



**Trinity Willison Cricket Club Incorporated**  
No. A0027818S  
Notice of Annual General Meeting

Dear members,

Notice is hereby given that the Annual General Meeting will be held on **Thursday, 24<sup>th</sup> August 2023**. The meeting will be held **online** (with a meeting link to be distributed later) and will commence at **8:00pm**.

The agenda of the meeting will be as follows:

1. Apologies;
2. Minutes of the previous Annual General Meeting;
3. Business arising from previous minutes;
4. Correspondence;
5. Secretary's report on previous season;
6. Treasurer's report on previous season;
7. Teams to be entered for forthcoming season;
8. Election of President, Vice-President(s), Secretary, Social Secretary, Treasurer and an Executive Member under twenty-one (21) years of age at the time of election;
9. Executive Committee recommendations for forthcoming season;
10. General Business;
11. Player memberships and levies for forthcoming season;
12. Pre-season Updates.

Nominations for candidates for election as an Office Bearer must be made in writing or via email to the Secretary ([secretary.twcc@gmail.com](mailto:secretary.twcc@gmail.com)) by **Monday, 21<sup>st</sup> August 2023** at the latest.

Each member is entitled to appoint another member as a proxy by notice given to the Secretary **no later than 24 hours before** the time of the meeting. A proxy may be appointed by completing the form attached to this notice.

The minutes of the previous Annual General Meeting are also attached to this notice.

Regards,

David Selvey  
Secretary, Trinity Willison Cricket Club

**APPENDIX 1 – Form of Appointment of Proxy**

I, .....  
*(name)*

of.....  
*(address)*

being a member of  
.....  
*(name of Incorporated Association)*

appoint.....  
*(name of proxy holder)*

of.....  
*(address of proxy holder)*

being a member of that Incorporated Association, as my proxy to vote for me on my behalf at the annual/special\* general meeting of the Association to be held on

.....  
*(date of meeting)*

and at any adjournment of that meeting.

My proxy is authorised to vote in favour of/against\* the following resolution (insert details of resolution)

.....

Signed

Date

\* Delete if not applicable

**Trinity Willison Cricket Club Incorporated**

No. A0027818S

Minutes of the Annual General Meeting

Monday, 22<sup>nd</sup> August 2022

Meeting commenced at 8:00pm over Zoom

**1. Apologies**

- a. Apologies received by the Secretary: Alex Christie
- b. Apologies received from the floor: nil.

**2. Minutes of the previous Annual General Meeting**

- a. Motion to accept the minutes from the previous Annual General Meeting as a true and accurate reflection of the meeting.  
Moved: David Selvey                      Seconded: Andrew Hind  
Motion passed.

**3. Business arising from previous minutes**

- a. Nil.

**4. Correspondence**

- a. David Selvey reported on ECA updates:
  - i. Regular season commencement Oct 1<sup>st</sup>
  - ii. T20 Team of the Season Comp: MacGibbon vs Dunstan: 1 game on turf (Wed 23<sup>rd</sup> Nov), and 1 on Synthetic (Wed 1<sup>st</sup> Feb). And extend this to Wright vs. Burt
  - iii. Endorse and commit to, and sign the “Safeguarding Children and MPP Declaration” for Season 22/23
  - iv. Switching from MyCricket to PlayerHQ the following season 23/24 (not this upcoming one), including all teams doing electronic scoring.
- b. Andrew Hind: Richard Barker has resigned as ECA President. Best wishes to the incoming ECA president. Some minor rule changes voted on at the ECA AGM: The over rate improvement rules did not get up.

**5. Secretary’s report on previous season**

- a. David Selvey reported that the Club paid \$180 total in association fines:
  - i. Seniors fines: \$140
  - ii. Juniors Fines: \$40

**6. Endorsement of latest Child Safety Policy from Cricket Australia**

- a. New Cricket Australia Policy Documents: To be reviewed, discussed and endorsed by the Club.
- b. New policy documents and signed declaration to be uploaded and promoted
- c. Appointing of a Child Safety Officer (Section 9 below)

## **7. Treasurer's report on previous season**

- a. Cal Jackson presented the financial statements as attached in Appendix 2, and made the following comments:
  - i. Overall we are in ~\$5000 loss;
    - o With seniors in profit of \$10k
    - o And juniors in loss of \$15k (due to \$36k spent on uniforms)
  - ii. Gross margin on the bar was down: shall aim to get this back up.
    - o Trying to find someone to act as barman (paid).
    - o A shout out to David Hook for keeping the bar stocked.
  - iii. The Club received significant money from Sponsors and Grants – A shoutout to Jack Graves for all the hard work. This allowed The Club to buy some of the needed equipment, including upcoming spends on BBQ and iPads.
  - iv. The Club is in a generally strong financial position going forward.
  - v. Update on Subs & player memberships upcoming: 1 combined payment (see Section 11 below)
- b. Questions from the floor:
  - i. David Hook: On 1 combined payment: How will this work if I want to play a few (2 or 3) games when in Melbourne. Cal response: Probably a pro rata or equivalent – this will need to be looked at.
  - ii. Sam Jordan: Positive feedback on the single upfront payment. With CPI increases, how will the club recoup costs or maintain a good financial position? Response from Cal: The modelling suggests that the upfront payment will address this. Additionally, junior fees are going up to account for increases in ground hire costs, etc.
  - iii. Peter Cutter: iPad Costs: Is this for new iPads? Exec response: Yes.
  - iv. Tim McKenna: Is there any discount for paying upfront, and committing to a full season? Response from Cal: We will investigate this, and see if the modelling can support it (it might mean an increase if you don't pay upfront)

## **8. Teams to be entered for forthcoming season**

- a. Andrew Hind advised the meeting that the Club would enter five teams in the forthcoming season.
- b. Comments from the floor:
  - i. nil.

## **9. Election of Office Bearers**

- a. President
  - i. Nomination(s) received by the Secretary: Andrew Hind
  - ii. Motion that Andrew Hind be elected as President.  
Moved: David Selvey                      Seconded: Nick Sparks  
Motion passed.
- b. Vice-President(s)
  - i. Nomination(s) received by the Secretary: Tom Patton & Claire Miles.
  - ii. Motion that Tom Patton and Claire Miles be elected as Vice-Presidents.  
Moved: David Selvey                      Seconded: Andrew Hind  
Motion passed.
- c. Secretary

- i. Nomination(s) received by the Secretary: David Selvey
  - ii. Motion that David Selvey be elected as Secretary.  
Moved: Nick Sparks                      Seconded: Andrew Hind  
Motion passed.
- d. Social Secretary
  - i. Nomination(s) received by the Social Secretary: Nick Sparks.
  - ii. Motion that Nick Sparks be elected as Social Secretary.  
Moved: Andrew Hind                      Seconded: Charlie Clark
- e. Treasurer
  - i. Nomination(s) received by the Secretary: Calan Jackson
  - ii. Motion that Cal Jackson be elected as Treasurer.  
Moved: David Selvey                      Seconded: Andrew Hind  
Motion passed.
- f. Under 21 Member
  - i. Nomination(s) received by the Secretary: Charlie Clarke
  - ii. Motion that Charlie Clarke be elected as Under 21 Member.  
Moved: David Selvey                      Seconded: Nick Sparks  
Motion passed.
- g. Chief Medical Officer (CMO) & Child Safe Officer (CSO)
  - i. Nomination(s) received by the Secretary: Paul Sparks
  - ii. Motion that Paul Sparks be elected as CMO and CSO.  
Moved: David Selvey                      Seconded: Andrew Hind  
Motion passed.
- h. General Members
  - i. David Selvey announced the appointment, under s 5.1(g) of the Constitution, of Jack Graves and Tom Graves as General Members of the Executive Committee for the forthcoming season.
- i. Departing members of the Executive Committee
  - i. On behalf of the Executive Committee, David Selvey thanked Mel Norquay and David Hook for their service on the Executive Committee.

## **10. Executive Committee recommendations for forthcoming season**

- a. Andrew Hind:
  - i. thanked all members of the Executive Committee, the five captains, John Graves as returning Head Coach, Carl Dalla Riva as Head of Cricket
  - ii. Already announced (as previously posted) the following appointments
    - Chairmam of Selectors: Kane Cefai
    - Jake Barker as 1<sup>st</sup> XI captain;
    - Alex Christie as 2<sup>nd</sup> XI captain;
    - Liam Wright as 3<sup>rd</sup> XI captain;
    - Peter Cutter as 4<sup>th</sup> XI captain;
    - Anthoni Suresh as 5<sup>th</sup> XI captain.
  - iii. thanked Sammy J for his service as captain of the 4<sup>th</sup> XI.

## **11. General Business**

- a. Andrew Hind: Thankyou's and welcomes:

- i. Reiterate the thankyou to Mel Norquay for her service as Juniors Vice President. Tremendous work over many years. And welcome to Claire as the incoming vice president.
  - ii. Reiterate the thankyou to David Hook for his service as Social Secretary. Great work. And welcome to Nick Sparks for taking on this role.
  - iii. A thankyou to Kane: for his new role as Chairman of Selectors, and
  - iv. A thankyou and congratulations to Anthoni Suresh for being named 5<sup>th</sup> XI Captain.
- b. Andrew Hind: Other updates:
  - i. On New Pavilion: Expecting a Design review next week. Progress is slow but happening.
  - ii. Club room Handover timing to be advised: We will organise a club clean (and transfer of equipment) once we get the keys.
- c. Questions / Comments from the floor:
  - i. Tim McKenna: Where will the teams' grading finish up? Response from the Exec: ECA has advised us that the E-grade competition will end (lack of teams) so our Club teams may find themselves moving up or holding their grade. This is largely up to the ECA so we will have to see where this finishes up. Our preference is to keep our 2's in Burt.
  - ii. Comment from John G: With our 5<sup>th</sup> XI now in D-Grade, our preference is to keep this to 60 overs.
  - iii. Peter Cutter: Will Chris H continue the food supply? This received positive feedback Exec response: Yes.

## **12. Player memberships and levies for forthcoming season**

- a. Cal Jackson advised the meeting that:
  - i. player membership fees & weekly match fees will be combined to 1 upfront payment as follows —
    - \$310 for students/unemployed members;
    - \$420 for employed members. (replacing the previous \$220 membership + \$15 weekly fee)
    - Juniors will continue to pay weekly match fees
    - As reflected in previous questions/comments: this will need to be looked at to see if an upfront discount can be provided

## **13. Date and place of pre-season training**

- a. John Graves:
  - i. Pre-season at Citipower Centre, Junction Oval. Commencing 17<sup>th</sup> Aug 9pm – 10pm. A total of x6 1hr sessions. This will be extended to 5 lanes for the upcoming session.
  - ii. Additional pre-season preparation
    - Sat: Practice match with Laburnum to be organised
    - Sun: IntraClub match practice to be organised
    - Spoke generally about on-field preparations for the forthcoming season.

Meeting closed 8:52pm

## **Appendix 1 – Names of the members attending the meeting**

David Selvey  
Chris Howell  
Tom Graves  
Jimmy Mcaffery  
Tim McKenna  
Andrew Hind  
Cal Jackson  
Charlie Clarke  
Claire Miles  
David Hook  
Sam Jordan  
David Boyd  
Ryan Boyd  
Jack Graves  
John Graves  
Jake Barker  
Michael Sparks  
Nick Sparks  
Paul Sparks  
Peter Cutter  
David McKenna  
Tom Clarke  
TA Walker

## Appendix 2 – Financial statements submitted to the members

### Profit and Loss

Trinity Willison Cricket Club  
For the year ended 30 June 2022

2022

#### Trading Income

Bar Revenue - Snr	20,098.35
Catering Revenue - Snr	3,578.40
Equipment Revenue - Jnr	500.00
Fundraising - Jnr	688.72
Fundraising - Snr	838.73
Grants - Jnr	3,845.80
Grants - Snr	1,250.00
Interest Income - Snr	14.36
Match Subs - 1st XI	2,022.78
Match Subs - 2nd XI	1,521.76
Match Subs - 3rd XI	2,247.70
Match Subs - 4th XI	2,085.23
Match Subs - 5th XI	2,125.52
Merchandise Revenue - Jnr	12,207.46
Merchandise Revenue - Snr	3,422.60
Pig Revenue	2.00
Registrations - Blasters	1,656.00
Registrations - Girls	1,375.43
Registrations - Snr	10,719.81
Registrations - U10s	7,649.67
Registrations - U12s	12,493.19
Registrations - U14s	7,450.37
Registrations - U16s	7,616.63
Registrations - U18s	2,941.65
Specialised Programs - Jnr	2,790.00
Sponsorship - Jnr	9,699.00
Sponsorship - Snr	11,833.47
<b>Total Trading Income</b>	<b>132,674.63</b>

#### Gross Profit

132,674.63

#### Operating Expenses

Accounting - Jnr	609.90
Accounting Fees - Snr	120.20
Association Fees - Jnr	1,420.00
Association Fees - Snr	500.00
Bank Fees - Jnr	3.80
Bank Fees - Snr	10.25
Bar Purchases - Snr	13,768.98
Catering - Snr	4,343.80
Cleaning - Jnr	704.00



Profit and Loss

	2022
Cleaning - Snr	1,298.00
Coaching - Head Coach - Jnr	3,520.00
Coaching - Snr	8,280.00
Coaching - Training Assistants - Jnr	6,365.00
Coaching - U10s	4,585.00
Coaching - U14s	750.00
Coaching - U16s	270.00
Donations - Snr	541.41
Equipment - Training & Other - Jnr	12,614.78
Equipment - Training & Other - Snr	1,320.20
Fines - Jnr	40.00
Fines - Snr	140.00
Ground Rental - Jnr	8,135.67
Ground Rental - Snr	3,378.83
Indoor Training - Snr	1,720.00
Liquor Licences - Snr	575.34
Match & Training Balls - Jnr	8,978.00
Match & Training Balls - Snr	8,280.50
Meeting Expenses - Jnr	14.20
Meeting expenses - snr	46.75
Presentation Night - Snr	310.09
Repairs & Maintenance - Jnr	95.94
Repairs and Maintenance - Snr	1,169.12
Trophies - Jnr	1,796.60
Trophies - Snr	1,319.72
Umpires - Jnr	1,287.50
Umpires - Snr	3,660.00
Uniform Purchases - Jnr	35,730.20
Uniform Purchases - Snr	407.40
Utilities - Snr	150.00
Website - Snr	46.50
<b>Total Operating Expenses</b>	<b>138,307.68</b>
<b>Net Profit</b>	<b>(5,633.05)</b>

### Appendix 3 – Certification of the submission of the financial statements

#### Submission of financial statements to annual general meeting – incorporated associations

*Associations Incorporation Reform Act 2012*

Sections 94(3), 97(3) and 100(3)

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I, David Selvey being a member of the committee of the  
Trinity Willison Cricket Club certify that –

“I attended the annual general meeting of the Trinity Willison Cricket Club,  
held on the 22nd August, 2022 and the financial statements of the  
association for the financial year ending on 30 June 2022 were  
submitted to the members of the association at that general meeting.”

Signed: 

Date: 23rd August 2022

## Appendix 4 – Certification of the accuracy of the financial statements

### Schedule 1 Regulation 15 Form 1

*Associations Incorporation Reform Act 2012*

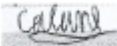
Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

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#### **Annual statements give a true and fair view of financial performance and position of incorporated association**

We Calan Jackson and David Selvey being members of the committee of the Trinity Willison Cricket Club certify that –

“The statements attached to this certificate give a true and fair view of the financial performance and position of the above named association during and at the end of the financial year of the association ending \_\_\_\_\_.”

Signed: 

Date: 24/08/2022|

Signed: 

Date: 24/08/2022