



ENGLISH LACROSSE ASSOCIATION Ltd.

Minutes of the English Lacrosse Association Annual General Meeting held on Sunday 11th October 2020, through TEAMS.

Present: Hannah Bowe (HB) Chair, Mark Coups (MC) CEO, John Neal (JN), Hamish McInnes (HM), Jane McCarthy (JM), Susan Gordon (SG), Gavin Devine (GD), Ross Irving (RI) Borders LC, Jeremy Pigeon (JPn) Newcastle-Upon-Tyne LC, Lauren Davey (LD) Haileybury School, Clive Perrin (CP) Wilmslow LC, Sophia Lewis (SLs) Cambridge University LC, Elizabeth Mawston (EM) St. Albans High School, Rob Collinge (RC) Centurion's, Rick Summers (RS) Brooklands LC, Charlie Ridings (CR) Huddersfield LC, Annabel Campbell (AC) Oxford City LC, Richard Gartside (RG) Ex-Officio and Rochdale LC, Sue Livock (SL) President, Sallie Barker (SB) British Lacrosse and World Lacrosse, Neil Edgar (NE) Ex-Officio, Jane Powell (JP) Ex-Officio, Paul Coups (PC) Ex-Officio, Abi Merrill (AM) Ex-Officio.

Section 1 Business matters

1. Apologies for Absence

Michael Estill (ME), Chrissie Owens (CO), Nikki De Kretser (NK), Prashant Jobanputra (JP), Mike Evans (MEs) Sheffield LC, Kate Nelson Lee (KNL) St. Swithuns' School.

2. Chairs Opening Remarks

The Chair opened the meeting at 12.03 pm, thanking all for their attendance. HB highlighted the use of the TEAMS to enable the AGM to proceed in the current health crisis and that format is in line with government guidelines to support AGM processes. HB outlined that there are more attendees than in previous years and as it potentially provides a platform for wider engagement there will be a review of its use for future AGM's.

HB summarised the protocols for using TEAMS and how to table questions, identifying that voting had been taken ahead of the meeting using the secure system.

HB thanked JN for his tenure as Chair and his mentorship since taking over as Chair of EL.

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HB highlighted the successes over the last 12 months set out in the EL Annual Report 2019-20 making specific reference to the numbers now regularly participating and the medals achieved at European level, however HB also raised the disappointment of cancelling numerous events and competitions since March due to COVID-19.

HB wished to thank Sallie Barker and Ben Jessup for their time and commitment as EL board members. HB made specific reference to Sallie Barker for her many years on the EL Board, Chair of the Women's Playing Committee, Chair of the Women's World Cup 2017 Organising Committee and Chair of the National Lacrosse Committee and wished her well in her new roles with World Lacrosse and GB Lacrosse.

HB outlined that it was unusual to reference the future at an AGM, however 2020-21 will be a challenge for everyone. HB outlined that Sport England have been and are continuing to be very supportive of EL (and all NGB's) demonstrating leadership and flexibility. HB highlighted that to overcome these challenges everyone will need to show unity and flexibility.

HB thanked all who are part of lacrosse who enabled the sport progress last year and who are making a difference in these difficult times.

3. Minutes of the Last Meeting

The Minutes of the AGM 6th October 2019 were approved as a true record.

4. Matters Arising

There were no matters arising.

5. ELA Audited Accounts 2019-20 and Letter of Representation 2019 - 20

HB invited NE to provide the AGM with a summary of EL financial activity for 2019-20 period. NE reviewed the accounts, and the commentary will be available as an

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addendum to these minutes. NE thanked all the staff, volunteers and FARC for their time and highlighted the need for continued tight fiscal controls in the coming period. NE also highlighted the communication sent out in relation to membership levies (frozen at 2019-20 levels) and outlined that these would need to be adjusted moving forward.

The Audited Accounts of ELA Ltd. and Letter of Representation 2019-20 were proposed by Hamish McInnes and seconded by Hannah Bowe (prior to the opening of the electronic vote).

The Audited Accounts of ELA Ltd. and Letter of Representation 2019-20 were unanimously approved by the AGM.

6. Appointment of Auditors

The AGM approved to retain Beever and Struthers as auditors for ELA Ltd. for 1st April 2020 to 31st March 2021, 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 2019-20

HB invited MC to provide a review of the ELA Annual Report 2019-20.

MC highlighted the successes of the 2019-20 year, making specific reference to University Lacrosse Officer (ULO) programme and its influence in supporting participation expansion. MC reiterated the strong fiscal position outlined by NE and how this had enabled EL to meet the challenges presented to the organisation since March.

MC summarised the positive view of lacrosse by external bodies, commenting that all should be congratulated on the unity and positivity demonstrated.

MC reiterated HB's comments on the difficulties that the coming period will entail, outlining that the current work by volunteers to ensure lacrosse is being played in the community is highly valued by all.

MC thanked all for their continuing work and we should all welcome the opening up of more playing opportunities as and when they present themselves.

MC tabled the ELA Annual report 2019-20 to the AGM and invited questions. The

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AGM had no questions on the report.

The Annual report was proposed by Nikki De Kretser and seconded by Mark Coups (prior to the opening of the electronic vote).

The AGM unanimously approved the ELA Annual Report 2019-20.

8. Articles and Bye Laws Amendments 2019

HB tabled the amendments to the Bye Laws to the AGM for discussion. There were no questions in relation to the proposals.

Amendments to the Bye Laws were taken on-bloc, proposed by Hamish McInnes and seconded by Nikki De Kretser (prior to the opening of the electronic vote).

The AGM unanimously approved the amendments.

9. Appointment of Directors

HB outlined the appointment of Susan Gordon to the ELA Board as an Independent Director.

HB tabled the appointment of Jane McCarthy as an Elected Director, proposed by Milton Keynes and seconded by Bath (prior to the opening of the electronic vote).

The AGM unanimously elected Jane McCarthy to the ELA Board.

The AGM was formally concluded at 12.34 pm.

There followed a question and answer session from the floor to the Chair and CEO through AM as meeting moderator.

RS tabled the following questions.

Firstly RS enquired as to refunds for ticket sales in relation to the cancelled Japan test series and if these appear in the 2019-20 accounts. NE outlined that all ticket

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sales will be refunded and as the series was due to take place in the tax year 2020-21 all information relating to that series will appear in next years accounts.

Secondly RS enquired as to the scheduling of National squad training prior to Saturday club fixtures and the scheduling of girls talent training over the 2 week half term. RS was concerned as to reason for the first and the lack of club consultation in relation to the second, both instances presenting issues for clubs and players alike. MC outlined that these would be addressed by JP directly with RS after the meeting.

HB concluded the meeting with best wishes to everyone and thanks to the Chair.

The meeting was concluded at 12.45 pm.

Date of next ELA AGM Sunday 10th October 2021

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English Lacrosse Association
AGM 11th October 2020
Annual Accounts Commentary

Opening remarks

England Lacrosse financial management continues to maintain the strong position we have attained over the last few years as a not for profit, national governing body. Once again, we experienced another 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 teamwork shown from all the staff and key volunteers continues to ensure we meet this challenge and is evidenced by another extremely positive sign-off meeting we conducted with our Auditors at the end of the financial year.

I would especially like to draw your attention to the progress made in the areas of Triple Arrow Camps (TAC) and our talent system both in terms of numbers participating and therefore to the increase in turnover in these two areas. Individual Registration (IR) continues to maintain the strong levels of re-engagement we have achieved each year since its inception and it is recognised that this provides essential resource for the development of the sport.

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. All of the work we have done in the last few years to understand our business came to fruition at the end of this financial year.

The biggest challenge to our finances and the actual existence of the organisation manifested itself, as it did countrywide, in the last week of March, when COVID-19 hit and started to have a major impact on society in the UK. We immediately realised that it would have a massive impact on some of our major surplus generators. We reacted very quickly and were one of the first NGBs to approach

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Sport England with financial concerns. Due to our robust financial processes highlighted above we were able to demonstrate, in detail, the substantial financial impact that COVID-19 was going to have on Lacrosse as a sport and as a governing body. Sport England directed us to an emergency fund and we were successful with an application and were granted £354K for immediate use to support our sport. Sport England, also, aided all NGBs with cashflow by paying 6 months of the 2020/21 year's grant in April. We received the second 6 month's grant in another payment in September. We were entering the final year of our Sport England grant in 20/21 which Sport England realised would raise major concerns with all NGBs to demonstrate that they were "going concerns" in the Covid 19 crisis and to alleviate these concerns they have rolled forward the grant into a "year 5" at the same levels as this current 20/21 financial year.

I am pleased to report to the members that with the assistance from Sport England we are a going concern. Without the assistance from Sport England then the situation would have been much less optimistic.

Noting the above I would now like to detail some of the key financial points contained in the 2019/20 accounts and I would remind members that the pandemic only affected the last couple of weeks of the financial year I am going to detail.

Turnover

Total income was slightly higher than the previous year at £1.86m (2020) compared to £1.78m. The key points to note about the turnover were:

Sport England Grant – we received a core grant of £674k which is the same as the previous year. This year we recovered £15k grant that was deferred from the previous year. In the following year we received £31k emergency Sport England grant that related to activities which were forced to be cancelled at the end of the year.

Participation – income was up from £232k last year compared to £260k this year. This was due to increases in income from Triple Arrow Camps.

Performance – income was lower than the previous year at £645k compared to £675 last year. There were no specific reasons for this. Talent maintained strong figures across the year which is a consistent trend.

Membership Fees

This year we received £7k more than the prior year and this was due to planned increased affiliation fees.

Individual Registration

This year IR contributed £134k in income for the year, an increase of £6k, again due to planned increases in fees.

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Cost of Sales

Cost of Sales in total are similar to last year. However, there was an increase in Participation as the costs of our Events portfolio increased due to an increase in the number of Events.

Overheads

In total, overheads have increased from £0.8m to £0.9m and this is due to the following factors;

Staff salaries and NI increased by £48k from the previous year. In the prior year we recharged £37k of Staff costs to Lacrosse 2017 Ltd.

Staff expenses have increased by £8k from last year. This was due to the increase in the staff activity especially in support for our Performance teams.

IT costs have decreased by £4k from the previous year. This reflects the work carried out to bring website maintenance under our own control.

Advertising and marketing has decreased by £10k from the previous year. This was due to reductions in spend on Promotional Resources and Branding but an increase in Streaming of Events.

Legal costs were £57k higher than the previous year. This increase was driven by legal work related to a safeguarding case the NGB has been managing with a range of partners. There are more major Legal costs to be incurred in the current financial year in relation to this issue.

Irrecoverable VAT is £19k higher than the previous year. £13k of this relates to the legal work mentioned above.

The Provision for Doubtful Debts remained at the same level as the prior year which meant a £30k reduction on the charge to the income statement this year.

An increase in spend of Fixed Assets drove an increase of £5k in the associated depreciation in comparison to the previous year.

Balance Sheet

The main difference to the balance sheet from last year was the effect of various foreign Performance tours due to take place at the beginning of the new financial year.

Summary

In summary, due to sound fiscal management another small surplus was made by the organisation.

The Balance Sheet remains positive as another annual surplus was achieved 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 16 staff working alongside key volunteers and my thanks go to all of them in achieving the above set of results.

However, we are still in the grip of the pandemic and the financial impact it will have is unknown as we move forward, mainly.

We must remain on a state of alert, financially, to react quickly as the situation changes. It is essential that we maintain tight fiscal controls of expenditure whilst ensuring that the resourcing is available for the sport to take place when possible and enter a recovery period when able.

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