

Minutes of the AtLAS AGM – 12:30pm 30th September 2019

Held in Room G/01, Antares Building, Adastral Park

Present: -

Name	Club/Society
Carl Chittock	Chairman AtLAS
Ian Read	Vice Chairman AtLAS
Steve Willett	Treasurer AtLAS
Darren Barnes	AtLAS Support Role - Notes
Jeff Higgott	Photographic Club
Chris Hawes	Photographic Club
Tim Lennard-Jones	Sailing Club
Will Loggie	BUG
Chris Hatch	Twinning Association
John Patterson	Karate Club
Glyn Chaplin	Karate Club
Paul Whiting	BT AtLAS Social Club
Dave Johnson	Woodbridge Badminton Club
Andrew Double	Tennis Club
Dave Wisely	Keep Fit Club
Chris Ormston	Leopard Basketball
Adrian Pettitt	BodyTalk Gym
Amy Pettitt	AtLAS / BodyTalk Gym Member
Gwyneth O'Brien	Pilates
Barry Stuckey	Table Tennis

(Total 20)

Chairman's Welcome.

Round the table introductions took place and then Carl welcomed everyone to the meeting and thanked them for taking the time to attend.

Apologies

Apologies were received from:

Paul Bowman – Photographic Club

Minutes of Last Meeting

The minutes were proposed by Glyn Chaplin, seconded by Paul Whiting and agreed unanimously.

Actions from Previous Meeting

1) **AP1** - AtLAS to email all clubs regarding the process for setting up their mini-site-
ONGOING.

2) **AP2** - Ian to investigate if there are any other offerings Paul McClean is able to extend to
AtLAS – **CLOSED.**

Ian explained that he had investigated the offering but there is currently not anything that
AtLAS could benefit from, but he will continue to check in the future. – **CLOSED.**

3) Adrian Butcher suggested it might be worth exploring a link with the Civil Service
nationally to further the AtLAS offering.

AP 1 (2018) AtLAS Committee to investigate this option.

Carl explained that he has spoken to contacts within the Civil Service and there is not going
to be any offerings that AtLAS could link with. - **CLOSED.**

4) Andrew Mann raise some issues regarding the cleaning in the Sports Hall.

AP 2 (2018) - AtLAS to report issues to BTFS and enquire about a deep clean.

Carl confirmed that AtLAS have reported the issue to BTFS, (now CBRE) and that any future
issue should be reported to AtLAS so they can be raised as part of the monthly committee
meeting which they, a CBRE representative, attends. - **CLOSED**

OFFICERS' REPORTS

CHAIRMAN (Carl Chittock)

AtLAS Chairman Report – 2019 AGM 30th September 2019

- Another year of Membership Growth – membership 1774
- 2018/19 Grants Round completed - £6380.42
- ARCs Affiliated Plus AP Indoor Flying Club Set Up & Affiliated
- Initiated Adastral Park Guided Walks
- Amendments To The AtLAS Constitution
- Cineworld Offers and Ipswich Regent Partnership
- Supported Adastral Park Sports Day
- Good Relationship With Senior Members Of Site Management
- Invested In A Table Tennis Table For Site Use – proving incredibly popular
- Leisure Development Plans Ongoing

TREASURER (Steve Willett)

AtLAS Treasurers Report – Financial Year 2018-19

To be read in conjunction with the AtLAS Financial Summary 2018-19.

Hi, my name is Steve Willett and I volunteered to take over the Treasurer's duties on the resignation of Julian Gant after last year's AGM. I was therefore co-opted onto the committee soon afterwards. I started in earnest in late November after meeting with Julian. Overall AtLAS Income rose to £174.6k, a rise of £5.7k.

Subscriptions for the year were £170.6k. This amounts to a year on year increase of £4.2k, which can be attributed to a rise in Members.

Payments to Bodytalk Gym were £135.7k, a slight decrease of £4.3K; due to only 12 payments made in this financial year whereas 13 were paid last year (see last year's accounting notes) Average monthly payments to the gym are £500 higher this year than last reflecting an increase in gym membership.

Interest has been slightly this year at £292 and should increase further as more money has been put in deposit accounts recently and the Ipswich Building Society account has been switched to a more lucrative interest rate.

APSC are continuing to repay their 10 Year Loan of which there is an outstanding balance as at 31 March 2019 of £6.7k, having paid 4 amounts of £526.

Club Memberships have increased to £2.7K from just under £1k for 2018/9.

The amount distributed in Grants to AtLAS affiliated clubs and societies during 2018-19 was just over £5k. Grants were distributed to Woodbridge Badminton Club £1152, Adastral Park Sailing Club £2,268, and BT Research Cricket Society £474, Leopards Basketball £965 and BT Keep Fit club £227.

The 2018-19 Income vs Expenditure has resulted in a net gain of £9.9k, compared with a net loss of £(3.6)k in 2017-18. The Balance Sheet, which shows AtLAS's worth at the end of the financial year is £177.7k.

Once again, the finances of AtLAS remain sound. The Executive Committee believe this is likely to remain the position, given current income and expenditure commitments during 2018-19.

The cash reserves maintained by AtLAS remain important for funding requirements connected with AtLAS's role that is anticipated will arise from Adastral Park future developments.



AtLAS 2018-19
Financial Statement.pdf

Kind Regards
Steve Willett
AtLAS Treasurer
20 August 2019

The accounts in their current format were accepted; proposed Adrian Pettitt and seconded by John Pattinson. If there are changes once audited members will be notified.

Election of Officers:

All 3 members of the committee were re-elected to their current posts,

Carl Chittock – Chairman

Ian Read – Vice Chair

Steve Willett – Treasurer

Proposed by Paul Whiting and seconded by Chris Hatch.

Matters for Discussion

1) Changes to AtLAS Constitution

Addition to Affiliated Club Requirement.

Ian raised that Affiliated clubs will need to be at a minimum of 50% Full AtLAS membership or be able to clearly demonstrate their plan to reach this requirement.

As the demographic is dramatically changing onsite, more graduates, apprentices & Innovation Martlesham companies, it was suggested that clubs should now find it easier to recruit new members who are also site employees.

A few club representatives raised that this might be an issue for their individual club, the committee agreed to look at individual cases, but it might be that the Associated option would be better for these clubs.

2) Access for retired / ex-employee guests.

Ian highlighted that after agreement at a meeting with BT Physical Security & Adastral Park Site Management, any retired/ex-employee of an Adastral Park based company who has continued their AtLAS membership, will now be able to book guests onsite.

Ian also raised the change to the way in which retired/ex-employees can retain their Full AtLAS membership status.

Previously membership needed to be continuous on leaving Adastral Park employment, but it is now possible for retired/ex-employees to join up to 6 months from their leaving date and retain their Full membership status.

AOB

1) Ian Read updated all at the meeting that as the AtLAS committee could soon all be ex-BT employees, investigations are being made to update the systems for life after BT. The AtLAS website will be reviewed and moved to a new hosting provider and cloud storage will be used to store documents securely now they are no longer on the BT servers.

2) Barry Stuckey raised an issue the Table Tennis Club had previously had regarding guest passes not having been issued by reception for an away team and wondered if other clubs had experienced similar issues?

Other clubs in the room had not experienced this issue and confirmed the new system was working well for them.

Ian advised all clubs to use the online booking form and not to assume passes have been arranged until confirmation has been received from the main reception.

3) Adrian Pettitt mentioned that it had taken over a year to get the BodyTalk Gym kit PAT Tested due to issues with CBRE.

Carl advised that when issues with CBRE arise, clubs should contact Tony Woodward directly.

4) Tim Lennard-Jones asked why some AtLAS members are getting some emails/newsletters and others are not.

Ian explained that due to the GDPR preferences expressed by individual members, opt-in or opt-out of the promotional mailing list, only those who opted-in receive the promotional emails and then everyone should receive the Administration emails.

Tim asked if it was possible to change individual members preference.

AP 1 (2019) - Ian agreed to provide another opt-in / opt-out preference option in a future newsletter.

CLOSE

Carl thanked everyone for attending and closed the meeting.

The meeting closed at 13:30.

END.