

Minutes for Committee Meeting

Monday 5th February 2024 7.30pm

Present: Leigh Henderson (LH), Jackie Tobin (JT), Ken Littlejohns (KL), Carol Quinn (CQ), Deborah Montgomery (DM), Ian Byett (IB), Anna O'Neill (ACO), Terry Wegg (TW); Felicity Edwards (FE), Ray Gartland (RG); Avi Govind (AG)

Apologies: Dave Hope (DH), Andy Cullen (AC), Ann Henderson (AH), Jo Breeds (JB),

	PART 1
1	<p>LH welcomed the attendees and thanked them all for attending. LH confirmed that the meeting was quorate.</p> <p>Minutes of the last meeting (15/01/2024)</p> <p>The minutes of the previous committee meetings were discussed and agreed as true and accurate records with a change in wording to update the Health & Safety section to read as follows:</p> <p>‘LH will have a meeting with Roger Doust to discuss ongoing activity.’</p>
2	<p>Matters arising from the last minutes</p> <p>JT confirmed that she is willing to manage the content for the volunteer section of the website.</p> <p>FE has submitted the coach of the year nomination as discussed at the previous meeting.</p> <p>The Committee Tracker was reviewed and updated. Of point to note was the final topic on athletes competing. It was agreed that this would be added to the agenda of the next Coaches meeting</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>Coaching</p> <p>LH noted that references to athletics development in the Council’s Sports Strategy document appear to be out of date.</p> <p>The planned meeting with the Council had been delayed until the 20th February.</p> <p>Mark Richard has resigned as a coach. The Committee agreed that LH would send a note of thanks and a suitable gift to mark his departure.</p> <p>JH provided an overview of the outcome of the recent independent inspection of the track and facilities. The Committee discussed that it is important that the Council understands that replacement equipment must meet the standards required to host NAL meetings. It was noted that inability to host or provide all equipment may have an impact on some of the competitions already scheduled to take place. LH advised that he is in communication with the Council and would be writing to Councillor Morrow.</p> <p>Clubhouse</p> <p>FE explained that there is no progress to report due to awaiting SSE to install the breakers and meters.</p> <p>Water testing needs to be completed prior to occupation.</p> <p>FE will provide an update at the AGM. This will be a summary of progress made and what it has cost. There will be an emphasis on the need to be future proof. There is a need to get a management team in place. Dave and Denise Hope have offered to take a leading role in cleaning and bookings but will need help and help is needed with refreshments.</p> <p>March should see an update from the Dousts on the offer of free furniture.</p> <p>Consideration is being given to the defibrillator and what is needed for housing and electricity. FE will look into a grant to fund this.</p>

	<p>Action: Provide FE with information for the defibrillator set up.</p> <p>AH is following up a quote for a fire extinguisher in the photo finish building.</p> <p>Treasurer</p> <p>AG reported that the finances are stable in terms of cash. Main income and expenditure over the last month has been Hoppit related.</p> <p>A discussion followed on the membership fees and what should be proposed at the AGM. It was acknowledged that costs will increase due to the building and a raise in costs in general. The following was agreed in terms of membership classes and their % increase.</p> <p>A 10% increase for all classes with the exception of the following: 1st Claim residing elsewhere – 0% Road Runners – 5% U11 – 5%</p> <p>Feedback was requested on the Finance Policy by end of Thursday 8th.</p> <p>The attendees discussed the target reserves policy and it was decided that the Committee would follow AG's recommendation that the reserves policy must cover normal operating costs for a 6 month period. AG explained that this would be set out in more detail in the Finance Policy.</p> <p>The Committee agreed that it is very difficult to budget the expected costs for the building so it was agreed to include £1k per month as an initial provision. During the meeting FE consulted online resources and note that as a CASC company 100% business rate should apply to the building.</p> <p>LH added that he would work with AG to propose a travel & subsistence policy.</p> <p>Membership</p> <p>Nothing additional to note.</p> <p>Club Secretary</p> <p>Nothing additional to note.</p>
4	<p>DECISIONS AND UPDATES</p> <p>AGM</p> <p>The following points formed part of the agenda and the Committee response is confirmed below:</p> <ul style="list-style-type: none"> a) To remove Sponsorship Secretary (vacant) from the Post Holders list, - AGREED b) To add the post of Social Media Secretary to Post Holders? - AGREED c) Sponsorship – do we need to review how long sponsors can be included on our website/stationery without having contributed to the Club e.g. Persimmon. – SPONSORSHIP SHOULD BE FOR A MAXIMUM OF 12 MONTHS IN THIS SCENARIO d) To agree whether to amend para 4g re competing for BMHAC below: NO CHANGES TO BE MADE e) To note that reports needed from Chair, Treasurer, Secretary. (Secretary will email Chair and Treasurer separately.) NOTED f) To note AGM Agenda will include: <ul style="list-style-type: none"> • Membership report – Carol/Jo • Presentation on volunteering – Jackie • Presentation on the Clubhouse – Felicity NOTED

	Club Champs: the 1 st of September was confirmed. Refreshments will need consideration.
5	<p>AOB</p> <p>It was agreed not to formally respond to the EA mandated change in young athlete age groups as the decision has been made. The Committee did note with concern that this is going ahead despite the significant concerns raised by Clubs.</p> <p>KL will respond to the proposal to build houses on Popham Airfield.</p> <p>DM advised that Lisa H and Pete B are holding joint sessions with Andover until the cage is replaced. DM is providing javelin training at Andover as they are lacking in throws coaches.</p> <p>There is a new working party looking at the Hampshire Champs for May. They are considering roster for entry and are currently expecting it to take place at the Portsmouth stadium.</p>
6	<p><u>Date of next meeting</u></p> <p>Monday 18th March at 7pm in the Clubhouse or Cabin</p>