

Minutes for Committee Meeting

Monday 15th April 2024 7.00pm

Present: Leigh Henderson (LH), Jackie Tobin (JT), Deborah Montgomery (DM), Anna O'Neill (ACO), Terry Wegg (TW), Felicity Edwards (FE), Ray Gartland (RG), Ann Henderson (AH), Andy Cullen (AC); Carol Quinn (CQ), Avi Govind (AG)

Apologies: Ian Byett (IB), Jo Breeds (JB), Ken Littlejohns (KL),

	PART 1
1	<p>LH welcomed the attendees and thanked them all for attending. LH confirmed that the meeting was quorate.</p> <p>The attendees noted that IB was unable to attend due to ill health and expressed their wishes for a speedy recovery.</p> <p>Minutes of the last meeting (18/03/2024)</p> <p>The minutes of the previous committee meetings were discussed and agreed as true and accurate records.</p>
2	<p>Matters arising from the last minutes.</p> <p>JT advised that John Tobin is planning to hand over responsibility for photo finish at the end of the season and that JT will possibly not continue with her NAL duties next year.</p> <p>The Committee Tracker was reviewed and updated. Of point to note was the schedule of open events. JT is looking at holding an open event on 24/07/2024. AH to book Down Grange for the evening. It will include a small number of events which will be decided upon soon. It was suggested that planning should start for next year's open events soon and consideration should be given to an early season mid week series of events.</p>
	PART 2
3	<p>REPORTS</p> <p>The reports were issued in advance of the meeting via email and additional comments are noted below.</p> <p>Finance</p> <p>£5400 needs to be set aside for EA membership payments. £18k sits in the bank account which is the highest since May/June 2023. This revenue has been generated from membership and open events. Biggest expenditure has been IT equipment for the photofinish. The replaced laptops have been repurposed for registration purposes.</p> <p>It was confirmed that payment authorisers are also allowed to sign cheques and that authorisers must be on the committee.</p> <p>A question was raised about whether the bank accounts should be switched from Lloyds. The advice from TW was that it is a very difficult activity.</p> <p>Action: AG to investigate and report back to the Committee</p> <p>Membership</p> <p>Payments are trickling in with about £12k left to pay.</p> <p>Coaching</p> <p>LH highlighted that succession planning needs to be considered across the coaching resources.</p> <p>There are no changes to dates for the hammer cage replacement – still looking at end May/early June.</p> <p>Club Secretary</p> <p>Defibrillator cases – polycarbonate is recommended although more expensive. This was agreed.</p> <p>We have met all EA standards which is very positive.</p>

	<p>AH is keeping an eye on any updates to the postcode request.</p> <p>Competition Matters There are 609 entries for the Hoppit so far.</p> <p>Clubhouse The building inspector has agreed to the proposed changes. However the toilets are too low and the sinks too small so it is proposed to upgrade them all. JT is meeting the plumber and was authorised to make decisions if costs are not excessive. Building Control will need to revisit the site.</p> <p>It was agreed to hold off on making a decision on the insurance policy until there is greater clarity. There is time to do this.</p> <p>AC has a projector screen to donate.</p> <p>Money needs to be spent on electricity. Expected costs are</p> <ul style="list-style-type: none"> • £130 for projector connection • £300 per day for AV connection • £1000 cooker and fridge purchase costs. <p>LH will check with Steve about latest position on Wates bid and what may still be needed.</p> <p>Furniture situation is still not clear.</p>
4	<p>DECISIONS AND UPDATES</p> <p>Website Update The list of required updates to the website was discussed, DM took notes.</p> <p>Clubhouse Rules LH will propose and circulate.</p> <p>Defibrillator It was agreed to locate this on the left hand side of the building. The housing will be included in the Wates bid. It is expected to cost £600 including VAT. TW will look into possible furniture sources.</p>
5	<p>AOB RG went through his remaining questions on the Vets League arrangements.</p> <p>It was noted, and very much appreciated, that money was to be gifted to the Club in memory of Wally Thorp. AG's and club account details will be used for payment purposes.</p>
6	<p><u>Date of next meeting</u> Monday 13th May at 7pm in the Clubhouse</p>