



Sandgate Youth FC

2023/24 AGM Report

AGM Date:

25th July 2024 held at 7pm

Location:

Sandgate Youth FC,
Bourne Farm Playing Fields,
Hayes,
UB3 1PL



Chairman's Message

Welcome to the 2024/24 Sandgate Youth FC AGM, my first as Chairman at the helm of this amazing, family-focused, grassroots club.

Sandgate has been providing grassroots football for 55 years now and it has evolved significantly over those years. It has been my pleasure to lead the club over the past 12 months. I know we will face more changes in the 2024/25 season, partly following the Kennedy family announcing they will be stepping away after 33 years as our longest-serving family.

We as a club are very sad but respect their decision and wish them a huge thank you for their years of service and dedication as volunteers. Every volunteer plays a part in the successful running of this great club so I'm excited about the opportunity this brings for new members stepping up to help take this club to the next stage and keep working with our local community.

On the field we have seen great success with several teams bringing home silverware in the form of League Titles and League/County Trophies. But our success is not only driven by these trophies, it's also by establishing the next generation coming through with new teams forming at the club.

It's not easy being involved in grassroots football as a coach, a committee member, or any other voluntary role, so I want to say a personal thank you to everyone that has been involved this season giving up their time to help these children, and to our sponsors supporting the club. To our managers and coaches who dedicate the hours and energy into developing not only players, but also young people, please keep doing what you are doing and know it really impacts lives both on and off the field.

We have a very bright future here at Sandgate Youth FC.

Lee Essex-Hammond
Sandgate Youth FC
Chairman

2023/24 Roll of Honour

U13 – Surrey Youth League Division 1 Champions, Middlesex County Trophy Winners.
U13 Colts – Surrey Youth League Div 4 Champions.
U16 Colts – Surrey Youth League Conference Division Champions, SYL League Trophy Winners.
Men – MCFL Division 5 Champions.

SEASON HIGHLIGHTS

£125k

Income

£83k

Expenditure

18

Teams

222

Members

50+

Volunteers

6

Titles

2023/24 Season in Review

Despite challenges associated with changing leadership at the club, 2023/24 has seen Sandgate Youth FC have one of our most successful seasons on and off the pitch. We had 4 teams competing in cup/trophy finals, 6 teams leading their league tables, and many new members join us for the season. We have taken the opportunity to renew our coaching equipment, provide new kits for all players and coaches, commence refurbishment of the clubhouse along with equipping it with some updated tech! Forward looking, we expect the club will thrive and present many opportunities to further improve our offering to members.

Progress Made

- Over £13,000 invested in new coaching equipment including goals, poles, balls, cones, nets, ladders, etc.
- Competition launched for player designed match kit and put into production for all teams.
- Started clubhouse renovation - invested in signage, new entertainment/tech (pool table, DJ booth, TV screens, etc.), refurb of electrical systems, kitchen equipment, etc.
- Invested into ground maintenance and equipment to keep pitches in top condition and avoid unnecessary and costly outsourcing of jobs.
- Renewed relationships with neighbours and local community including schools.

Notable Wins

- **New teams** at U7, U9, U12, and Men.
- **Refreshed partnership** with PSD leading to increased number of sessions held with higher attendance rates, re-introduction of summer camps.
- **League winners** at U13 (x2), U16, and Men; runners up at U12 (x2).
- **League Trophy winners** at U16.
- **Middlesex County Trophy winners** at U13; runners up at U12.
- Thames Valley Football Development League Cup runners up at U10.

2024/25 Season – Key Initiatives

1

COMPLETE DRAINAGE PROJECT

Inadequate drainage across Bourne Farm Playing Fields combined with exceptionally poor weather has cost the club approx. £4,000 of kitchen revenue as well as 9 weeks of lost playing time last season.

Grants have been obtained to undertake a refresh of the drainage across our field with works expected to happen over winter 2024.

Efforts will be made to secure further funding for improvements beyond next season.

MEASURE: - Fewer lost playing weekends than in 2023/24.

- Secured £88k of grant funds for drainage enhancements – paid directly to appointed contractor.

2

REDEVELOP CLUBHOUSE AND FACILITIES

Providing a safe and suitable environment for all members is essential to growing this great football club. We have started renovations (including electrical overhaul) and look to complete and extend these next season.

We aim to deliver more convenient facilities for all players, members, visitors, and officials while making the clubhouse more suited to the needs of running a club our size (business operations, safeguarding area, social elements, etc.)

MEASURE: - Provision of inclusive facilities for members.

– Safe completion of redevelopment works.

3

ESTABLISH GIRLS FOOTBALL SECTION

Our aim is to succeed where we've been unable to previously by offering a dedicated training/playing format for girls in the local community wishing to play football.

This will involve girl-only sessions and team(s) to offer a broader and more inclusive participation in the game at Sandgate Youth FC.

MEASURE: - Establish formal structure for girls football.

- Have at least one girls team registered to the club.

Detailed Financial Accounts

Accurate tracking and reporting of financial results are essential to securing the future of the club and guaranteeing the club is run in a responsible and sustainable manner. These accounts have been maintained by our Treasurer over the course of the 2023/24 season and audited to be confirmed as true and accurate.

Accounting Period: July 1st, 2023 – May 31st, 2024

Opening Balance (all accounts) @ July 1st, 2023: **£21,720.90**

Closing Balance (all accounts) @ May 31st, 2024: **£64,260.37**

Income:

Registrations	£ 39,712.88
Return of funds from Mark Hennessey	£ 41,732.89
Sponsors	£ 2,850.00
LBH Grant	£ 3,630.00
Centrica donation	£ 500.00
OVO Energy	£ 656.80
Interest from Savings Accounts	£ 824.58
Kitchen Account (03753417)	£ 22,403.40
2024 Tournament Fee Account (88333260)	£ 13,016.65
TOTAL SEASON INCOME	£ 125,327.20

Expenditure:

Training equipment	£ 10,208.95
Match day kits	£ 8,155.82
Training & match balls	£ 2,999.89
Affiliation, League fee & fines	£ 2,733.00
Referee fees	£ 3,465.00
Girl only trial - Paid coach	£ 160.00
Poppies & corner flags	£ 453.58
Manager training courses	£ 550.00
Website maintenance	£ 460.00
Fuel and line paint	£ 2,524.69
Tractor and attachment repairs	£ 1,752.32
Re-seeding machine	£ 2,750.00
Rent & Utilities	£ 4,932.54
Veo cameras	£ 4,477.20
Kitchen stock	£ 12,423.25
Presentation - Marquee	£ 1,500.00
Presentation - Trophies	£ 2,539.38
Presentation - Flowers	£ 317.34
Insurance	£ 2,196.40
Music Licence	£ 354.23
TVs & DJ equipment	£ 3,595.99
Advertising frames, posters & signage	£ 2,602.02
Club equipment (maintenance)	£ 2,320.95
Local floral tribute	£ 84.72
DBS payments (x9 - Lorraine Kennedy)	£ 90.00
Toilet rolls (Steve Kennedy)	£ 107.34
Millward Electrics (interim payment)	£ 1,500.00
DEBTS CARRIED OVER FROM 2022/23 SEASON	
Lee Essex-Hammond (commercial BBQ purchase)	£ 950.00
Lee Essex-Hammond (music licence purchase)	£ 354.23
Lee Essex-Hammond (tournament fresh rolls purchase)	£ 350.00
Steve Kennedy (sweeper purchase)	£ 2,500.00
Lorraine Kennedy (2 years of DBS payments)	£ 320.00
2022/23 Season tournament trophies	£ 3,057.89
TOTAL SEASON EXPENSE	£ 82,786.73

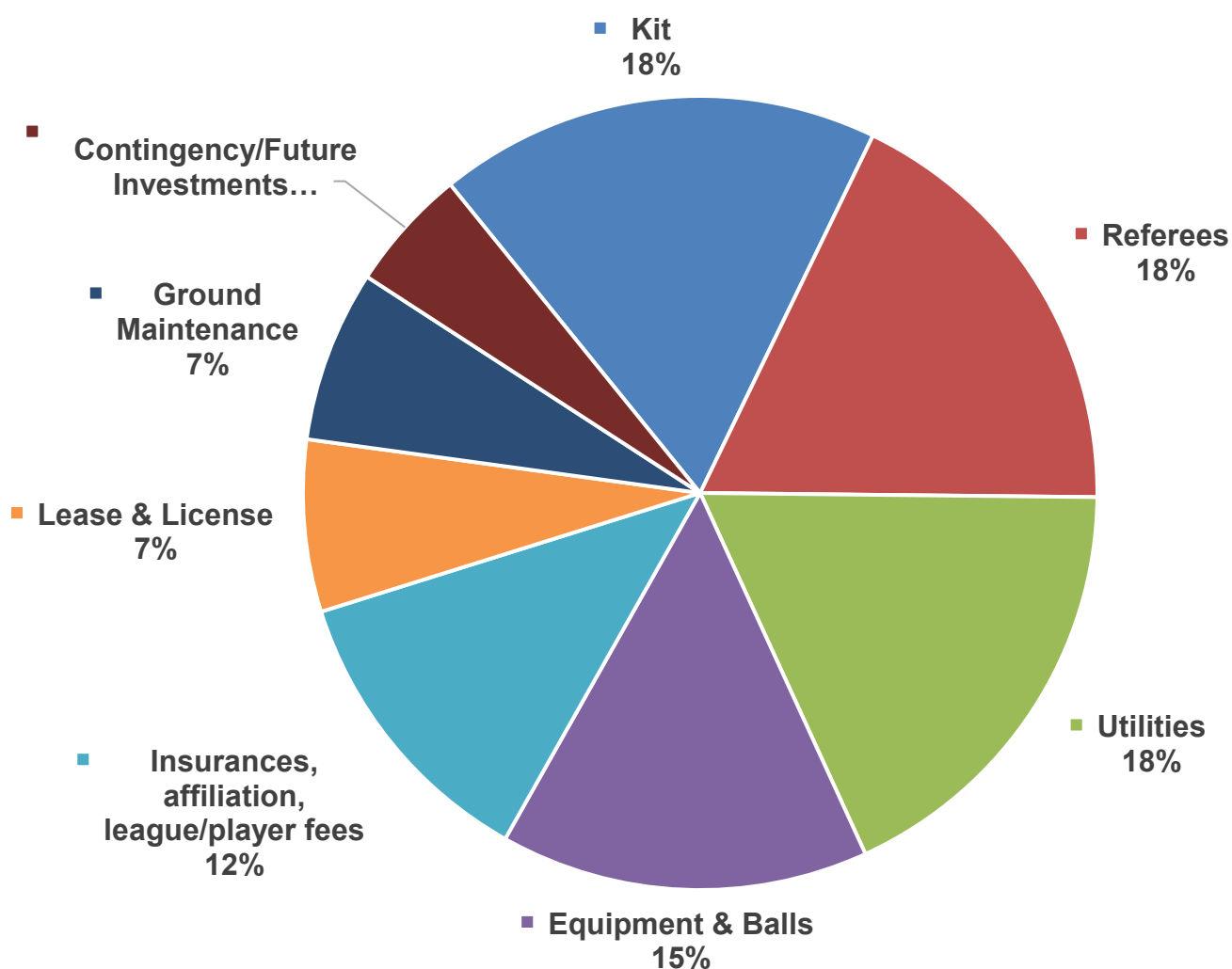
Accounts controlled by Sandgate Youth FC

We end the 2023/24 season with two “Daily” accounts, six “Savings” accounts associated to running different structures of the club, and one “Contingency” long-term savings account.

Treasurers Daily Account	£ 76.33
Kitchen Daily Account	£ 142.92
Kitchen Savings Account	£ 3,878.35
Registrations Savings Account	£ 13,500.00
Sandgate Grants Account	£ 1.00
Sponsorship Account	£ 2,718.97
Tournament 2024 Fees Account	£ 13,016.65
Tournament Account Previous Years	£ 10,464.10
32 Day Notice Contingency Account	£ 20,463.05
CLOSING BALANCES as at May 31st, 2024	£ 64,260.37

Membership Fees 2024/25 Season

Our membership fees contribute a significant revenue stream for the club to help offset our expenses associated with running the club. Every year we endeavour to minimise the cost of accessing football at Sandgate Youth FC while investing enough in the club to offer the best we can to members. Below is a breakdown of what makes up our annual membership fee which we have frozen for the second season running.



Annual Membership Fee 2024/25 - £225*

*Sibling discount available

**New members required to purchase match kit at £40

Committee Structure

To secure the future of the club and get more involvement on the Committee, we are introducing a slight refresh to the roles. The changes reflect the needs of the club along with taking on board best practices from other similar organisations. Most roles within our club will have a contact at Middlesex FA for additional support.

We need the best Committee working hard to transform ideas into reality and to hold each other accountable for reporting back to club members on progress of projects.

Being involved in the Committee brings you the opportunity to influence what happens day-to-day, as well as for the long-term future; ensuring we continue to deliver leading access to football for the local community for years to come.

SANDGATE YOUTH FC COMMITTEE

- Chairperson
- Vice-Chairperson
- Club Secretary
- Communications Officer
- Club Development Officer
- Registrations & Tournament Officer
- Disability & Inclusion Officer
- Fixtures Secretary
- Football Development Officer
- Welfare Officer
- Treasurer
- Facilities Officer



Committee Role Overviews

Chairperson

- Provide leadership and direction for the club with a view to securing its long-term future
- Oversee work of the Committee
- Advocate the club within local community
- Chair Committee Meetings
- Make decisions for benefit of the whole club and its members
- Organise AGM and other club meetings

Vice-Chairperson

- Support Chairperson and be prepared to step into role if they are absent
- Support all Committee members
- Lead development of strategies for longevity of club alongside Committee
- Record minutes of official club meetings
- Ensure all club policies and handbooks are updated and available to all members

Communications Officer

- Maintain club website
- Update club social platforms
- Club signage
- Community liaison support

Facilities Officer

- Catering lead
- Oversee general day to day functional running of the club
- Lead Social Sub-Committee in producing events for the club
- Ensure club and grounds are well-maintained and clean

Football Development Officer

- Set direction for Sandgate style of play
- Support team coaches
- Promote training courses
- Host FA CPD courses for club managers

Disability & Inclusion Officer

- Oversee participation efforts across club
- Liaise with FA on policies/best-practices
- Launch disability and girls' football with structured programmes

Club Secretary

- Club affiliations & registrations
- Official contact for FA/Leagues
- Accredited Club co-ordinator
- Club correspondence
- Support Registrations & Tournament Officer and Fixtures Secretary

Welfare Officer

- Establish and support team of welfare officers
- Be clear about club policies and responsibilities
- Monitor and deal with reports of breaches of conduct, safeguarding and poor behaviour
- Coordinate volunteers

Treasurer

- Administer club finances
- Oversee club fundraising
- Oversee collection of player fees with Registrations & Tournament Officer
- Produce monthly financial reports
- Prepare and present year-end report to AGM
- Forecasting budgets to support long-term plans

Club Development Officer

- Own connections for Junior Committee & Managers Forum
- Deliver ideas/strategies to move club forward
- Hub of knowledge for the club
- Enhance club and reputation within community

Fixtures Secretary

- Manage, arrange and schedule all home fixtures
- Schedule referees for all home games
- Ensure enough pitches available – training & matches
- Own communication with opponents

Registrations & Tournament Officer

- Ensure all players are correctly registered
- Propose registration fee structure
- Manage club Whole Game System
- Lead annual tournament efforts

Committee Role Nominations

Below is a list of open roles on the Committee along with all nominations received ahead of the published deadline.

All members are eligible to be nominated at time of the AGM provided they have been nominated by a member, which is seconded by another current member.

Committee Role	Nominee	Nominated By	Seconded By
Chairperson	Lee Essex-Hammond	Not Required	Not Required
Vice-Chairperson	Barry Nicoll	Lee Essex-Hammond	Rachel Trevelyan
	Jay Whenman		
Club Secretary	Rob Bevis	Lee Essex-Hammond	Barry Nicoll
Communications Officer	Rachel Trevelyan	Barry Nicoll	Gavin Caves
Club Development Officer	Dwayne McKenzie	Barry Nicoll	
Registrations and Tournament Officer	Gavin Caves	Rachel Trevelyan	
Disability and Inclusion Officer	Rocky Porter		
Fixtures Secretary			
Football Development Officer	Alfie Essex		
	Jay Whenman		
Welfare Officer	Sian Porter	Lee Essex-Hammond	Barry Nicoll
Treasurer	Lee Essex-Hammond		
Facilities Officer	Amie Essex-Hammond		

Any Other Business

At time of going to publish, no matters of AOB were submitted to the Club Secretary.

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