



**Friskis & Svettis London AGM 2020**  
**Date: Saturday 12<sup>th</sup> September 2020**  
**Time: 09.00**  
**Venue: Zoom**

## **Minutes of the AGM for the financial year 2019**

### **1. Opening of the Annual General Meeting**

Chairman Hugh Governey opens the AGM.

### **2. Election of Chairman and Secretary of the AGM**

Hugh Governey is elected as Chairman of the AGM.

Kia Duncan is elected as Secretary of the AGM.

### **3. Maria Klavir is elected to approve the minutes.**

### **4. Confirmation of electoral register for meeting**

The following persons presented themselves as present and the electoral register for the meeting was composed of:

Hugh Governey

Kia Duncan

Brigid Bryan

Ian Naldrett

Maria Klavir

Anna-Lena Lindaker

Helen Calner

Karin Hogsander

**5. The meeting has been advertised in the correct way, both in the Facebook group and in connection to several classes. Please note that due to an extreme and unprecedented year re Covid-19, the AGM was pushed from its normal April date to September.**

### **6. Confirmation of the agenda**

The agenda is confirmed.

### **7. Approval of the minutes from previous year's AGM**

The minutes from last year's AGM are approved.

### **8. Presenting and putting to the vote the board's Annual report, Income statement and Balance Sheet from the financial year of 2019 (see Appendix I)**

Hugh Governey presents the Annual Report and Kia Duncan presents the financial statement for 2019.

2019 takings of £5.2k were £1.5k less than 2018, down by 22%. The drop is all in season cards and one-off tickets. 10-card sales in pounds have not changed. However, we had fewer classes and Gross Profit margin increased from 4% to 18% meaning we had more members attending each class than previous year. This means our classes were more profitable this year. It was decided to stop and give up the loss making class at Seymour.

Expenses were slightly lower due to savings in insurance and music licences. Leaving us with a small loss just shy of £500. It is worth noting that if we had not trialed and invested in Seymour we would have broken even.

Cash in bank was £9.5k at the beginning of the year and closed at £8k.

## **9. Presenting and putting to the vote the Auditor's report about the board's administration during the financial year of 2019**

The balance sheet and income statement are adopted and auditor Brigid Bryan gives verbal agreement that she has approved the documents. The board is given freedom of liability.

The auditor's report about the board's administration during the financial year of 2019 is approved.

## **10. Members' motions**

No motions from the members are raised at this point.

## **11. Proposals from the board**

Elected onto the board are:

Hugh Governey	Chairman
Brigid Bryan	
Ian Naldrett	
Kia Duncan	Treasurer
Karin Hogsander	
Anna-Lena Lindaker	

Ian Naldrett and a TBC Clapham member are elected as Election Committee for the next year, and Brigid Bryan is elected Auditor.

## **12. Vote on proposed organisational structure and consequent election of a new board: Board, Finance & Election Committee**

All board nominees are approved and the board elected unanimously.

## **13. Information about current activities within F&S London and focus for 2020 and beyond**

An activity plan was discussed and the conclusion was:

- Due to Covid-19 and 6 people restriction, focus on current venue in Clapham.
  - Contact Honeywell to see what their position is
  - Ian Naldrett to investigate health control re indoor classes
- Fredrika to run her own outdoor class for free, promoting Friskis
- Outdoor classes starting from Spring 2021
- Running classes featuring Helen
  - Trial with colleagues – feedback to Board
  - TBC – Regents Park, £5, Sundays at 15.30

## **14. Putting to the vote the proposed activity plan for the year 2020**

The proposed activity plan is approved unanimously.

Focus will be on running classes in order to keep members engaged during difficult time.

## **15. Confirmation of membership fee for the financial year 2020**

Clapham: PAYG £10, 10 Card £60.

Running class: £5

## **16. Any other business**

- Anton, instructor from Stockholm, is planning to move to London and is interested in being an instructor for London. Maria Klavir to keep in contact.
- Ian Naldrett is due to complete his instructor training.
- YMCA is no longer accepting external bookings and the class has been cancelled.
- Move away from cash. Look into possible payment solutions: online bank transfer, apple pay and QR code.

## **17. Closing of the Annual General Meeting**

Chairman Hugh Governey closes the AGM.

## Financial report 2019

Prepared for the AGM 12 September 2020

### Accounting principles

We book entries on an accrual basis. Long-term investments such as training of new instructors or buying music equipment for outdoor classes are expensed in the year incurred and not amortised over time. This gives a smaller annual profit for the year in which the investment was made, than if we had written the costs off over three years.

**Friskis & Svettis London**  
**Income Statement**  
**For the year ended 31 December 2019**

	2019	2018
	£	£
<b>Income</b>		
Season Card		560
10 Card	3,240	3,270
One-off	1,693	2,573
Event	98	
Class Pass	143	278
Move GB	16	8
<b>Net income from activities</b>	<b>5,189</b>	<b>6,688</b>
<b>Cost of Sales</b>		
Instructor Fee		(190)
Venue Hire YMCA	2,350	4,569
Venue Hire Clapham	1,258	1,382
Venue Hire Seymour	640	672
<b>Total cost of sales</b>	<b>4,248</b>	<b>6,433</b>
<b>Gross loss</b>	<b>941</b>	<b>256</b>
<b>Expenses</b>		
Advertising & Marketing		
Bank Charge	15	30
Clothes		
Entertainment - Staff		
Insurance	284	479
New Instructor		
Instructor - Training		
Postage		1
PPL - Music Licence	565	647
Subscriptions & Memberships	323	260
Internet	203	220
Special Event		50
<b>Total Expenses</b>	<b>1,390</b>	<b>1,687</b>
<b>Net operating loss</b>	<b>(449)</b>	<b>(1,431)</b>
<b>Other Income</b>		
Interest Income	3	3
<b>Total other income</b>	<b>3</b>	<b>3</b>
<b>Net profit/(loss)</b>	<b>(446)</b>	<b>(1,428)</b>

**Friskis & Svettis London**  
**Statement of Financial Position**  
**As at 31st December 2019**

		2019	2018
		£	£
<b>Current assets</b>			
	Trade Receivables	250	98
	Cash at Bank	8,111	9,468
		<u>8,361</u>	<u>9,566</u>
<b>Current liabilities</b>			
	Trade Payables	<u>(1,435)</u>	<u>(2,195)</u>
<b>Net assets</b>		<u><u>6,926</u></u>	<u><u>7,371</u></u>
<b>Equity</b>			
	Reserves	7,371	8,799
	Profit for the year	<u>(446)</u>	<u>(1,428)</u>
		<u>6,926</u>	<u>7,371</u>

London 12 September 2020

Prepared by:

\_\_\_\_\_  
 Kia Duncan  
 Treasurer

Approved for AGM vote:

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 Hugh Daniel Governey  
 Chairman

**Independent Auditor's Report**

I have audited the financial statements for Friskis&Svettis London for the financial years ended 31 December 2019, which comprise the income statement, balance sheet and related notes and documentation.

In my opinion, the financial statements give a true and fair view of the state of Friskis&Svettis London's affairs as at 31 December 2019 and of its annual result for the year then ended and have been properly prepared in accordance with the Rules & Regulations of the association.

I therefore recommend that the AGM approve the accounts for financial year 2019.

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Brigid Bryan  
Auditor