

Challenge Cancer Through Adventure

11th Annual General Meeting

Tuesday 15th March 2016

Minutes

Present were: Toby Rhodes, Heather Lounds, Corinna Lincoln, James Drydale, Darren Oliver, Sally Eaves, Sharon Oliver, Clare Dyson, Sarah McDonald, Anthony Ball, Dominic Swire, Paul Richardson, Lorna Smith, John Holliday, Leah Groom, Martin Horton, Tania Sanders, Diane Smith

Apologies received from: Jenny Joy-Matthews, Mat Heason, Rab Carrington, Morag Pepper, Andie Brazewell, Kat Adam, Jane Brimble, Dave Matthews

Introductions and welcome

Toby Rhodes (Chair) welcomed and thanked the attendees for coming to the 11th Annual General Meeting of Challenge Cancer Through Adventure.

Unfortunately, Morag Pepper, who had successfully completed the West Highland Way, had to pull out of presenting at the meeting at very late notice. She sends her apologies and thanks and hopes that she can attend next year.

Presentations

Paul Richardson and Dominic Swire introduced their project to make a video of forthcoming challenges. Two challenges are taking place this summer.

Paul stated that through the video project, he wanted to promote the charity in a way not done before. The video would hopefully show the difficulties faced by the challengers, providing an inspirational story for people. We hoped that this would inspire other people.

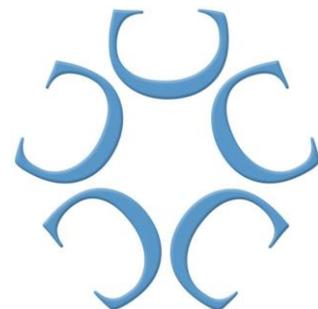
Toby introduced the husband of one of this summer's challengers, Eva. Eva and her husband will be walking the South West Coastal Path in Cornwall. They plan to walk up to 10 miles every day. Eva is seen in the video prepared by Paul and Dominic describing her challenge.

Claire C. also features in the video project discussing the high level Haute Route trek she is undertaking, finishing at Zermatt. In the video, Claire stated that this time last year, she could not even walk her children to school.

The videos of Claire and Eva were very well received.

Minutes of last meeting

The minutes of the 10th Annual General Meeting of 17.03.2015 were accepted as a true record. Toby and Heather Lounds signed.



Matters arising

There were no matters arising from the minutes of the 10th Annual General Meeting of 17.03.2015.

Report from the Chair

Toby Rhodes gave the report from the chair for the year 2015-2016. Report appended.

Report and accounts from Treasurer

Paul Richardson read out Kat Adam's report. Accounts validated by Tony Ball, who was present. Report appended.

Appointment of Auditor and Auditor's remuneration

Tony Ball kindly agreed to audit the accounts for the year 2016 to 2017. His remuneration was approved at £125.00. Clare Dyson proposed this motion and Toby Rhodes seconded.

Appointment of Trustees

Katrina Adam, Toby Rhodes, Andie Brazewell, Corinna Lincoln, Clare Dyson and Paul Richardson were proposed as Trustees and were unanimously re-appointed. James Drydale, Diane Smith, Sally Eaves and John Holliday were proposed as Trustees and were unanimously appointed.

Diane Smith, Sally Eaves and John Holliday introduced themselves and indicated their reasons behind their interest in becoming Trustees of the charity, and how they could help.

All of the other Trustees present also introduced themselves, describing their interest in the charity.

Appointment of Officers

Chair: Toby Rhodes

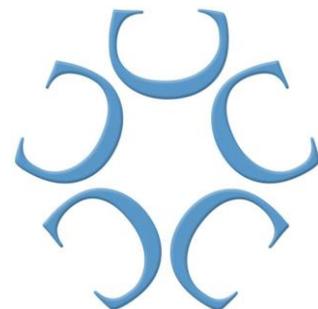
Treasurer: Kat Adam

Secretary: Diane Smith (as Heather Lounds was stepping down from the role of Secretary and of Trustee)

All were unanimously appointed following being proposed by Clare Dyson and seconded by Corinna Lincoln.

Votes of thanks

Toby gave votes of thanks and tokens of appreciation to Heather Lounds who was stepping down as Secretary and as a Trustee of the charity this year. Sally was thanked for her hospitality at the Grouse and given a bouquet of flowers. The Trustees were thanked for their commitment and contributions over the last year. Tony Ball was thanked for auditing the accounts. All Trustees were thanked and given a token of appreciation. Leah Groom was thanked for her social media contribution. Paul Richardson and Dominic Swire were thanked for their work on the video project.



Members proposed motions

None.

Any Other Business

Additional Bank Signatories:

Corinna Lincoln and Diane Smith. Unanimously carried.

Cliffhanger (9 and 10 July 2016):

30,000 people footfall. This year, in the City Centre in multi venues. The best place to be will be Devonshire Green. The event should attract a greater variety of people than in the past. Toby is away that weekend. We spoke about the need for volunteers to assist. John Holliday offered to assist with putting up the stand and taking it down.

Derwent Dambuster (16 April 2016):

The 2016 Dambuster trail race event sold out in just over 2 hours!

Lorna Smith spoke about the marshals. She has been assisted by Dave and Mick Earle. We are mostly covered for marshals and volunteers, but we could do with 3 more car parkers.

Toby spoke about the first aid incident at the 2015 Dambuster. Our safety procedures have been reviewed and updated. Toby spoke about how well regarded the event is, including the legendary cake stall. Runners World has given glowing praise for the event. However, Trustees are concerned that the charity has become slightly divorced from the Dambuster event. We could do with emphasizing the work of the charity but we are conscious of not substantively altering the character of the Dambuster, which remains incredibly popular.

Instagram:

An Instagram account will be set up, a photo-sharing site.

Chesterfield Hospital new Cancer Centre:

We have been invited to the opening in October/November 2016.

GPs in Chesterfield:

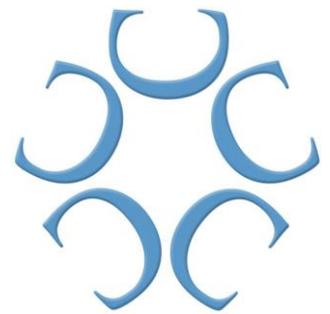
Toby spoke about using contacts to get leaflets into Doctors' surgeries.

Poster Auction:

Discussion about how these posters should be auctioned or raffled, to use as a publicity event for the charity.

BMC Website:

Toby spoke about how the BMC has provided funds for outdoor challenges to be carried out by people with cancer. Advice provided by Toby and suggestion of collaboration.



Heather Lounds:

Heather, in stepping down as Secretary and as Trustee, stated that she has greatly enjoyed her time being involved in the charity. It is a great charity. She congratulated Toby Rhodes for all of his selfless and untiring work.

Time and date of next AGM

It was agreed that this would take place at 7.30 pm on 14 March 2017 at the Grouse Pub.

CCTA 2016 Chair's Report

This is our 11th AGM ... Welcome to all and thank you for continuing to support Challenge Cancer Through Adventure. With your help and support, and the support of many others not able to be here tonight, we are continuing to run the charity as a volunteer-led organisation.

Firstly I would like to talk about our challengers ...

Following a couple of years of very low applications for support, we have seen a small increase in applications over the past year ... The Trustees have considered and approved 4 challenge applications, although only one has been completed – Morag's West Highland Way walk ... 2 more are scheduled for this summer – Claire & Eva who you saw on the video project earlier.

Although this remains a low overall number of applications for support, we are encouraged that there have been several other informal enquiries that have not so far progressed to a formal application.

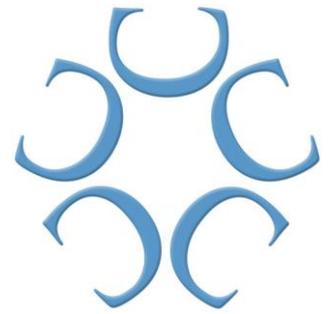
And now to fundraising ...

The adventures that we support are made possible through the money raised by and for Challenge Cancer Through Adventure, and also through the time and expertise kindly provided by our supporters, Trustees and many friends. To all of these people – we extend

our heartfelt thanks. We also thank our challengers for providing entertaining and inspiring stories and pictures, which get featured on our website, Facebook site and in our e-newsletter.

We have continued to both raise money through events and donations, and to spend money on challenges. You will hear the details of this in a moment. I would like to acknowledge in particular the financial support in the form of ongoing donations from our friends and supporters, including long-time supporter Michael Gowdy.

On 18th April 2015 we held the 10th anniversary Dambuster event. This is our main fundraising event for the year. The Dambuster event remains hugely popular ... in 2015 the trail race sold



out in just over 6 hours, and this year it sold out in an incredible 2 hours and 15 minutes! Huge thanks once again to Martyn Maltby as Race Director, Dave Kidd for leading and organising the volunteer Marshals and Jenny Joy Matthews for organising our legendary cake stall. And a thanks to all of the other 30 plus volunteers without whom this iconic event would not be possible

Both Martyn and Dave have stepped down from their leading roles in organising the Dambuster, but remain involved in the background, helping new Race Director Keith Hague and Marshal Coordinator Lorna Smith pick up the reins in 2016.

Publicity Activities

As part of our drive to publicise the charity, we have worked hard this year to develop new and nurture existing friendships, including with:

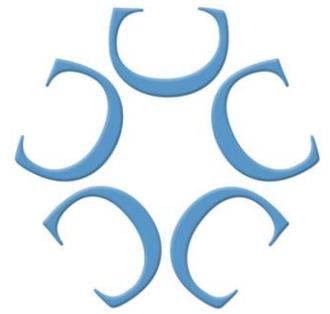
- Weston Park Hospital Charity
- Cavendish Cancer Care ... building a strong and mutually supportive relationship
- Clic Sargent
- Chesterfield Hospital cancer unit
- Active Everyday (at SHU)
- Sheffield Cancer Support Centre
- Cancer Survivorship Initiative (based at Weston Park Hospital)
- Sheffield University Volunteers

One of the ways that we reach out to our community is by attending outdoor-related events. Here are some of the things we have been up to ...

- March 2015 & 2016: ShAFF ... Many thanks to our patron Matt Heason for inviting us to exhibit a ShAFF again.
- In July we were at Cliffhanger ... many thanks to Corinna for organising and leading our attendance at this event
- In September we exhibited a 3-day International Adventure Conference at Sheffield Hallam University.
- Also in September, we had a small stand at the Big Shakeout event at Thornbridge ... a family outdoor event
- In November ... we supported the Cavendish Cancer Care fun run in Sheffield
- Nov/Jan/Feb ... Buxton Adventure Festival ... evolved into a series of evening lectures / films. Thanks once again to Matt for our standing invitation to this ... it is a great opportunity tell more people about CCTA

Other promotional activities have included:

- New leaflets, posters, pop-up banners (in March 2015)



- Ongoing online publicity via Facebook: (many thanks to Leah Groom, a CCTA volunteer and student at Sheffield University for looking after our Facebook page)
- Ongoing online publicity via Twitter: Corinna has done a fantastic job with our Twitter account
- More active recording and sharing of our activities on the News pages of our website
- In October we sent out our e-newsletter
- And in January, we commenced our video project (that you have seen a sneak preview of this evening) ... many thanks to video journalist Dominic Swire & our own Paul Richardson... and to challengers Eva and Clare for agreeing to participate in this project.

It feels like our efforts over the past year to more widely publicise the charity are beginning to bear fruit. However, despite progress on this front, we can, and will do more – it is a sobering fact that there are over 5000 people in our region living with cancer.

On a sadder note ...

There have been some sad moments during the year too that we should acknowledge ...

In June, Graham Sillis, a recent CCTA challenger, who told us his story at last year's AGM sadly died. And in October there was the tragic & untimely death of Graham Jones following a cycling accident. Graham was a long-time supporter and great friend to CCTA right back to the conversations that led to the founding of the charity.

Our hearts go out to Tania and her family and Gill and her family – I'm sure you will all join me in sending them our very best wishes.

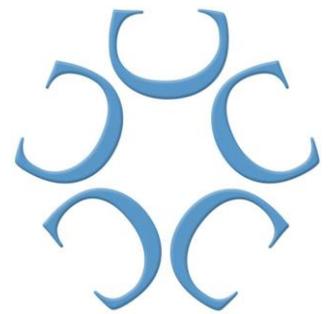
Governance

Our patrons Rab Carrington and Matt Heason have continued to support us throughout the year, for which with we are very grateful.

Many thanks to all Trustees, who all helped in various ways at different times, applying energy, commitment and variety of skills.

During the year, Keith Hague stepped down as a Trustee, but continues to actively support the charity, as the new Race Director of the Dambuster event. Thank you Keith.

Heather Lounds is now leaving the Trustee board, having been first a challenger, and subsequently not only a Trustee but for the past couple of years has taken on the role of Secretary to the charity. Heather has been a great asset to the charity, and her business skills, energy, common sense and good humour will be sadly missed. So a huge "Thank You" to you, Heather.



However, we are pleased to welcome 4 new Trustees ... bringing new energy, ideas and skills into the charity.

James Drydale joined our Trustee board part way through the year, and we extend an especially warm welcome to Diane Smith, John Holliday and Sally Eaves who are standing for election to the Trustee board this evening.

Finally, a huge thank you to all of you for attending this evening and continuing to support us. Please do continue to help us publicise the word about Challenge Cancer Through Adventure in our region and help us to support more people living with Cancer or life-threatening illnesses.

CCTA 2016 Treasurer's Report

I'd like to thank Anthony Ball once again for validating our accounts. If he is willing I propose to retain his services once again. As Toby has mentioned this year has been a year of consolidation and development, allowing us to bed-in some of the changes from last year.

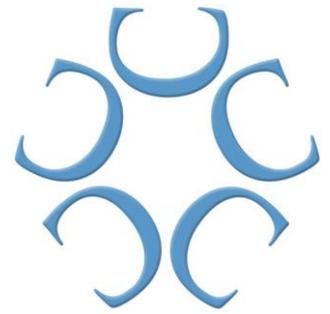
On the 31st December our current account had a balance of £9,479.91 and the COIF account £44,209.34. Income for the year was £4,204.41 and expenditure £2,973.11, resulting in a surplus of £1,231.30. This is smaller than previous years, and is primarily due to a reduction in income from general donations.

Income

The Derwent Dambuster is well established as our largest fundraiser and generated an income of £3,667.82 this year. Entry fees contributed £3,420.00 while £247.82 was raised in sponsorship money or donations on the day, with donations providing the larger share. While the Dambuster remains an unequivocal success, with each successive year of the Dambuster fewer entrants raise sponsorship money. Indeed, some entrants were not aware of the Charity at last year's event – the race is now a fixture in the calendar with its own merit beyond the charity aspect. Due to the relative lack of sponsorship income the trustees decided this year to increase the entry fee to £20. We hope to be able to re-emphasise the importance of sponsorship as part of our annual fundraising in this and coming races.

Aside from the Dambuster, other received donations were limited this year, with £288.11 raised through regular donations and donations from MyDonate. These can be seen in detail in the full accounts.

Expenditure



A larger proportion of our expenses this year were split between administration, publicity and a single challenge. Dambuster expenses were slightly larger in 2015 reflecting some of the 10th anniversary expenditure. We decided to change our events insurance policy to extend cover to our volunteers when they are supporting our events; this and other admin expenses totalled £657.50. Publicity costs were higher this year but included the new promotional material and attendance at Cliffhanger. Last but not least we were very glad to be able to support Morag's challenge which she has described this evening. Specific expenditure amounts are available in the detailed accounts.

I'd like to add my thanks to Toby's for everyone who has supported us this year, in particular to those who have spent time distributing our new publicity materials, which alongside the increased social media presence are really beginning to generate new enquiries. Finally I'd like to thank Sally for her continuing support for the AGM, letting us use this room and providing our refreshments, thank you.