

Oldham Community Leisure Limited
Annual General Meeting
Thursday, 26th September 2024 - 5.15pm
Chadderton Wellbeing Centre

Present:

Craig Dean, Steven Holden, Stuart Lockwood, Karen Lord, Kath Mahon, Miranda Meadowcroft, Carolyn Tipper (Chair), Louise Walton and Patrick Wolstenholme.

1. Chair's Announcement and Notice to Convene the Meeting

The Chair opened the meeting and thanked individuals for their attendance. Notice was made to convene the meeting.

2. Apologies for Absence

Apologies were received from Julie Alston, Sean Caldwell, Lesley Clegg, Nick Hewitt, Rachel Holloway, Alison Jennings, Danuta Nield, Joanne Smallwood and Laurie Wood.

3. Previous Minutes

The minutes of the meeting were agreed as a correct record.

MM abstained.

4. Annual Accounts / Auditors Report

SH updated that the accounts had been approved by the Board and were for the shareholders to adopt at the AGM meeting.

SH confirmed points to note below however there were no changes in the information supplied:

There was a clean audit reports shown from page 6 onwards.

There were no issues with the controls that the auditors tested and they were happy with way in which the company was operating.

The P&L on page 9, shows turnover up to £1 million from previous year linked to management fee and utility benchmarking. Memberships are up from previous years and continue to rise.

MM queried utility benchmarking. SH clarified if rates go above a certain level can claim back difference from the Council. MM asked if this carries on in the extension period. SH confirmed will continue but at a reduced level.

Overall surplus of £171k, gives total reserves of 0.7 of a million. This is in a range within the reserves policy.

In terms of the balance sheet key points to note are the company bought more gym kit last year which shows an increase in tangible assets. Debtors are up which is linked to the invoicing for utility benchmarking. The invoice was paid in May.

Cash is in a good position. There remains a HP Agreement for Gym kit.

Current assets are signal of how safe at a point in time. Positive ½ million so can pay debts when due. Fairly healthy position overall.

Only other item of note, page 15 is going concern. Auditors must be assured will continue 12 months from when accounts were signed. No reason why the company would be a going concern.

MM queried that the sundry expenses had reduced but still seemed quite a lot and asked for clarification. SH confirmed these are spends that don't fit into other categories, similar to previous year. SH confirmed a list can be provided for circulation with the minutes. CD commented turnover had increased.

The summary of the sundry costs are as follows:-

Uniform	9,345.76
Training	33,715.60
Occupational Health	5,080.28
Seminars	360.00
CRB/Eye Test	13,429.89
Other Expenses	21,050.36
	82,981.89

MM queried the employee bill. SH confirmed that the wage bill is higher this year than the previous year at £4.1 million this year. SH confirmed that we do have more employees and a higher cost which is linked to the pay increase for NLW and NMW and the increase for those above. MM queried are all staff paid the Living Wage. SH confirmed statutory living wage, not the "real Living Wage". He confirmed that this is not something we pay, as this would be unaffordable to us in position we are and would be significant increase and large knock on effect. Council are not funding OCL to do so and never have. MM asked if this is reflected in the Council to exclude? SH confirmed that this is not in our contract to pay as the contract was set up before Council signed up to the "real Living Wage". MM what about the extended period. SL confirmed if wished to include would have had to address the management fee and uplift it to cover the costs. Council are not able to fund this currently, it may be considered as part of any new contract. MM clarified management fee is the charge from OCL to the Council. SH confirmed that the Council have had to fund some of the contractual changes. MM asked in terms of the risk what are the concerns? SL responded that it depends on what the Council want to do. The facilities belong to the Council and it is therefore up to Council how they wish to proceed. SL confirmed the relationship is good.

All shareholders in attendance were in favour of adopting the accounts.

APPROVED: The report was adopted at the AGM as proposed.

5. Retention of Auditors

SH updated that the current auditors have previously been awarded a three year contract and the proposal was to retain this for final year of the three.

MM in terms of the procurement process, is it usual to consider only three providers, should local providers be considered? SH confirmed that in a previous tender exercise local firms had been approached but were not equipped to deal with our entity. Tend to deal with smaller companies. Larger companies were more suitable. Current auditors were the cheaper and have done five years in total.

All shareholders in attendance were in favour of the retention of the current auditors.

APPROVED: It was approved that Wallwork Nelson and Johnson continue as the company auditors under the requirements set out above.

6. Highlights 2023/24

SL gave the annual report presentation which highlighted the great work done within the period and confirmed that the link will be shared. MM queried who is the audience? SL confirmed goes on the website, About Us section. Shows how we operate. We can break this into chunks of relevance, social media or meetings to present.

KM asked what are the plans to update the app? SL referred to the waiting list, which some customers did not like, did not link correctly but now people asking back. Some things are led by company who provide. Things to add, news can be added, example sauna is broken or water leak. Ensure when there is a change to class that this is done before 8 days booking commences. KL what if cover comes in between that 8 days, want to commit prior to the 8 day booking.

KL queried the reduction in membership numbers do you think that this is linked to not tying in to a contract or potentially the price increase. SL confirms at present the review is proposing advertised price remains but increase previous prices who are beneath. Not sure can go any higher on headline price. Look at consolidating concessions to standardise. Will still look to address poverty particularly working with HAF funding and Welcome to Oldham scheme.

KM asked how Shower and Go is going in general. She confirmed that this is a nice thing to do, not everybody knows. SL confirmed people who need it tend to know. OLC is well used. Homeless people use at FSC and OLC.

MM was curious about change of use at RLC now changed to Blast from Easy Does It for small group training. Where is the alternative for those who needed Easy Does It. SL explained if individuals need support they can go through the GP Referral scheme. We are currently looking at proposal of small extra gym in CWC for those who need it. Use main gym at RLC rather than small studio. PW confirmed space is still being used at RLC in between classes.

MM dealing with Occupational Therapy team at Oldham, was hopeful would be able to use the pool. Don't have people in the team who can do water exercise. Could that be completed by OCL? PW confirmed Aqua for Health and Aqua Walk which could be done for those with needs or health conditions. MM felt 1:1 might be required in some cases. Carers can attend for free with carers card.

CD raised concerns over understanding the pool timetable and how to interpret this. SL confirmed some work is being done to review and rationalise the timetable.

MM asked whether British Sign Language will be included in future provisions. SL confirmed accessibility is being considered.

MM queried the demographics of the breakdown of the customers and employees and directors. SL updated that in the Board recruitment an interest has been shown to recruit a director to improve for equality. In terms of customers, we don't currently ask everybody, look at future passport for leisure, concession have to apply and reapply every 12 months which will have optional questions on diversity. CT confirmed difficult to collect as must be voluntary. Not everybody wants to disclose. Only have small amount to consider whether representative. New HR system will improve collection of data on employees. Local workforce are better represented than the Council, college and NHS. The gender pay gap reporting is completed. Front line staff are on NMW so less likely to travel. Do recruit locally with schools and colleges.

7. Director Update

LW confirmed the recommendations that had been proposed to the AGM.

LW highlighted the attendance record and the subcommittee membership. LW highlighted that there had been several changes to Directors within the year including leavers and new starters and thanks were relayed to all Board members for their time and commitment to the company.

LW confirmed that there are three vacant Director positions which have been advertised, with the closing date in October 2024.

All shareholders in attendance were in favour of the recommendations put forward.

APPROVED: Thanks be relayed to all Board members for their hard work and commitment during the period.

8. Close of Meeting

CT thanked those present for their attendance and thanked everybody for their hard work during the year.