

20 August 2024

Dear Club Member,

Notice of Ipswich Sports Club 2020 Ltd AGM – Tuesday 24th September 19:00 in the Function Room

As I advised in early June 2024 this year's AGM will take place in September.

The provisional date I gave in my earlier letter was Wednesday 25th September – **Please note this has changed by one day and is now Tuesday 24th September due to room availability**

The Agenda and papers will be emailed to you and published on our website at least 2 weeks prior to the meeting.

This year there are no special resolutions. The main area of business will be the financial report, the report into the business the directors have dealt with on behalf of the club and election of new directors into the vacant positions.

Director positions.

Andy Isles – Chair and Jon Tuppen -Club Secretary have just started the third year of their 3 year tenure. Both have indicated their willingness to continue in post until the next AGM.

Andy's responsibilities include Chair of Board, Acting Treasurer, Finance, Audit, Company reports and Estates management.

Jon's responsibilities include Board Minutes, Co-ordination with Council, Club Governance, Companies House communications, Lead for Food and Bar, Contracts including Energy and Energy use optimisation.

In my earlier letter I was incorrect in stating that Vic Clement had come to the end of her second three-year term. In fact, Vic has come to the end of her first 3-year tenure. In accordance with our Articles of Association she would like to stand for re-election. Vic currently has responsibility for HR and sponsorships. Board hope she will be re-elected to continue this work and to provide continuity after a time of rapid turnover.

The Board have been extremely grateful to the support provided by Niall Tanner and Ali Livingstone since they were co-opted onto the Board.

Niall has taking responsibility for Information, Technology and Communications and is Board lead for Padel development. Niall is standing for election and Board recommend his election.

Ali Livingstone has now resigned from the Board due to pressures at his work and of course at home with a newish baby. We thank him for his support and guidance during the last few months. His areas of responsibility were Health, Safety and Security, Internal and External Communications, Sporting Activity co-ordination and Functions and Events. These areas are currently being covered by the remaining directors. Ali has kindly agreed to continue with his welfare and safeguarding officer role within the club.

This leaves two director appointments to be confirmed at the AGM and 2 more director vacancies to fill at the AGM.

Since my last letter we have had expressions of interest from 3 people. It is now time to formally apply with a nominator and seconder from within adult club members. Anyone else interested in the position is encouraged to apply. They should discuss the position with Jon Tuppen, Club Secretary (clubsecretary@ipswichsports.co.uk) as well as completing the application process . Application/nomination forms are available at <https://ipswichsportsclub.co.uk/about-us/annual-general-meeting/>

As last year we wish to have a business like and respectful meeting. The number of questions at the meeting will be controlled. If you have a question or matter you would like to raise at

the AGM we suggest that send them in advance by email to clubsecretary@ipswichsports.co.uk no later than 48 hours ahead of the meeting. Please ensure that your email is headed 'QUESTION FOR AGM'.

Answers to these questions and other FAQ will be published at <https://ipswichsportsclub.co.uk/about-us/annual-general-meeting/>

The formal notice, agenda and papers for the AGM will be sent by email in early September.

Yours sincerely

Dr Jon Tuppen

Club Secretary

clubsecretary@ipswichsports.co.uk