our other more modest fundraising was the Village fete. Unfortunately, the weather didn't play ball again! However, it cleared enough to allow us to play our now annual fixture against Wethersfield. The bar profits were hit by the poor weather but we did receive a reasonable donation from the Fete organisers. We feel that we should support the event again but we will be playing our game on the day before the main event, to try and avoid the now customary poor weather!

We have again been very fortunate to be supported by Carl Fisher (our main sponsor) and by other very generous individual donations.

### **NatWest Cricket Force 2008.**

Our efforts this year were a little more reserved than those of last, but it was an opportunity to prepare for the season and move equipment into the brand new equipment store. Thanks must go to Richard Cook for completing the installation of the new store without too much damage to other club equipment!

### **Preparation for the season.**

During the winter we arranged for another increase in fixtures. This included many more home games.

We started indoor nets in late January at Dunmow Leisure Centre. We managed to encourage up to 10 individuals to most Sunday morning sessions. Once the British weather allowed, we started Friday evening sessions at our own facility. This year, we decided that Friday evenings would be better due to the amount of evening fixtures on Wednesday nights. Unfortunately, after a bright start, attendance at the Friday night sessions fell back. I feel that we need a different approach to net sessions next year, something that will be on the next committee meeting agenda!

Obviously, we could not play home games without the input of our grounds men. A big thank you must go to Paul Butt and Graeme Ellis (and their helpers!) for producing excellent pitches throughout a very poor summer. We were also able to start a few games earlier than we should due to the covers which were so expertly produced by Paul. They are an exceptional addition to the equipment the club has.

Our outfield was cut by the Parish contractor, Trevor Pharaoh and our thanks go to him for putting in some extra time to prepare that. Through our fundraising and a 'good deal done' by Mr Cook, the club now has its own orange, smoking monster. A fine addition to our old faithful roller!

### **The 2008 Season**

Well what another exceptional season, playing more games, improving individual and team performances and travelling further than a Finchingfield Cricket Club have travelled for many years! The travelling brought about a particular highlight of the year, the tour to Sussex. We had a great weekend, at the end of May, playing 3 games and enjoying the entertainment that a night out in Horsham provides! All thanks to Jeremy Toynbee for arranging a splendid weekend.

The rest of the season saw some excellent matches with good individual batting, bowling and fielding. We have certainly improved from last year and all though we didn't win as many games as we should of, we managed to be unbeaten in the last 3 games. We certainly have continued our mantra of friendly village cricket in a friendly environment.

I must pass on our thanks to all of our supporters during the season. In particular, wives and partners of players, Chris and her team at the Fox and Christine and Hugh for the home teas, the girls that prepared the home teas, and all our other supporters from the village. It is great to play at home and even better to have such excellent support for those games.

### **Junior section**

Following on from a very successful Winter Academy with Saffron Walden Cricket Club, we re-started the junior section on Friday evenings from the beginning of May. We decided to continue having 2 sessions of an hour each, split up into under 11's and over 11's. The sessions continued to work very well, and it certainly helps having a newly graduated Level 2 coach (Damon Knight) and a new Level 1 coach (Lee Ryder). Numbers at both sessions are holding up very well and it is great that we have our first girls in the older sessions.

For the under 11's we again worked on basic technique and followed the elements of the Kwik Cricket Award scheme. For the over 11's we worked on improving technique, working in the nets and trying to introduce them to match cricket with the seniors. We also managed to play 2 games. The under 11's loosing to Elmdon and the older team, with a few under 11's, winning an exceptionally tight game at Sampford.

We have developed links with local schools (Finchingfield and Great Sampford), but realise that we do need to do more to attract youngsters to the club. To this end, we intend to arrange more games and develop our link to Great Sampford's junior section. We also have in place a partnership agreement with focus club Saffron Walden, which has already been beneficial to both clubs.

### **2009 season**

So we now look forward to 2009. In our initial development plan we did suggest that we should look at joining a league in the next couple of years. I feel that the general view at the club is that we should continue playing friendly cricket for the foreseeable future and this is something I support. With this in mind, we need a new development plan for the club and I will encourage the committee to consider this in the very near future.

The following details the action plan for the club in 2009:

1. Issue a new development plan. This will include attracting new members (juniors, seniors, officials and volunteers) to the club, increasing the training (umpiring/scoring) available to all and improving the coaching set up for seniors.
2. Continued involvement in Cricket Force and to work with the Parish council to continue to develop the facilities at the club.

3. Continue the current level of fundraising, and possibly finding a new sponsor. (Our main fundraising will probably be the 'return' game against Saffron Walden in July and the Village fete weekend.)
4. Start home games earlier in the season.
5. 2009 Tour.

In concluding this report I would just like to thank everyone who has helped the club during the last 12 months. It is through the enthusiasm and attitude of all at the club that we are able to grow each year. We still receive tremendous support from all in the village and we are now a very important part of village life.

Damon Knight  
Chairman  
Finchingfield CC

25<sup>th</sup> November 2008

# Finchingfield Cricket Club



## 2008 ANNUAL ACCOUNTS

25<sup>th</sup> November 2008

Simon Baker  
3 Duck End  
Finchingfield

## Balance Sheet

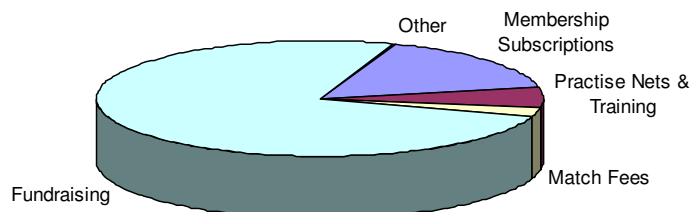
A secure fiscal performance in 2008, building upon the foundation set in our inaugural year. With steady membership levels, the club has raised funds to improve our home ground, spent over £1000 on new equipment and slightly increased the running cash balance to £570.

As at 25<sup>th</sup> November 2008

	2008		2007
	£		£
<b>Fixed Assets</b>			
Equipment	2,150.00		0.00
- Plus: additions during the period	2,600.00		2,150.00
- Less: depreciation for wear & tear	(300.00)		0.00
	<u>4,450.00</u>		<u>2,150.00</u>
		<b>Additions</b> Container: 1840 Kit: 110 Scoreboard: 50 Mower: 600	
<b>Current Assets</b>			
Cash at bank and in hand	570.89		306.67
Stock held (kit)	213.20		257.50
Grants receivable	0.00		1,659.00
Debtors & Prepayments	55.60		656.20
	<u>839.69</u>		<u>2,879.37</u>
		<b>Debtors</b> Miscellaneous kit and fees	
<b>Current Liabilities</b>			
Creditors and accruals	(39.75)		0.00
Grants in Advance	0.00		0.00
	<u>(39.75)</u>		<u>0.00</u>
		<b>Creditors:</b> Miscellaneous overpayment of fees	
Net Current Assets	799.94		2,879.37
<b>Net Assets</b>	<b>5,249.94</b>		<b>5,029.37</b>
<b>Accumulated Funds</b>			
Balance at beginning of the period	5,029.37		0.00
Plus surplus/(less deficit) for period	220.57		5,029.37
	<u>5,249.94</u>		<u>5,029.37</u>
<i>Represented by:</i>			
General Purpose Fund	799.94		1,220.37
Designated Fund	0.00		1,659.00
Capital Fund	4,450.00		2,150.00
	<u>5,249.94</u>		<u>5,029.37</u>

## Income and Expenditure

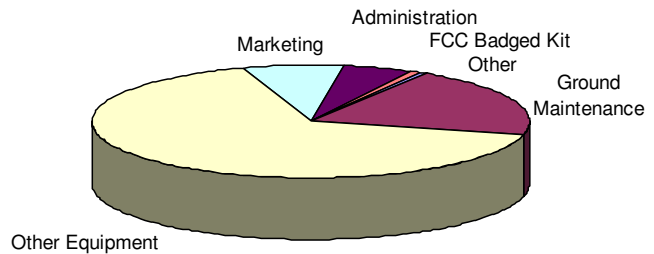
### INCOME



	2008	2007
<u>Membership Subscriptions</u>	880.00	885.00
20 Senior	700.00	
15 Junior	150.00	
3 Social	30.00	
 <u>Practise Nets &amp; Training</u>	 323.05	 (99.10)
Receipts from nets	494.65	
less sports centre fees (£572 prepaid last year)	(171.60)	
 <u>Match Fees</u>	 152.15	 455.50
(£26 overpaid in match fees by various members)		
Match receipts (including tour)	1,608.40	
less fees (lunches, pavilion hire etc.)	(1,456.25)	
 <u>Fundraising</u>	 4,099.70	 3,394.89
CIF Grant for storage container ( <i>budgeted last year</i> )	1,659.00	
Carl Fisher Sponsorship	250.00	
Village Fayre	150.00	
Finchingfield Charity Ball	1,554.35	
Mrs. Craig	250.00	
Mr. & Mrs. Vickers	120.00	
David Vaughan	90.00	
Miscellaneous donations	26.35	
 <u>Other</u>	 17.08	 168.67
Bank Interest	17.08	
 <b>TOTAL</b>	 <b>5,471.98</b>	 <b>4,904.06</b>

## Income and Expenditure

### EXPENDITURE



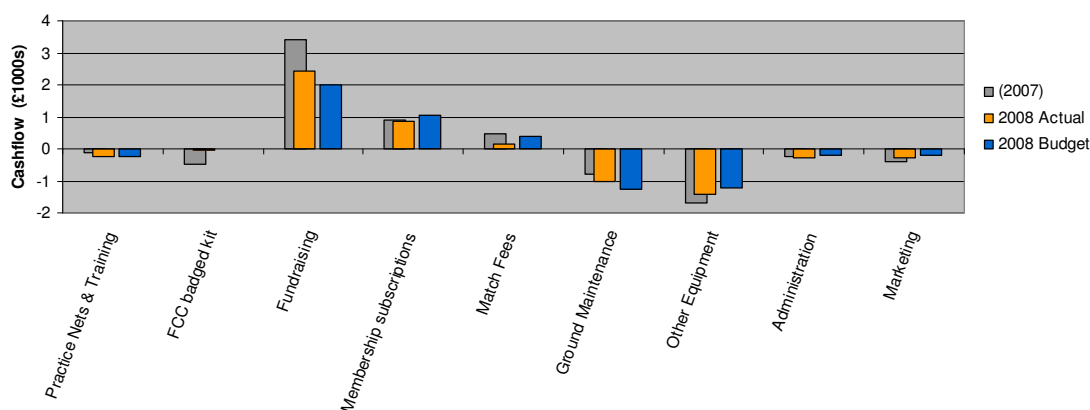
	2008	2007
<u>FCC Badged Kit</u> (£41.85 still owed by various members)	24.54	478.08
Stock purchased	361.54	
Less sales	(337.00)	
<u>Ground Maintenance</u>	1,024.71	798.26
Mower servicing	441.91	
Grass seed and supplies	472.80	
Groundsman Training	110.00	
<u>Other Equipment</u>	3,468.76	1784.78
Storage container ( <i>budgeted last year</i> )	2,068.00	
Outfield mower	856.00	
Club kit	182.74	
Cricket balls	188.13	
Other Equipment	173.89	
<u>Marketing</u>	382.09	381.15
Pre-season buffet	170.00	
Pavilion sign	212.09	
<u>Administration</u>	268.66	231.43
Stationary & Supplies	50.16	
SMS messaging service	47.50	
NECB Affiliation	45.00	
Insurance	126.00	
<u>Other</u>	39.00	
Wisden subscription	39.00	
<b>TOTAL</b>	<b>5,207.76</b>	<b>3,673.70</b>

## Performance against Budget

Performance against budgets set at the beginning of the year has been very good. A smaller than forecast surplus for the year resulted from the sum of small variances in under achieving income streams and overspending on expense items. The committee remain happy with the direction of spending.

Performance against the 2008 budget figures is shown below.

Code	Account	Budget	Actual	Notes	2007
Train	Practice Nets & Training	(250.00)	(248.95)	Aim to break even, but then sponsor training for coaches, umpires, etc.	(99.10)
Kit	FCC badged kit	0.00	(24.54)	Aim was to break even	(478.08)
Funds	Fundraising	2,000.00	2,440.70	£1500 from ball, 250 Carl Fisher, 250 Mrs. Craig, 150 Fayre	3,394.89
Subs	Membership subscriptions	1,075.00	880.00	No increase seen from 2007	885.00
Fees	Match Fees	400.00	152.15	£300 spent on pavillion hire not budgeted	455.00
Maint	Ground Maintenance	(1,255.00)	(1,024.71)	£250 prespend carried into 2009	(798.26)
Equip	Other Equipment	(1,200.00)	(1,400.76)	Includes scoreboard, mower, etc.	(1,679.68)
Admin	Administration	(200.00)	(268.66)	Slight overspend - SMS costs and trophies	(231.43)
Mrkt	Marketing	(200.00)	(276.09)	Overspend - but OK compared to 10% of fundraising	(381.15)
<b>Forecast Surplus for Year</b>		<b>370.00</b>	<b>229.14</b>		



### Notes

- 1) Practise Nets and Training figure reflects the £572 sports centre fees prepaid from 2007 accounts
- 2) Excellent performance in fundraising boosted by £1500 contribution from Finchingfield Charity Ball which unfortunately cannot be repeated in 2009
- 3) Fundraising figures exclude £1659 CIF grant budgeted last year
- 4) Low ground maintenance costs skewed by £250 expenditure carried into next year.
- 5) Other equipment costs exclude £2068 for container budgeted last year
- 6) Marketing costs exclude half cost of pavilion sign (£106) which was recovered from Parish Council.

## 2009 Budget

A budget has been set for the next financial year and is offered for approval at the club's annual general meeting. It is proposed to maintain the same code of accounts going into next year.

### 2008/9 Code of Accounts

Code	Account	Receipts	Payments
<b>Train</b>	Practice Nets & Training	✓	✓
<b>Kit</b>	FCC badged kit	✓	✓
<b>Funds</b>	Fundraising	✓	✓
<b>Subs</b>	Membership subscriptions	✓	
<b>Fees</b>	Match Fees	✓	✓
<b>Maint</b>	Ground Maintenance		✓
<b>Equip</b>	Other Equipment		✓
<b>Admin</b>	Administration		✓
<b>Mrkt</b>	Marketing		✓
<b>Other</b>	Miscellaneous	✓	✓

Committee members have contributed to the budgeting process within their own areas of responsibility, reference has been made to the performance in the past financial year. The net figures budgeted for each code are laid out below. Plain figures represent a surplus, figures in parenthesis a deficit.

### 2009 Budget

Code	Account	Budget	Notes	2008
<b>Train</b>	Practice Nets & Training	(100.00)	Aim to break even, but with some allowance for coaching courses	(250.00)
<b>Kit</b>	FCC badged kit	0.00	Sell all kit at cost	0.00
<b>Funds</b>	Fundraising	1,250.00	Economic climate might make for a difficult fundraising year	2,000.00
<b>Subs</b>	Membership subscriptions	900.00	Membership fees held at 2006 levels	1,075.00
<b>Fees</b>	Match Fees	200.00	Small increase in fees realised through closer management	400.00
<b>Maint</b>	Ground Maintenance	(1,500.00)	£250 pre-spend carried into 2009	(1,255.00)
<b>Equip</b>	Other Equipment	(500.00)		(1,200.00)
<b>Admin</b>	Administration	(250.00)	Fixed costs	(200.00)
<b>Mrkt</b>	Marketing	(200.00)	Budgeted to facilitate drive at maintaining or improving membership levels	(200.00)

Forecast Surplus/Deficit for Year (200.00)

## One Game – Code of Conduct

- Respect the rights, dignity and worth of every person within the context of Cricket
- Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief
- Not condone, or allow to go unchallenged, any form of discrimination if witnessed
- Display high standards of behaviour
- Promote the positive aspects of Cricket e.g. fair play
- Encourage all participants to learn the Laws and rules and play within them, respecting the decisions of match officials
- Actively discourage unfair play, rule violations and arguing with match officials
- Recognise good performance not just match results
- Place the well-being and safety of Young People above the development of performance
- Ensure that activities are appropriate for the age, maturity, experience and ability of the individual
- Respect Young People's opinions when making decisions about their participation in Cricket

## Annual awards criteria

**Craig Cup for Players' Player:** by majority vote of paid up members, one vote per member, Chair has casting vote in case of tie.

**Chair's Cup for Clubmember of the Year:** Chair's decision.

**Treasurer's Cup for Most Improved Player:** Treasurer's decision with input as requested from Captain and coaches.

**Champagne Moments:** selected from a shortlist, nominated by paid up members, by the Committee (or by any other methods selected by the Committee).

**Best Bowler:** bowler with lowest average (runs conceded divided by wickets taken) at the end of the season as recorded in official club averages generated from the scorebook. Minimum requirement for consideration 20 overs bowled.

**Best Batsman:** batsman with highest average (total runs scored divided by number of dismissals) at the end of the season as recorded in official club averages generated from the scorebook. Minimum requirement for consideration 5 innings.

**Other minor awards:** number of and requirements for as decided on an annual basis by the Committee.