



North Shields Polytechnic Club
Athletics club based in Whitley Bay

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TRUSTEES' ANNUAL REPORT
September 2022

**NORTH SHIELDS POLYTECHNIC CLUB CIO
TRUSTEES' ANNUAL REPORT**

September 2022

**CHARITY NUMBER
1175041**



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Intro

Due to Covid-19 we were unable to hold our AGM in 2020 and 2021. This year our trustees have arranged the AGM for this year on 14th September 2022 and to share information with our members digitally via this report and invite any questions via email to trustees@nspoly.org.

The trustees are pleased to present their Annual Report together with the financial statements of the Charity for 12-month period to March 2022 which are also prepared to meet the requirements of a Chair's report and accounts for the Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and, Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard's applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).



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Chair's Report

As the club has returned to normal after the COVID Pandemic, it has become clear that the impressive work and dedication of all our volunteers has meant the club has returned stronger than ever. I'm sure many will agree that the club that entered the pandemic is in a much-improved place here in September 2022.

All our sports and activities continue to increase in popularity and our fantastic Poly team work hard to include as many people as possible and that is testament to the absolute dedication our team have.

Our facilities have been massively improved, this year has seen the refurbishment of the clubhouse. This was long overdue and involved extensive planning by the team who carried this out. We look forward to many years of its use and being able to keep warm whilst viewing the track in the winter months!

Our drive to become more efficient benefits us all, from our much-improved communication mediums to our now, two years old, online membership management system. We strive to change but also to remember our roots and values. Anything we can do to take the strain from our volunteers is up for discussion, if you have ideas, please do share them with us at trustees@nspoly.org.

The COVID-19 pandemic truly highlighted the huge benefit the club brings to its members, volunteers and supporters. The full-on return of the club's community has been fantastic to see and the feedback we receive is on another scale. And again, I reiterate that our members and volunteers all reflect that desire to achieve, respect and enjoy the sport and benefit from the social interactions which inevitably we all partake in.

I would like to give my heartfelt thanks to all the coaches, assistant coaches and volunteers that have worked so hard to react, adapt, include and most of all retain that fantastic motivation. Well done to all; you make us the best club in the world, of that I have no doubt.

Where now... The community track, managed by North Tyneside Council, has been closed, refurbished, and has been opened, our next project is to develop a plan around the floodlights. However, what sounds an easy prospect, certainly is not. We don't give up on these things easily, so we will explore every avenue until we reach a solution for all parties.

Finally, I would like to reiterate that this club is about inclusion. Whatever background, however talented, whichever discipline, whomever you are...the club has a place for you. Our team certainly embrace this and for that we must all be very proud.

Thank you for all your support

John Sutcliffe

John Sutcliffe

Chair of Trustees

Trustees@nspoly.org



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Trustees

Normally at our AGM we would ask our members to approve the Minutes of the Previous Meeting and the appointment of new trustees. We are delighted to confirm that the board have agreed the appointment of new trustees during the period 2021/22. They are:

Nicola Short
Helen Otterson
Lourdes Olmo Bradley
Tom Penfold
Steven Colby

We have said goodbye to the following in this period:

Helen Otterson – Helen has decided to concentrate on the Junior Tri Section, and will continue to feed into the trustees on regular occasions.

Amanda Hall – Amanda has worked on the board since inception and before the CIO. Mainly as Treasurer ensuring our finances were in great shape.

Natasha Newson – Natasha work hard to secure significant extra funding for the club and despite leaving the board will continue to do so.

Bruce Robertson – Bruce led our coaching trustee role and provided an invaluable link between groups.

Thank you to all, your immense work has been greatly appreciated.

Our remaining trustees that will stand to be re-elected to stay in their positions are:

Patrick Houghton – Charity Secretary
Ben Willcox – Treasurer
Graham Lewis-Dale – Membership and Retail
Greg Penn – Track Manager
Simon Jamison – Events
Nicola Short – Monkey Runners & General
Lourdes Olmo Bradley – Track & Field & General
Steven Colby – Clubhouse and Facilities
Tom Penfold – Coaching

At this AGM the following board members will step down:

John Sutcliffe (Chair)

We are always looking to enhance our Trustee Board in terms of diversity and expertise. If you feel you are able to give something back and excel in this challenging role, please contact one of the trustees to discuss further. We would love to hear from you.



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Life Membership

Life Membership has been a long tradition of the club and a list of all those members is available on the club website.

This year it is awarded to Norman De Bruin.

Norman has been an active club member since 1989 and has represented North Shields Poly countless times over the years at numerous events and distances, he's raced in relays, at track meets, road races and cross country and has always been a formidable competitor.

Over the last few years injuries and a recent health concern has meant he hasn't been around as much as he once was and won't be racing for us quite as much as he has in the past, but he is Poly through and through and still a very big part of this club.

We have vowed to reinvent this award and modernise it to make it work within the ever growing and huge level of club volunteers.

If you have any ideas that you would like us to consider, please email us at trustees@nspoly.org and we will endeavour to release our ideas soon.



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Member Achievements

The past year has seen a number of high-profile achievements from athletes across all sections of the club. This includes athletes achieving international honours and winning medals at national, regional and county competitions. On the track over 15 club records were broken during the 2022 track season. Stories of many of these achievements are on website and social media pages.

On the track the club hosted the first of Poly PB Open, which was attended by over 200 athletes from clubs across the north east and over 130 personal bests were achieved during the meeting. In addition, we held a successful prize and presentation evening in September 2021, where over 100 individual awards were given out, with an addition of 54 coaches awards.

These accolades have been achieved through the hard work and commitment of both our athletes and excellent coaches and as a club we hope to support them so that athletic achievements will continue well into 2023 and beyond.

Stories of many achievements are on our website and Facebook pages. We are keen to celebrate these achievements, and subject to Covid-19 restrictions, we are hoping to hold a Prize and Presentation Night in November 2022.

We are sure our athletic achievements and accolades will continue throughout 2022 and beyond!



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Financial Report

The March 2022 Year End Accounts are currently being finalised and will be uploaded to Charity Commission website within the next few days. We would encourage all of our members to have a look at the financial information, available via the Charity Commission website: <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5099089> and if you have any questions or comments please don't hesitate to contact us.

Year End March 2022

These accounts report a net deficit for the year of £29,812 following receipts of £70,195 and expenses of £100,007.

Income was generated from a number of sources, with subscriptions, race entries, hire of facilities, and clothing sales being the primary routes. Income was reduced in both the current and prior year as a result of a decision taken by the Trustees to reduce subscription fees by 25% to assist members during the pandemic. Additional income was lost due to the cancellation of two of the club's major events – the Clive Cookson 10k and Xmas Pudding Run.

The Trustees took the decision during the year to invest in a major refurbishment of the clubhouse and gym, for the benefit of all members. By the year end costs of £19,760 had been incurred on this refurbishment. The Club also purchased new equipment costing £7,528 during the year, including track and field equipment and a new public address system. Other costs include the maintenance of the clubhouse and associated supplies, licencing fees, race costs and utilities.

Overall, the club finished the year in sound financial health with overall cash reserves of £71,007.

	March 2022	March 2021
Receipts	£70,195	£39,418
Payments	£100,007	£31,542
Net Surplus/(deficit)	(£29,409)	£7,876
Reserves	£71,007	£100,819

Ben Willcox
Treasurer



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Coaching

The past year has seen a number of high-profile achievements from athletes across all sections of the club. This includes athletes achieving international honours and winning medals at national, regional and county competitions. On the track over 15 club records were broken during the 2022 track season. Stories of many of these achievements are on website and social media pages.

These accolades have been achieved through the hard work and commitment of both our athletes and excellent coaches and as a club we hope to support them so that athletic achievements will continue well into 2023 and beyond.

Support includes funding to attend training courses and reimbursement of travel expenses for coaches to attend competition. We wish to ensure that all coaches are supported so that they and the members they support can achieve their athletics objectives.





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Clubhouse Review

During the last year, the clubhouse has undertaken an extensive refurbishment. The purpose of this was to create a larger gym and open planned area, suitable for North Shields Polytechnic Members and 3rd party rental space.

We also took the opportunity to remove the unused shower facilities and hot water tank which fed these. A survey which was distributed to all existing members indicated that these facilities were not used sufficiently, therefore the cost to maintain the showers has been removed.

The burglar alarm that caused continuous false alarms to local Key Holders has been renewed with a remote CCTV system, which can be controlled remotely and satisfies our insurance company.

The internal door between the kitchen and shop was blocked up. This is to provide security to stock/items belonging to North Shields Polytechnic should a 3rd party wish to hire the clubhouse with kitchen facilities (I.e track meetings).

A window was provided to the front elevation to provide natural light within the building. The opening, as well as the equipment cupboard has benefitted from new steel shutters.

Although we view the overall works as a success, we do accept that the timescale of the works from our builder Titan Construction overran considerably. This was due to several reasons within the construction industry which effected both labour and material availability.

The cleaners have been instructed to recommence visiting the clubhouse once a week, to ensure the facility is kept in good condition.

Ongoing compliance checks have also been undertaken this year including:



- Annual gas boilers servicing
- Annual fire extinguisher servicing
- Six-monthly fire alarm test

Although the clubhouse is now open for use there remains some outstanding work, which include: Improvements of pipework, larger wash hand basins and combi boiler compliance upgrades – booked in for mid-September.

- Mirrors to be supplied and fit within the gym area
- New trophy cabinet – booked in for mid-September
- Review of items that were temporarily stored in loft.
- Clear any items that were stored in the containers.



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We hope to conclude this work before the end of the 2022 with the assistance of volunteers.

Unfortunately, we continue to see blockages to the clubhouse drainage. The drains have been CCTV surveyed with no defects note. The feedback that has been received was that wipes have been found within the system. We will continue to spread awareness by erecting signs, as necessary.

Gym Review

Following the clubhouse refurbishment and consultation with North Shields Polytechnic coaches it was decided to replace most of the old gym equipment with state-of-the-art new equipment.

The purpose of the Gym is to be used in conjunction with qualified North Shields Polytechnic Coaches and 3rd Party bookings. During the initial 3 months since reopening the gym, it has proved to be extremely popular.

The new equipment within the gym include:

- Squat rack
- Step up boxes
- Weights benches
- Free Weights
- Medicine balls
- Exercise mats
- Weighted sled
- Battle rope
- Foam rollers
- Exercise bike
- Strength bands

This has been supplemented with:

- heavy duty flooring,
- speakers to connect music
- TV for advertising.

I'd like to thank Simon Jamison for arranging the delivery and building of all the gym equipment.

It is a facility that we can all be proud of.

Steve Colby, Clubhouse Manager



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Track Report

The track is now fully re-opened and the refurbishments carried out by North Tyneside Council have been completed. This includes achieving Track Mark national accreditation standards for the track all of its facilities. A new throws cage has been installed for throwing disciplines, and a new external fence and security gates have been fitted to secure the site.

The Track and Field facilities are fully completed both for training and competition and a number of events have taken place.

The Council has also invested in new Track and Field equipment for competition including new javelins, shot puts, hammers and hurdles. These have been placed in the containers near the Council track entrance with a reorganisation of the storage facilitates to create more space for both Council and Poly equipment.

Whilst the Council has invested in the new facilities, in 2020 Poly have also taken on new responsibilities as part of our licence agreement, with the aim maintaining the track to the high standards which have been achieved. These responsibilities include grass cutting and keeping the track in good condition. All members are reminded to help in this task by removing any waste and litter you see around the site or clubhouse, and by using all equipment with care and consideration.

Apart from the Poly's exclusive use of the track (on Tuesday and Thursday evenings, and Sunday mornings), members of the public, as well as Poly athletes may continue to book a free hour session on the track, using the North Tyneside Council booking system (Clubspark) outside of those times.

In addition to Poly and public use, a number of third party clubs also have access to the Track and Field facilities. These are mainly local running clubs who book non-exclusive sessions on other evenings and weekends. Under the Poly's license arrangements with the Council, these bookings are made via the Poly, through the Clubhouse Manager. The income generated by the Poly from these third party bookings also helps to pay part of the costs mentioned above to maintain the track and facilitates in good condition. And by sharing the track with other clubs, athletes and members of the public, the aims and objectives of both the Council and the Poly are achieved. Namely, to provide a community facility that is accessible to all.

Ongoing Works

Although the Track and Field facilities are now open and fully refurbished, the need for renewed floodlighting has not gone away and the team are working on finding a solution to this.

Greg Penn, Track Manager



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North Shields Poly Events

To start the summary of a full year of Poly events its important first to take this opportunity to extend a massive thank you to John Brettell, John has for several years been our Events Director and this year has decided to step back from this role, he will of course still be around but it's safe to say he has been invaluable in this role for several years and will be sorely missed. Events at the Poly are wide ranging and now include a Trail Run, Road Race, Track Meet, an Aquathlon, a Fun Run and events for all age groups. Our events start with the North Tyneside Trail Run in January and end with the Pudding Run on Boxing Day. We also have a number of people working behind the scenes for each one to ensure they are well organised and run smoothly.

North Tyneside 12K Trail Run – 2nd Jan 2022

In January we hosted the North Tyneside Trail 12K, this was the second time we've done this event since the rebranding of the old Run for Bob. This year all 350 places sold out in under 24 hours, an extra 40 places were made available since the 2020 event due to demand. Plans are already in place for next years running on the 8th January and hopefully a further increase in numbers to meet the demand for the race. Next year to fit with the ethos of a trail event we will be using biodegradable medals for the first time which can be planted and have wild flower seeds within them, the company we are purchasing these from also plant a tree for every medal we order. The next running of this event will again have the same events team that organised the Cookson in May.

Cookson 10K - 18th May 2022

This year saw the long awaited return of the Cookson 10k that hadn't been ran since 2019. The race was once again a sell out and all 550 places sold out in less than 4 days, this was an increase of around 50 places when the race was last run in 2019. The race was a huge success and was won by Carl Smith now of North Shield's Poly and Aly Dixon of Sunderland Strollers. Feedback after the race was very positive and we are currently looking at the possibility of slightly increasing entry numbers for next year where we predict a sell out once again. A huge thank you here to the new events team of Rebecca Tindle, Helen Lilley and Sarah Clarke that played a major role in the organisation and to Helen Gardiner who took on some huge roles and John and I would have been lost without her.

Both the Trail Run and Cookson have had an increase year on year of approximately 10%, naturally this will need to be capped at some point but shows the progress both these events have made in a short time.

Grand Prix

2021 saw the return of the long-standing Poly Grand Prix. The event organised and managed by Vaughan Hemy and Ivan Thorn and was a huge success involving 243 runners. The 2022 event has already gotten underway and this year has 240 people taking part and once again Vaughan and Ivan will be organising and this year have been joined by Huw Parry. Hopefully this year we'll manage to have a settled course for the duration of the event.



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Junior Grand Prix

Once again we have had a very successful Junior Grand Prix in 2021/22, with on average 70-90 juniors taking part in each event between October and March and with a record turnout of 112. This event is ran and managed by our team of junior coaches which includes Mel Carr, Rachel Loughlin, Charlotte Penfold and Jane Fahey, with extra help from Ryan Eden, Paul Dodds, Rachel Inman and Helen Johnson and a team of helpers marshalling in all weather.

Poly PB Open

This year saw a brand new event for the Poly with the first running of the Poly PB Open. The brainchild of Tom Penfold with help from Chris Mole, Ian Woodward and Bernard Johnson the event was a massive success with over 200 competitors taking part. Events included 60m, 100m, 150m, 300m, 400m, 600m, mile, high jump, discus, javelin and howler. On the day there were over 135 PB's recorded across all events and Tom is already making arrangements for next year to include more events and accommodate even more athletes.

Mouth of Tyne Aquathlon

This year once again also saw our multi-event team put on the Mouth of Tyne Aquathlon in August, this year there were 66 finishers a slight drop on 2021 but there are big plans for next years event to make it the most successful yet. The event was the brainchild of the events team of Neil Dick and Andrew Phillips and this year Roger Makepeace also came on board to help out.

Pudding Run

Sadly, the Pudding Run was once again cancelled in 2021 with a late call being made by Woodlawn School. This year Graham Lewis-Dale will be taking over the organisation of this event and plans have already begun to make it the biggest yet.

Finally

Events are a big part of the Poly and a big part of generating revenue for the club, they bring different parts of the club together and we often have road runners helping out at track meets and the aquathlon and parents of juniors stepping in to marshall and make tea, coffee and cakes. If you'd like to be involved please let me know as we are always looking for people to join us and give some fresh ideas.

Simon Jamison, Events.



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Membership and Club Shop

Membership

Considerable thought went into the price increase and trustees discussed at length on what level the membership fees should be and ultimately a consensus was formed.

There are several reasons the trustees decided on the increase but some of the main ones are below:

1. Facilities available now and in the future are significantly improved compared to other Northeast clubs, and we will continue to develop facilities and investment in the members facilities.
2. Over the last 2 years we managed a 20% member discount during covid (despite overheads continuing at the same rate).
3. Revenue decreased due to races not taking place and other clubs not renting the track and clubhouse.
4. As part of the new track, we are committed to paying for ground maintenance which is in excess of £6,000 per year
5. Energy prices are increasing for the club as well as most households.
6. We spent £2,500 on a new speaker system for external audio.
7. £3,000 spent on track and field equipment.

Over the last 2 years our expenditure has exceeded our income, so changes needed to be made.

We are committed to investing the members money investing significantly on coaching courses for juniors and seniors, so we all are getting quality coached sessions. We commit quite a bit of funding to support junior athletes too, in travelling around the country to attend various races.

We have also adjusted the Linked membership to allow members to pay by instalments (for the first time).

If a senior attends all available sessions, then it works out at only £0.75p per session. Considering the club is run on volunteers, then we (the trustees) think that it is value for money. As you see in the membership fees document, this is reduced considerably for juniors and Linked Membership.

Overall membership decreased by 86 to 832, membership revenue for 2022/2023 was £45,721 vs. £41,655 in 2021/2022.

Thanks to Susan Mole who contributes significantly to the smooth running of this area.

Graham Lewis-Dale



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Club Shop

Due to the date when the clubhouse re-opened and the refurb started on the clubhouse, there has been no changes to report on the club shop. Small amounts of clothing have been purchased but nothing significant to report. Thanks, go to Karen Nash who decided to step down from her volunteering role within the shop and we are all thankful for her support over the years. Anne Topping and Susan Mole continue to offer support on a weekly basis.

Graham Lewis-Dale





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Volunteers

Throughout the whole year, the level of assistance and dedication provided by coaches, volunteers, and our members has been fantastic, a huge thank you to all those that have made a difference this year and beyond.

The dedication and contribution to the wider athletics community and to the Poly is gratefully appreciated.

Partnership Working

Throughout 2021-22, the Poly continued its tradition of working in partnership with the public and voluntary sectors. These have included:

North Tyneside Council

Woodlawn School – Boxing Day Run

Marden Bridge Sports Centre

Monkseaton High School





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In summary:

These are exceptional times and very challenging for households across the country.

The club is part of the community's huge need for release as are the many athletics and sports clubs throughout the UK.

We are exceptionally lucky to have such great coaches, volunteers and facilities. Please always take time to appreciate the work those people do for us all. We are exceptionally grateful.

The Trustee Team, North Shields Poly 2022

