

Guiseley Juniors Football Club

2025/26 Annual General Meeting - Minutes & Actions



Date & Time	Wednesday 17th June 2026 - 7.00pm via Zoom
Attendees:	Chris Spargo (Chairman), Mark Stitson (Treasurer, U18 Orange, U15 Girls White), Sam Bicheno (Club Secretary, U10 Yellow, U12 Yellow), Kevin Harrison (Head Coach, Girls & Boys Development Squads, Lionesses 1sts & Development), Richard Owen (Registration Secretary), Andy Craddock (Girl's Secretary, U17 HQ Red), Heather Warwick (Waiting List Coordinator), James Todd (Chairman - Elect), Peter Anderson (U7 White), Rob Thacker (U7 Blues, U9 Green), James Izzard (U7 Orange), Toby Foster (U7 Orange), Scott Firth (U8 White), Chris Riley (U8 Blue), Alex Broadhead (U8 Orange), Ben Mallinson (U8 Yellow), Nick McCarthy (U8 Green), Adam Jackson (U8 Lionesses & Tigresses), Gareth Robinson (U9 Orange), Gavin Phillis (U9 Blue), Tom Mason (U9 Yellow), Jamie Wardman (U9 White), Jeremy Zorilla (U9 Lionesses & Pantheresses), Edward Cockcroft (U9 Tigresses), Matt Wilks (U10 Lionesses), Andreana Cowell-Smith (U10 Thunder), Mark Laine-Toner (U10 Lightning), Andy Carlton (U10 Blue), Oliver Bache (U10 White), Paul Meakin (U11 Orange / U14 Girls Yellows), Matt Vosper (U11 Lionesses), Adie Wormersley (U11 Tigresses), Peter Harrison (U11 Yellow), Ricky Longbottom (U11 Blue, U11 White), Kylie Horne (U12 Lionesses and Tigresses), Matthew Birkenshaw (U12 Blue), Ben Pierce (U12 Orange), Reece Francis (U12 White), Mark Levine (U13 Lionesses), Josh Padgett (U13 Green), Ben Marquand (U13 White), Robert Foster (U13 Black), Ste Huntley (U13 Galaxy), Mark Bentham (U14 Girls Blue), Claire Ripley (U14 Girls Yellow), Nick Duerden (U14 White), Neil Clappison (U14 Yellow), Andrew Smith (U14 Blue), Dean Grant (U15 Orange), Steve Goldthorpe (U15 Blue), Andy Whelan (U16 Yellow), Nick Silcock (U16 Lionesses), Niels Kroon (U17 Green), Matt Darlington (U17 HQ Blue)
Apologies:	Lucy Doherty (Child Welfare Officer), Ashley Hewitt (U7 Yellow), Rob Glenwright (U7 Lionesses), Karl Robinson (U8 Green), James Elliott (U10 Orange), Steve Hiley (U13 Blue), Duncan Randall (U13 Yellow), Dan Spiers (U15 White), Ian Woolford (U16 Orange), Justin Chadwick (U16 White), Phil Tierney (U18 Lionesses)

Item	Heading	Key Points	Action	Owner
1.	Welcome & Chairman's Report	<ul style="list-style-type: none"> Chris Spargo welcomed all the attendees and declared the AGM open He congratulated all teams on completing the season, thanked everyone for their efforts in volunteering and in making the Club what it is today. Chris confirmed his intention to step down as Chairman after 18 years. Chris covered the Club's previous attempts at establishing a permanent home - High Royds was curtailed due to covid. The opening of Guiseley School has been Chris' main focus in recent years and is now complete. A replacement pitch at St Mary's is guaranteed but is likely to be 2 more years. Once this is in place, it should unlock much needed extra AWP capacity in the community. Chris thanked the Committee past and present and stated his belief that the Club is in very good hands for the future. 		

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2.	Secretaries Report	<ul style="list-style-type: none"> Sam Bicheno thanked Chris Spargo for all his efforts as Chairman, his impact on the Club has been enormous and he will be sorely missed. Sam reiterated the importance of training compliance, highlighting that we are in an excellent position as a Club - this makes administering several aspects of the Club significantly more straightforward, such as our FA accreditation and team affiliations Sam provided an update on affiliations and league entries for the 2025/26 season: <ul style="list-style-type: none"> All teams have been successfully affiliated for the new season. League entries are underway and are complete for those leagues whose renewal windows have opened. Sam discussed the various ways in which the Club has distributed matchday tickets to members. Uptake had been excellent and we would look to do more next season. Sam encouraged everyone to take up Guiseley AFC's offer of free season tickets for U14 players and below, and also half price season tickets for coaches, the Women's team and their families. Sam gave his thanks to all the departing managers and coaches and wanted to recognise the incredible role all our volunteers play in supporting the Club. Sam mentioned the challenges in the season with the Craven, Aire and Wharfedale League, hoping these were now overcome. We would just need to see the extent of any impact in the age groups affected by the Future Fit Changes. Finally, Sam raised the need for more volunteers to take over from John Standhaven for the Boys Pitch Allocations. We need more as the plan is to split the work out by format to make the task more manageable. 	<p>Share Google Forms to apply for Player and Coach season tickets at Guiseley AFC.</p> <p>Additional volunteers are needed to support the Boys Pitch Allocations</p>	<p>Sam Bicheno</p> <p>Anyone able to volunteers to contact Sam</p>
3.	Head Coach's Report	<ul style="list-style-type: none"> Kevin Harrison congratulated all managers, coaches and teams on completing another season - there have been many successes with District Cups, League Cups and League titles but enjoyment remained the most important thing. Kevin highlighted the combined U4's and U5's session had been excellent this year, with a group of great parent helpers, but more volunteers would enable us to further expand this session. Kevin also mentioned the U6's and we are in the final stages of establishing 4 boys teams and a girls team for next season. Kevin mentioned: <ul style="list-style-type: none"> We have a brilliant group of parents and coaches and they have been proactive in arranging friendlies in order to be prepared for next season playing 3v3. Something which we will have to build our understanding of as a Club, but which offers great development opportunities for players. 	<p>Anyone interested in helping to coach the U4/5 to get in touch with Kevin Harrison.</p> <p>Anyone interested in playing Open Age Men's football please contact Kevin Harrison.</p>	<p>All</p> <p>All</p>



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		<ul style="list-style-type: none"> Kevin thanked Rob Glenwright for his brilliant work in establishing the current U7 Girls, building a group of 4 or 5 into what will be two teams. Kevin also covered the progress being made on Open Age teams: <ul style="list-style-type: none"> The 2 women's teams enjoyed fantastic success and won their respective leagues. The first team also won the County Trophy. The Club would also be entering an Open Age Men's team into the Yorkshire Amateur League next season for the first time. The team is open to all, so please get in touch if you would be interested. Kevin mentioned the managers and coaches who were departing the Club and that unfortunately a small number of teams had or were expecting to fold. He reiterated that support was available from the Club to help teams continue, but Managers engaging the Club early made this much easier. Kevin highlighted that streaming remained a frustration for some teams, but reiterated that where it is done, and done right, the benefits it brings are significant. Finally, Kevin also highlighted the role of the Wharfedale Grassroots Academy (WGA) in providing additional good quality coaching to members, but that feedback on the WGA would be useful in guiding how to improve it going forwards. 		
4.	Registration Secretaries Report	<ul style="list-style-type: none"> Richard Owen provided an update on registrations. The Club had a record year and reached 941 players. 13 had since left, giving us 928 confirmed members as of 6th June. Richard advised this includes 578 Boys and 363 Girls, almost exactly a two-thirds to one-third split and a 5% increase on last season. Richard highlighted that registrations opened on 17th June, shortly after last year's AGM, and by 31 July we had processed 79% of memberships. This increased to 89% by 31 August. Richard thanked everyone for their efforts to ensure the prompt registration of players last summer and asked for their support in doing the same again this summer - registering so many players is a very large task and starting early is key to ensuring teams are ready to start playing at the start of the season. Richard thanked Briony Keaney for her support in processing registrations this year and this should be a big help in the summer. Richard reminded everyone to use the waiting list, noting there had been no issues in the year. Heather Warwick continues to support and will help coordinate. Andreana Cowell-Smith asked a question regarding financial support to parents. Richard responded that support is available to those that need it in terms of split or 	<p>2026/27 Registration Form to be released</p> <p>Managers to ask members to register and pay as early as possible</p>	<p>Richard Owen</p> <p>All</p>

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		reduced payments. Each is assessed on a case by case basis, but if any parents are struggling, please put them in contact with either himself or Mark Stitson to agree a payment schedule.		
5.	Girl's Secretary's Report	<ul style="list-style-type: none"> Andy Craddock gave an update on girls teams in the year. Andy congratulated several teams on their successes in the year He noted that teams had generally been settled in their respective leagues and he was not expecting any movement. Andy advised that he was looking to step down as Girls Secretary, but was willing to stay on until a replacement is found and then to support them. 	Any potential volunteers to take on the role of Girls Secretary to speak to Andy Craddock	All
6.	Treasurer's Report	<ul style="list-style-type: none"> Mark Stitson provided an update on the Club's finances. The key points to note are: <ul style="list-style-type: none"> The Club recorded a deficit of £105,000 in the year, however, this reflects the £125,000 contribution towards the pitch at Guiseley School on top of the £25,000 contribution made in the previous financial year. Excluding this the Club generated a surplus of c.£21,000. Income in the year was c.£200,000, mostly through membership fees and sponsorship Mark highlighted the c.£4,500 rebate the Club received from Pendle thanks to our use of the Club Shop - a record amount. Mark advised that cost pressures continue to be a challenge but the Club continues to have negligible administrative costs thanks to everyone's voluntary efforts which helps to keep costs to a minimum. Overall the Club continues to be in a healthy financial position which enables us to invest where opportunities arise. Mark asked that all managers return any equipment requests as soon as possible so a bulk order can be placed with Pendle and everything ready to collect in August. Mark reminded everyone on the importance of following the Club's kit process to ensure rebate income from Pendle is maximised. Mark also reiterated that early completion of memberships, and prompt payments, is hugely beneficial to the Club and ensures everything is ready for the new season. Mark confirmed that the training slot schedule would be released in July once all venues have confirmed next year's lettings. <ul style="list-style-type: none"> The default position is for teams to remain in their existing slot wherever 	<p>Equipment Requests to be raised and with Mark Stitson by the end of June</p> <p>All teams to continue following the Club's kit process</p> <p>Mark to share the 2026/27 Training Slots in July</p>	<p>All</p> <p>All</p> <p>Mark Stitson</p>

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		<p>possible, but some movement is always required.</p> <ul style="list-style-type: none"> • Mark asked that if anyone has any acute issues, please advise either himself or Sam Bicheno as soon as possible so it can be factored in where possible. • Ben Mallinson asked about the likely new slot for the U8's who would be moving from a Saturday morning. • Mark advised the U8's to let him know what days the teams can't do. <p>• Mark advised that pre-season training slots would again be made available to those who wanted them. A form will be shared in due course to ask with some provision likely to be available in the second half of August.</p> <p>• Finally, Mark thanked Chris Spargo again for all his great work and brilliant support over many years.</p>		
7.	Child Welfare Officer's Report	<ul style="list-style-type: none"> • In Lucy Doherty's absence, Sam advised that the Club had no child welfare related referrals but that there had been a big increase in poor conduct reports. • Sam highlighted the importance of referring matters early as this would have made managing some reports a little easier. • Sam advised that a small number of teams had been suspended in the year due to coaches failing to renew qualifications or DBS's on a timely basis. Something that is entirely unavoidable. • Sam reminded all members to be mindful of the Club's code of conduct as, although not common, there have been several reports regarding the touchline behaviour of players, parents and coaches in the year. • Sam advised that there would be a further clampdown from the FA with new processes introduced for teams which regularly received poor conduct scores from opposition teams. 		
8.	Election of the General Committee	<ul style="list-style-type: none"> • Chris Spargo proposed the election of the previously shared General Committee Members with Jamie Wardman seconding the motion. • Election of the proposed General Committee was approved by a majority vote. 		
9.	Election of the Management Committee	<ul style="list-style-type: none"> • Sam Bicheno advised that following Chris Spargo signalling his intention to step down as Chairman, James Todd was the only confirmed nominee for the role. The remaining members of the Management Committee had all signalled their intention to continue. • Sam introduced James Todd who has a lengthy association with the Club, 		

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		<p>predominantly with the Girls section, having coached through the age groups, acted as a Coaches mentor, managing girls pitch allocations and is now involved in the running of the Women's teams. James also has good relationships with the County FA and is currently a letting agent at Guiseley School.</p> <ul style="list-style-type: none"> • Chris Spargo shared his support for James Todd taking on the role of Chairman. • James Todd introduced himself and outlined his commitment to continue Chris' great work. • Ben Pierce proposed the election of the previously shared Management Committee Members with Gareth Robinson seconding the motion. • Election of the proposed Management Committee Members was approved by a majority vote. 		
10.	Approval of the 'Membership & Financial Matters' including the 2025/26 Membership Fee	<ul style="list-style-type: none"> • Andreana Cowell-Smith proposed the approval of the 'Membership & Financial Matters' including the 2026/27 Membership Fee with Kylie Horne seconding the motion. • The 'Membership & Financial Matters' including the 2026/27 Membership Fee of £170 were approved by a majority vote. 		
11.	Review of the Club Development Plan	<ul style="list-style-type: none"> • Sam Bicheno introduced the Club Development Plan and highlighted the importance of members providing input and feedback. • Sam highlighted that progress has been made in particular the development of the Open Age Women's teams which represent a major commitment under the terms of the Football Foundation's funding for the AWP at Guiseley School. • Progress has also been made with plans to establish an Open Age Men's team who will be entering the Yorkshire Amateur League next season. 	Provide feedback on the Club Development Plan	All
12.	Any Other Business	<ul style="list-style-type: none"> • Mark highlighted sponsorship opportunities for hoarding at Guiseley School either around the pitch or at the entrance. • Rob Foster asked if Ben Rhydding would still be available next season <ul style="list-style-type: none"> • Mark Stitson confirmed that lettings were confirmed but the exact times of the weekday training slots may move. • Kevin Harrison advised that Guiseley Community Foundation were looking for someone to take over running of the Matchday Experience. If anyone is interested, please let him know. • Kevin also advised that the U17 Girls (U18 next season) are in need of additional players. If anyone is aware of anyone that might be interested, please let him know. 	<p>Managers to advise of any acute issues on next seasons training slots as soon as possible</p> <p>Anyone interested in running the Matchday Experience at Guiseley AFC to contact Kevin Harrison</p>	<p>All</p> <p>All</p>

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		<ul style="list-style-type: none"> Adam Jackson asked whether he could get access to the U8 Girls waiting list as he was looking to expand the age Group and whether any <ul style="list-style-type: none"> Mark advised that it might be possible to make arrangements for some additional training to enable prospective players to have a taster session. Sam also advised that letting those on the waiting list know that there would be space for them to start next season may also be helpful. Sam Bicheno thanked Chris Spargo again for his incredible work as Chairman over multiple years, something which we need to recognise. Sam also reaffirmed his welcome to James Todd as the new Chairman. 	<p>Please direct any interest in playing for the U18 Girls to Kevin Harrison</p> <p>Adam Jackson to speak to Mark Stitson regarding an additional taster session for the U8 Girls.</p>	<p>All</p> <p>Adam Jackson</p>
13.	Close	<ul style="list-style-type: none"> With no other matters raised, Sam Bicheno thanked the attendees and the AGM was declared closed. 		