



# **ANNUAL GENERAL MEETING**

**and**

## **Symposium**

**3<sup>rd</sup> & 4<sup>th</sup> March 2018**

**Hilton Hotel  
100 Watering Lane  
Collingtree  
Northampton, NN4 0XW**





# **Annual General Meeting and Social Weekend 2018**

## **Programme for the weekend**

### **Saturday**

- 12:00**            **Branch Liaison – Sunken Bar Area (behind Reception)**
- 13:00**            **Open Forum – Comps & Council Reps**  
**(Makyla Devlin, Keith Lovell, Ross Hammond, Tim Shaw, Carl Smith,**  
**Louise Beale, Jamie Lewendon, Debs Hunt)**
- 14:45**            **Tea & Coffee Available**
- 15:00**            **HCGB Annual General Meeting.**  
**(Confirmation of current Membership will be made on entry)**
- 17:00**            **New Council Meeting (depending on timings)**
- 18:30**            **Pre dinner drinks**
- 19:00**            **Presentation dinner and awards.**

### **SUNDAY**

- 10.30**            **Comps Meeting**

All Timings are approximate and may be subject to change



## **HOVERCRAFT CLUB OF GREAT BRITAIN LIMITED NOTICE OF MEETING**

The Fiftieth Annual General Meeting of the Hovercraft Club of Great Britain Limited will be held at Hilton Hotel, Northampton at 3:00pm on Saturday 3<sup>rd</sup> March 2018

### **AGENDA**

1. Apologies for absence
2. Minutes of the Forty Ninth Annual General Meeting
3. Matters arising from the minutes
4. Annual accounts and auditors' report
5. Appointment of auditor for 2017-2018 Financial year
6. The Chairman's Report
7. Council, branch and members' resolutions
8. Ballots for Council and Committee vacancies
9. Any other business

Secretary:

Deborah Hunt  
19 Glynswood  
Camberley  
Surrey GU15 1HU  
deborah@huntmail.co.uk

Proposals for Council membership and members' resolutions must be sent in writing or by email to the secretary to arrive not later than 3:00 pm on Saturday 17<sup>th</sup> February 2018.



**Minutes of the 49th Annual General Meeting  
Saturday 18<sup>th</sup> March 2017 at 3pm  
at Double Tree by Hilton Hotel, Milton Keynes, MK1 1ST**

**1. Members present and apologies for absence:**

**The Meeting started at 3.20pm**

*Approximately 100 members were present.*

*Kevin Foster Chairman*

**Apologies received from:** *Frances Morales, Chris Daly, Dominic Pullen*

**2. Minutes of the Forty Eighth Annual General Meeting.**

*The minutes of the forty eighth AGM have been made available to all members on the club website and printed copies were available at the meeting. It was proposed by Keith Lovell and seconded by Anne Tattersall that the minutes be accepted. This was approved by a show of hands.*

**3. Matters arising.**

*There were no matters arising from the minutes.*

**4. Annual accounts and auditors' report.**

*Ros Atkins presented the accounts.*

*Budgets were explained*

*Thanks and applause for Dan Turnbull and Keith Oakley for organising World Championship events.*

*Discussion regarding figures and accounts.*

*Following the discussions, it was proposed by Tony Drake and seconded by Graham Nutt that the accounts be accepted. This was approved by a show of hands.*

**5. Appointment of auditor for the financial year to October 2016.**

*L J Rose Accounting, 4 Park Lane Business Centre, Park Lane, Langham, Colchester, Essex CO4 5NL were confirmed as accountants and auditors.*

*Proposed by Ros Atkins, seconded by Ewan Black*



## **6. The Chairman's Report.**

### **Chairman's Report to the 49<sup>th</sup> AGM**

*Good afternoon Members and on behalf of this Council, welcome to the 49<sup>th</sup> Annual General Meeting of the Hoverclub of Great Britain.*

*Our 50<sup>th</sup> Anniversary year was a remarkable achievement and an excellent celebration of our sport;*

- the Anniversary Cruise organised by Keith Oakley was a resounding success with up to 40 craft taking part in the 9 day cruising festival based at Chatham Historic Dockyard. Folk attended from 7 countries with a large USA contingent renting BHC craft and a group of craft from France. It was enjoyed so much by our International friends that a World Cruise is being planned by the Hoverclub of America, to be held on the Wisconsin River as part of Hoverally 2018.*
- The World Hovercraft Championships at Tamworth organised by Dan Turnbull and his team continued the celebrations with a terrific week of hard-fought close racing which resulted in 17 of the 24 podium places and 6 World Champions from UK, including Chris Barlow taking a fourth consecutive World title in FS. Despite being boycotted by many of the French drivers it was a tremendous event, superbly organised and a credit to the whole Club.*

*At the opening ceremony for the World Championships I was privileged to receive not 1 but 2 awards on behalf of the Club; one from our Chinese visitors who went on to bid successfully for hosting the 2018 World Hovercraft Championships, and the other from the World Hovercraft Federation – the World Hovercraft Excellence Award. The citation reads;*

*Presented to the Hovercraft Club of Great Britain in recognition of a hovercraft club that this year is celebrating its 50<sup>th</sup> Anniversary.*

*During its long history, the Hovercraft Club of Great Britain has led and set the standard for others to follow. It has been truly inspirational in developing the recreational use of hovercraft world-wide.*

*In short, an outstanding achievement from a Club that has given so much to support and develop our sport.*

*Cruising continues to go from strength to strength. As well as the Anniversary Cruise, there was a full calendar of organised cruises in a variety of locations, but mainly around the two main centres; Liverpool Sailing Club in the North West, and the Long Reach Waterski Club off the Medway in the South East. The 2017 calendar is already filling up and highlights a bright future for Cruising within our Club.*

*The European Championships were fairly limited in 2016, with only 3 events being held. That didn't stop Team Beale/Lewendon from securing 3<sup>rd</sup> place for the season in FS, Dave Elston from placing 3<sup>rd</sup> in Novice, Adam Turnbull from getting 2<sup>nd</sup> in Juniors, and Team Beale from landing 1<sup>st</sup> place in F50.*

*As always, our own National Championships gave us a very full season and we will be celebrating our National Champions at our presentation dinner tonight. Despite early concerns over low attendances at race meetings, the budgeting and careful cost control by the Competitions Committee and the hours of work behind the scenes by our event organisers managed to return a small but welcome surplus by the time all the bills were in.*



*In the background we have a number of projects quietly moving forwards.*

- *Whilst not immediately apparent, Ross Hammond has been instrumental in migrating the Club website & Forum to a new, more secure hosting platform and updating the underlying software.*
- *Council have set up a small team comprising Ross Hammond, Dave Elston, Phil Tattersall and Charlie Metcalfe – they have been tasked with developing a new website and are currently transferring content from the existing website so that it can be retired. The plan is to have the new website up and running by the start of the race season. The new site will be modern, more reactive, more user friendly and showcase what the Club is all about.*
- *Ros Atkins brought in the Sage web-based accounting software; this has taken a lot of work to move from our old spreadsheet based accounts to this new Cloud based system, and we are now starting to benefit from the improved reporting capabilities this gives.*
- *Phil Tattersall has been maintaining the Mailchimp account, and also been setting up the Club YouTube channel so he will now be looking for footage from Members to populate it.*
- *In addition to working on the new Website, Dave Elston continues to grow our Social Media sites, deal with media inquiries and seek sponsorship such as negotiating a better deal on new catch netting in return for publicity.*
- *New Race Management software is being developed by David Atkins (junior) to build upon the legacy created by Keith Oakley. The Beta version is to be run alongside the existing system from the start of the season for testing and fault finding, with a view to retiring the old system once it has proved itself. The Competitions Committee have been tasked with further investigation into suitable hardware for laptiming as the RFID systems trialled last year were not suitable for our rather unique requirements.*
- *Council are currently updating the Club's Articles of Association to bring them into line with current legislation. Part of this exercise will include a review of membership categories, membership fees (which have remained the same for about 7 years), and also a change in our financial year. It has been decided that our financial year end will be moved from 31<sup>st</sup> October 2017 to 31<sup>st</sup> December 2017 and that the Membership year will run from 1<sup>st</sup> January to 31<sup>st</sup> December. There will be a transitional period up to the end of 2018 where membership renewals will be brought into line with this new arrangement.*

*We are still suffering from a lack of a permanent Editor for the magazine. Other than the fantastic special Cruising Edition put together recently by Keith Oakley, we have not been able to get any other issues of Light Hovercraft magazine published. We have bought special software that allows collaborative working by a number of sub-editors, but we need someone willing to take on the role of Editor to take ownership of the magazine and push it forwards. Volunteers please?*

*The Scrutineering Committee are concerned that there are still too many racing craft having problems with buoyancy, consequently float tests will be carried out at race meetings throughout the coming season; a race number will be picked at random and a float test supervised by a scrutineer will take place.*

*The Competitions Committee have recently concluded a tender for Medical Cover at race events and we will see a new company in attendance for the coming season. This season promises to be as good as ever with seven events starting at the end of April at Allerton Park with a combined EHF/National, through all our regular haunts including twice at Towcester and finishing the season in September at Magnolls Farm.*



*Finally, a brief review of the Branches:*

*The North West Branch is a small but active group, running a race meeting at Magnoll's Farm, taking part in displays to promote the Club and organising cruising events from Liverpool Sailing Club which are well attended and extremely enjoyable, reflecting their determination to involve everyone in all hovercraft related activities.*

*In the North East, Allerton Park continues to be a welcome and popular addition to the race calendar, supported as always by the incredible energy of the Midlands Branch.*

*The Midlands Branch put in an inordinate amount of work in 2016, with 4 race events (including Allerton Park) plus the World Championships. Unfortunately we have lost the Tamworth site now, and may lose another of our longstanding Midland sites at the end of 2017. The Branch is struggling to find replacement sites and is finding that enthusiasm is on the wane after running multiple events for many years. Further change in the Branch is coming as Dan Turnbull is planning to step down after 20 years as Chairman of the Branch.*

*Chilterns Branch tell us that changes in the dog racing programme at Towcester means that we no longer have issues with racing times on a Sunday. Plans are afoot for a different course layout for the second race meeting, so don't race on autopilot – you might get a surprise.*

*The Southern Branch continues to put on a race meeting at Gang Warily, and hover-ins at Popham Airfield during the off season that are always well attended.*

*The South Downs Twig still spends a lot of time eating cake. It is a small but beautifully formed Branch and the majority of its members are actively involved on Council, in Committees or helping to run events.*

*The South East Branch has had a terrific season of cruising again, with the Anniversary Cruise as the highlight, but with many smaller events throughout the year. 2017 promises to be just as good with the calendar filling up quickly.*

*I am retiring from Council after 10 years, I leave it full of hope for the future of the Club and delighted to see that for the first time in many years there are more candidates than there are vacancies on Council. It sends a positive message – there is an enthusiasm for taking the Club forwards, and that is very reassuring. Please give them your votes and your support. Thank you.*

*Kevin Foster*

*A proposal to accept the Report was made by Ros Atkins and seconded by Dan Turnbull; the proposal was carried by a show of hands*

## **7. Branch resolutions**

*No Resolutions were submitted*

## **8. Ballots for Council and committee vacancies**

### **Ballot for Council:**

*Kevin explained that the continuing members of Council were:*



- *Makyla Devlin (Elected 2014)*
- *Chris Barlow (Elected 2015)*
- *Kevin Eastwood (Elected 2015)*
- *Dave Elston (Elected 2015)*
- *Ross Hammond (Elected 2015)*
- *Simon Oakley (Elected 2015)*
- *Philip Tattersall (Elected 2015)*
- *Deborah Hunt (Elected 2016)*
- *Charlie Metcalfe (Elected 2016)*

*Standing down this time were:*

- *Kevin Foster (Elected 2014)*
- *Makyla Devlin (Elected 2014)*
- *Philip Tattersall (Elected 2015, chosen by drawing lots)*

*Standing for election were:*

- *Makyla Devlin (Elected 2014)*
- *Philip Tattersall (Elected 2015, chosen by drawing lots)*
- *Rachael Gifford (Proposed by Kevin Eastwood)*
- *Martin Hackett (Proposed by Deborah Hunt)*
- *Keith Lovell (Proposed by Charlie Metcalfe)*
- *Dominic Bowen*

*Two volunteers from the floor agreed to act as tellers, ballot papers were distributed, voting took place and the ballot slips were counted. The tellers declared that all candidates were duly elected to Council.*

### **Ballot for Competitions Committee:**

*Kevin Foster explained that the Competitions Committee consists of 12 members. The current elected or statutory members of the committee were:*

- *Heather Black (Chief Marshall, statutory member)*
- *Jake Cooper*
- *Mike Lambert (Standing for Election)*
- *Catherine Lucas (Admin Co-ordinator, statutory member)*
- *Tim Shaw (Race Director, statutory member)*
- *Carl Smith (Standing for re-election)*
- *Rhian Black*
- *Jamie Lewendon (Standing for re-election)*
- *Keith Lovell (Chairman)*
- *Claire Mason*
- *Zoë Deacon*

*One third of the standing committee is required to stand down each year; these members are eligible for re-election. Jake Cooper, Claire Mason stood down, Jake Cooper did not stand for re-election. Claire was re-elected, Louise Beale was voted in and George Barnes was co-opted. The Committee is one member short of full strength.*

### **9. Any other business.**

*Question from the floor re Articles of Association, review will be undertaken.*





*Question from the floor regarding number of members of the Club – answer – 367*

*Question regarding Website – new Website will be available as soon as possible.*

*Note. Following the formal part of the AGM members were asked to collect ballot slips and vote for Driver of the year and Official of the year.*

## **THE HOVERCRAFT CLUB OF GREAT BRITAIN LIMITED**

(a company limited by guarantee)

### **DIRECTORS' REPORT**

The Directors (Council Members) submit their report together with the Accounts for the year ended 31st October 2017.

### **PRINCIPAL ACTIVITIES**

The principal activity of the Company throughout the year was the maintenance and conduct of a club to promote, encourage and control light hovercraft for recreational purposes throughout Great Britain.

### **ACCOUNTS**

The Directors submit the accounts for the Company for the year ended 31<sup>st</sup> October 2017.

### **DIRECTORS**

Chris Barlow	(Elected 2015)
Kevin Eastwood	(Elected 2015)
Dave Elston	(Elected 2015)
Rachel Gifford	(Elected 2017)
Makyla Devlin (Chairman)	(Elected 2017)
Martin Hackett	(Elected 2017)
Ross Hammond (Vice Chairman)	(Elected 2015)
Deborah Hunt (Secretary)	(Elected 2016)
Keith Lovell	(Elected 2017)
Simon Oakley	(Elected 2015)
Phil Tattersall	(Elected 2015)
Charlie Metcalfe	(Elected 2017)

The Directors of the Company during the year ended 31st October 2017 were those listed above.

(The Hovercraft Club does not have any employees)

The Council of Management (Directors) meets regularly throughout the year and is responsible for the strategy, policy, and finance of the Hovercraft Club. There is an established structure of sub-committees, with closely defined terms of reference, which control many activities of the Hovercraft Club. Other activities fall under the direct control of the Council of Management.

The Fiftieth Annual General Meeting of the Hovercraft Club of Great Britain Limited will be held at Double Tree by Hilton Hotel, Northampton at 3:00pm on Saturday 3<sup>rd</sup> March 2018. Details of the business to be considered at the meeting are contained in the attached Notice of Meeting



BY ORDER OF THE COUNCIL.  
Deborah Hunt (Secretary)



## **THE HOVERCRAFT CLUB OF GREAT BRITAIN LIMITED**

(a company limited by guarantee)

### **Statement of Directors' (Council Members) Responsibilities**

Company Law requires the Council Members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit or loss of the Company for that period. In preparing those financial statements the Council Members are required to:-

- select suitable accounting policies and apply them consistently;
- make reasonable and prudent judgements and estimates;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Council Members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and which enable them at any time to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BY ORDER OF THE COUNCIL  
Deborah Hunt (Secretary).



## THE HOVERCRAFT CLUB OF GREAT BRITAIN LIMITED

### NOTES ON NOMINATION

The number of members of the Council of Management shall be no less than six and no more than twelve.

The current members of Council are:

Chris Barlow	(Elected 2015)
Kevin Eastwood	(Elected 2015)
Dave Elston	(Elected 2015)
Makyla Devlin (Greaves)	(Elected 2017)
Rachel Gifford	(Elected 2017)
Martin Hackett	(Elected 2017)
Ross Hammond	(Elected 2015)
Deborah Hunt	(Elected 2016)
Keith Lovell	(Elected 2017)
Simon Oakley	(Elected 2015)
Phil Tattersall	(Elected 2017)
Charlie Metcalfe	(Elected 2016)

Vacancies on the Council occur for the following reasons:

- i) Retirement at the end of term of office
- ii) Retirement at the end of co-opted office
- iii) Resignation (usually for personal, health, or business reasons)

Chris Barlow	(Elected 2015) Retirement at the end of term of office
Kevin Eastwood	(Elected 2015) Retirement at the end of term of office
Dave Elston	(Elected 2015) Retirement at the end of term of office
Ross Hammond	(Elected 2015) Retirement at the end of term of office
Simon Oakley	(Elected 2015) Retirement at the end of term of office

Therefore there are five vacancies on Council, including the members retiring by rotation and offering themselves for re-election. All members of the Hovercraft Club of Great Britain Limited who are 18 years of age and over are eligible to be proposed for election to the Council of Management provided they are not in arrears with their subscription.

Proposals for Council membership should be sent in writing to the secretary to arrive no later than 3 pm on Saturday 17<sup>th</sup> February 2018.

New Nominees:

Dave Elston	(Elected 2015) Re-standing
Ross Hammond	(Elected 2015) Re-standing



## **THE BALLOT**

A ballot will take place at the Annual General Meeting on Saturday 3<sup>rd</sup> March 2018. The procedure is straightforward and is carried out by the members present at the meeting.

Two tellers are appointed from the floor and they will distribute the ballot forms. After an agreed interval they will collect the completed forms and retire together with one Council Member to count the votes and report back to the meeting.

Votes may be cast for or against candidates. The number of votes that may be cast will be announced before the ballot and will depend on the number of vacancies and the number of candidates. To be elected to Council a candidate must receive at least 50% of the eligible votes in favour of their election.

If there are more candidates than vacancies, then the candidates receiving the highest number of votes will be elected to Council.

Note: A ballot paper will be disqualified if more than the allowed number of votes has been cast, or if anything other than the voting marks has been written on it.



**THE HOVERCLUB OF GREAT BRITAIN LIMITED**

**AUTHORISATION FOR PROXY VOTE**

Proxy votes are allowed only for a written ballot and not a show of hands. The instrument of proxy must be deposited at the Registered Office of the Hovercraft Club of Great Britain Ltd. (which is The Hovercraft Club of Great Britain Limited, C/O L J Rose Accounting, Park Lane Business Centre, Park Lane, Langham, Colchester, Essex CO4 5NL) not less than 48 hours before the appointed time of the meeting and should take the following form.

I, .....

of .....

.....

.....

being a member of the Hovercraft Club of Great Britain Ltd., hereby appoint

.....

of ..... (address)

.....

.....

to vote for me and on my behalf at the Annual General Meeting of the Hovercraft Club of Great Britain Ltd., to be held on Saturday 3<sup>rd</sup> March 2018, and at any adjournment thereof.

Signed ..... Membership No: .....

As witness my hand this ..... day of ..... 2018

Signed .....

(Note: this witness should not be a member of the family of the proxy)

A full copy of the relevant sections of the Articles of Association can be obtained from the Secretary in return for a stamped and addressed envelope:

The Hovercraft Club of Great Britain Ltd  
C/O Deborah Hunt  
19 Glynswood  
Camberley  
Surrey  
GU15 1HU

The Articles of Association are also available on the HCGB website.