

## **Northern Ireland Civil Service Social Club – Annual General Meeting**

Date: Wednesday 24<sup>th</sup> April 2024  
Venue: MacSuite 1, The Pavilion, Stormont  
Present: 15 members  
In Attendance: Paul McAreavey & Brian McFetridge (PGM Accountants)

### **1. Apologies**

The Chairman, Billy Gamble opened the AGM by welcoming members present and confirmed that everyone had a copy all the papers. The Chairman informed the AGM of the following apologies;

- a. Sandy Webb
- b. Gillian Lynas

### **2. Minutes of 2023 AGM**

The Chairman asked members if they were in agreement with the content of the minutes of the 2023 AGM. All members present agreed that the minutes were an accurate record of the 2023 AGM., The Chairman asked for the minutes to be proposed and seconded.

Proposed By: David Reilly  
Seconded By: Colin McWhirter

### **3. Matters Arising**

A brief discussion took place on the issue of Trustees, and it was concluded following legal advice that whilst the trustees need updated there is no legal requirement to do this as the Social Club do not own the property. This issue would be wrapped up once the review of the governance had concluded this year.

### **4. Chairman Report**

The Chairman gave a brief overview of the club's performance during the year. The Chairman outlined that the Social Club had a very challenging year, particularly around staffing the kitchen and the untimely closure of the coffee pod due the power failure. Other business areas performed well reflected in hosting 612 events throughout the year and that an increase in the number of delegates attending events at the complex. In closing, Mr Gamble thanked the Management Committee, for their support throughout the year and personally thanks all those who managed the facilities.

## 5. Annual Accounts – 31 December 2023

Kieran Devlin, NICSSA Operations & Facilities Director, provided an overview of the financial performance of the Social Club for 2023.

Mr. Devlin highlighted that the social club had an operating deficit of £69k, primarily due to the closure of the coffee pod and restaurant throughout the year. Mr. Devlin concluded that 2023 presented a challenge to the club. He also informed the AGM that the tender for the catering services for the Mo Mowlam Play Park was unsuccessful and that our contract would finish on 31st May 2024. Mr. Devlin informed the AGM that the restaurant would reopen again on the 7<sup>th</sup> May 2024 under a franchise. He added that the process to decide how the restaurant should operate was looked at in great depth and franchising out the restaurant was the best option. The selection process for the franchise looked at Experience, Capacity and Capability as well as fee and this process took time as it was important that we had a continuation of service compared to 2023.

Mr. Reilly highlighted that the Tennent's NI agreement would conclude this year and asked about the next steps. Mr. Devlin responded stating that with COVID restrictions back in 2020 the Tennent's contract would be extended however, Mr. Devlin acknowledged that this would be reviewed.

In closing, Mr Gamble thanked our auditors and asked if everyone was in agreement that the accounts be proposed and seconded by members from the floor.

Proposed By: David Reilly

Seconded By: Michael Carson

## 6. Election of Members of the Management Committee

The Chairman advised members that the NICSSA Council had proposed that, Billy Gamble continue as Chairperson, for the incoming year.

Mr. Gamble also added his personal thanks to all the management committee and wanted to acknowledge their commitment and continued service to the club.

The Chairman then advised members that the following nominations had been received for the Management Committee for 2024-2025:

Billy Gamble	(Chairman)
Nic Leitch	(Tennis Club)
Shaun McMorran	(Rugby Club)
Sandy Webb	(Hockey Club)
Gillian Lynas	(Hockey Club)
James Savage	(Bowling Club)

Mr Gamble asked if everyone was in agreement with the nominations and asked for a general acclamation. All in attendance agreed.

## **7. Appointment of Auditors**

The Chairman advised the AGM of the commendable work carried out by PGM and, specifically, Elizabeth Tohill throughout the year and during the recent audit.

The Chairman then advised members that, in line with the Association, the Management Committee would be re-appointing PGM Accountants for the incoming year. The proposal to re-appoint PGM as the Club's auditors was proposed and seconded.

Proposed By: Michael Carson

Seconded By: Tom May

## **8. AOB**

The Chairman advised members that, no motions had been received, however he would be happy to take any questions or comments from the floor.

### 8.1 Pre-Paid Card

Mr. May asked about an initiative whereby members could preload their membership card with money to spend on the bar. Mr. Devlin noted the request and would work with the accountants and system operator to look at the matter to assess its viability both functionally and financially.

### 8.2 Access to the Internet

Mr. Sherwood raised the issue about not getting access to the internet. Mr. Devlin responded that the new Gov WiFi was fully operationally and that access to certain sites maybe prohibited due to restrictions.

### 8.3 Monday Nights Review

Mr. Murray raised the issue about getting the Bar reopened again on Monday nights. Mr. Devlin informed the AGM that this issue has been raised throughout the year and that we would constantly keep it under review. Mr. Devlin highlighted that income generated on previous Monday nights wouldn't cover the cost of staff salaries; therefore, it would be important that we make this financially operational and viable. It was agreed that once we return to the winter season, we would review the position.

Mr Gamble, The Chairman in wrapping thanked members for attending and closed the AGM.

**Kieran Devlin**

**Acting Secretary / Operations & Facilities Director**

**14 May 2024**