



## Minutes of the Annual General Meeting

Date: Monday 15 December 2025

Time: 12:30 pm – 1:00 pm

Location: Online (Teams)

### **Attendees:**

Paul Johnson (Chair and Trustee), Alton, Elisabeth (Trustee), Sarah.Mander (Trustee), Mark Brookes (Trustee), Joanne Pell (staff), Stuart Sale (staff), Catherine Sykes (staff), Samantha Morrison (staff), Jodi Evans (staff), Hazel Rippin (staff), Abra Millar (associate staff), Elliot Davies (staff) and Dave Lochtie (staff).

### **1. Welcome, Introductions and Apologies**

Paul Johnson chaired the meeting in the absence of Acting Chair Natasha Eason. He welcomed attendees and noted that holding the AGM separately from the conference allowed time for reflection. Apologies were received from Natasha Eason (Trustee), Tania May (Trustee) and Deborah Peat (Trustee).

### **2. Minutes of Previous AGM (18 November 2024)**

The minutes of the previous AGM were approved as an accurate record. Proposed by Elisabeth Alton. No matters arising were reported.

### **3. Acting Chair and CEO Combined Report**

Stuart Sale began by acknowledging the death of colleague Nicola Dean in February 2025. He presented highlights from the annual report: staff changes including departures and welcoming Samantha Morrison; completion of the governance review and action plan; successful Safeguarding Adults Week 2024 campaign; training and consultancy with nearly 11,000 bookings and work with 250 organisations; continued sport partnerships; and maintenance of financial stability despite challenges.

## **4. Election and Resignation of Trustees**

Resignations: David Marsland (Chair) stepped down during the year; Tania May formally resigned as of this AGM after over 10 years of service. Trustees acknowledged their outstanding contribution. Appointments: Welcomed new trustees Sarah Mander, Deborah Peat, and Mark Brookes. Chair recruitment interviews scheduled for January 2026.

## **5. Financial Statements**

Dave Lochtie summarised audited accounts: Non-grant income £162,900 below forecast; consultancy and e-learning were down; expenditure £152,800 under budget; overall deficit £41,000 reducing unrestricted reserves; reserves remain above minimum policy level at £292,320; Sport England, Wales and UK Sport grants continued as expected.

## **6. Trustee Annual Report**

Draft report circulated for review. Trustees asked to provide feedback before publication in January 2026.

## **7. Any Other Business**

Governance review actions largely completed; onboarding improvements noted; trustees reaffirmed commitment to strengthening risk and financial oversight. Appreciation expressed for staff dedication and delivery of the charity's values throughout the year.

Meeting closed at 1:00 pm. Next AGM: December 2026 (date to be confirmed).

Further details can be found in the [meeting recording](#) and [transcript](#) (though please note this is automatically generated so should be considered along side the recording for a more accurate record).