



ENGLISH LACROSSE ASSOCIATION Ltd.

Minutes of the English Lacrosse Association Annual General Meeting held on Sunday 7th October 2018, Hilton, Warwick, CV34 6RE.

Present: John Neal (JN) Chair, Mark Coups (MC) CEO, Ben Jessup (BJ), Gavin Devine (GD), Nikki De Krester (NK), Sallie Barker (SB), Michael Estill (ME), Neil Edgar (NE) Finance, Jane Powell (JPo) Ex-Officio, Caroline Royle (CR) Ex-Officio, Paul Coups (PC) Ex-Officio, Rob Collinge (RC) Centurians, David Marsden (DM) Brooklands.

Section 1 Business matters

1. Apologies for Absence

Hannah Bowe (HB), Chrissie Owens (CO), Sue Livock (SL), Hamish McInnes (HM), Prashant Jobanputra (JP), Rick Summers (RS), David Bruce Morris (DBM).

2. Chairs Opening Remarks

JN opened the meeting at 12.11 pm, thanking all for their attendance. JN highlighted that this was his second year as Chair and will be stepping down at the next AGM. JN outlined that it had been a very busy year, with the highlight of England hosting a successful Women's World Cup and winning Bronze. These achievements were delivered alongside successful negotiations for public investment from Sport England, and demonstrated the huge amount of time, effort and expertise through staff and volunteers alike. JN summarised, that although disappointing, EL had successfully withdrawn from hosting the Men's World Championships 2018 and that Enterprise Lacrosse can now be closed as a company.

JN thanked the board for all its work, wishing those board members departing (Melanie Steel and Jon Stainer) all the best for the future and welcomed the two new appointed board members, Chrissie Owens and Gavin Devine to the AGM.

JN concluded that EL had been successful in its work programme during the year in a difficult climate for sport, and this was accomplished with a smaller staffing structure than in previous years staff. JN added that all should look forward to another successful year for lacrosse with the board and staff a focusing on developing the business and profile of the sport. JN highlighted that whilst we need to develop the profile and commercial aspects of the sport, this is in order the support the wider sustainability of game and should be led by the ambition to become the leading women's sport in the country. This ambition would be the focus of his final year as chair.

3. Minutes of the Last Meeting

Minutes of the AGM 1st October 2017 were approved as a true record.

4. Matters Arising

MC outlined a request he had received from RS in relation to the withdrawal from hosting the Men's WC2018. RS has requested a detailed financial report of the withdrawal.

The meeting agreed that the information provided by NE through the finance report would be made available but not a detailed financial report.

5. ELA Audited Accounts 2017-18

English Lacrosse Association Ltd.

www.englishlacrosse.co.uk | Floor 2 Wenlock Way Offices, Wenlock Way, Manchester, M12 5DH | 0843 658 5006 | info@englishlacrosse.co.uk

Registered Company No. 3476816



NE presented the ELA Audited Accounts and Letter of Representation 2017-18 to the AGM. NE provided a commentary of the accounts (see Annual Accounts Commentary 2018 at end of minutes).

It was highlighted that the accounts and letter of representation had been signed off by the board.. JN expressed his thanks to NE and FARC for their work over the past 12 months.

The AGM approved the ELA Annual Accounts 2017-18.

6. ELA Annual Report 2017-18

JN tabled the ELA Annual report 2017-18 to the AGM and invited questions. The AGM had no questions on the report.

MC outlined that this was the 3rd year of providing an annual report using this format. All feedback is welcomed and improves the information provided.

JN thanked those who had contributed and produced the document.

The AGM approved the ELA Annual Report 2017-18.

7. Election of Board Members

JN reviewed the recruitment process that the ELA Governance Group had undertaken. MC outlined that two new Elected Directors had been proposed for election at this AGM for a 3-year term.

- Michael Estill proposed Epsom and seconded Hampstead.
- Nikki De Krester proposed Bath and seconded Guildford.

Both nominees were unanimously elected to the ELA board.

8. Articles and Bye Laws Amendments 2018

MC summarised the proposed amendments to the Articles and Bye Laws that had been circulated the membership. MC outlined that no correspondence had been received in relation to the proposed amendments. The amendments to the Articles and Bye Laws were taken separately for AGM approval.

JN highlighted the articles would need addressing at the next AGM, with a focus on Article 43.

The AGM undertook a broad discussion around the timeframe for submission of a written resolution. A "straw poll" by the AGM agreed that a timeframe of 7 days should be considered in relation to the Article and the submission of written resolution prior to the AGM enabling effective communication to the membership.

Amendments to the Articles were taken on-bloc, proposed by JN seconded by SB, the AGM approved the amendments.

Amendments to the Bye Laws were taken on-bloc, proposed by JN seconded by GD, the AGM approved the amendments.

The AGM was formally concluded at 12.44pm.

There was an informal discussion post meeting regarding the Lacrosse Foundation. RC reviewed the charity and provided the meeting with an update on its work.

Date of next ELA AGM Sunday 6th October 2019

English Lacrosse Association

AGM 7th October 2018

Annual Accounts Commentary

Opening remarks

English Lacrosse had one of the busiest financial years with regards to the resource required to operate at a consistently high standard and the detailed control of cash and I am delighted to inform you that we have successfully met the considerable challenge this posed.

During the year we negotiated closure on all the outstanding contracts related to the aborted 2018 Men's World Championship scheduled for Manchester with the total cost of withdrawal being £225k attributable in a 5-year timeframe.

At the same time as this, and whilst controlling the finances of the Core organisation, the finance department had to administer the bookkeeping and accounts for Lacrosse 2017 Ltd, the company set up to control the administration of the Women's World Cup 2017 in Guildford. The figures for Lacrosse 2017 have not been finalised with the Auditors at this point but will be included in next year's financial accounts and I am pleased to report that the figures indicate that the event has achieved a positive result financially.

The organisations core business has been tightly managed with the financial team seeking to build on the robust work done in the previous 12 months. That being said the outturn of the annual accounts for 2017/18, as last year, show a deficit of £28k. However, again, this is a result of writing off the accumulated debt from Enterprise Lacrosse Ltd. This was £89k during this period. Therefore, when taking this figure into consideration the core organisation position was to realise a surplus of £61k for the period and this is an improvement on last year.

This position was achieved by further consolidation of successes from the previous year; Each of the key areas contributed to the £61k but I would like to highlight Triple Arrow camps, Individual Registration (IR) and our talent system as performing well.

Once again, my sincere thanks go to the Senior Management Team at the ELA but more importantly 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. 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 2017/18 accounts.

Turnover

Total income was lower than the previous year at £1.4m (2018) compared to £2.0m. The key points to note about the turnover were:

Sport England Grant – we entered the first year of a new 4 year grant, which is lower than we previously received, at £674k compared to £856k for 2016/17 The grant figure was known prior to the start of the financial year and budget planning took the figure into consideration.

Participation –Income was down from £277k last year compared to £221k this year. This was largely due to our National Schools event this year being hit by "the beast from the East". We had to rearrange/cancel a significant part of the event which resulted in a fall in income across all areas.

Performance – income was down £289k on the previous year due to the absence of foreign tours taking place in the year but as previously mentioned Talent maintained strong figures across the year.

Membership Fees

This year we received only Membership Fees compared to last year when we recognised League Fees in addition to Membership Fees relating to the period up to August 2016. The Board intends to increase fees going forward by at least the level of inflation.

Individual Registration

The second year of IR contributed £116k in income for the year, an increase of £5k. Board intends to increase fees going forward by at least the level of inflation.

Cost of Sales

Cost of Sales are similar to last year in all areas or have moved in line with income changes as identified above. After all that being noted, the Gross Surplus has increased from 52% last year to 56%.

Overheads

In total, overheads have decreased from £1.0m to £0.75m (excluding Enterprise Lacrosse Ltd debt write off) and this is due to the following factors;

Staff salaries and NI were reduced by £118k from the previous year. We made redundancies at the end of the 2017 Financial Year therefore reducing our head count for 2017/18.

We also made the following adjustments

An accrual in our balance sheet to cover potential rent was released netting £17k.

Staff expenses have been reduced by £24k.

Depreciation fell, year on year, by £11k.

Bank charges decreased by £18k.

The Provision for Doubtful Debts at £29k has decreased by £15k from last year.

Balance Sheet

The main differences to the balance sheet from last year were the effects that various tours, taking place soon after the current year end had on Prepayments and Creditors as at the current period year end.

Enterprise Lacrosse Ltd

ELA took the decision with the auditors to write off the Enterprise Lacrosse Ltd debt on the English Lacrosse balance sheet of £89k in this year's accounts. This debt has been generated over the last 12 months and is totally attributable to our attempt to host the 2018 Men's World Championship. This ends activity for Enterprise Lacrosse Ltd and it is to be closed as a company.

Summary

In summary, everything related to the aborted attempt to host 2018 Men's World Championships has been accounted for through Enterprise Lacrosse Ltd and these debts have been written off by the ELA.

The Balance Sheet remains positive and has not undermined the ELA position.

Another annual surplus, greater than the previous year, was achieved by the core organisation.

Whilst completing the above, the organisation ran and accounted for a very successful Women's World Cup in Guildford. This doubled the workload on the Finance function and put a tremendous strain on our cashflow planning which we managed successfully on both counts.

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

All the above has been achieved by a much smaller workforce than in recent years and my thanks go to all the staff and volunteers who have assisted us in achieving the above set of results.

