

## Minutes for Committee Meeting

Monday 15<sup>th</sup> January 2024 7.00pm

**Present:** Leigh Henderson (LH), Jackie Tobin (JT), Ken Littlejohns (KL), Carol Quinn (CQ), Deborah Montgomery (DM), Ian Byett (IB), Dave Hope (DH), Anna O'Neill (ACO), Terry Wegg (TW); Andy Cullen (AC); Ann Henderson (AH), Jo Breeds (JB), Felicity Edwards (FE), Ray Gartland (RG); Avi Govind (AG)

**Apologies:** N/A

	<b>PART 1</b>
1	<p>LH welcomed the attendees and thanked them all for attending. LH confirmed that the meeting was quorate.</p> <p><b>Minutes of the last meeting (04/12/2023)</b></p> <p>The minutes of the previous committee meetings were discussed and agreed as true and accurate records following the correction of a couple of minor mistakes.</p> <p>Minutes of the Budget Meeting – it was noted that RG has had confirmation from the Vets League that £200 expenses can be reclaimed for hosting. The League had suggested that the Club could co-host with Overton but this has been discounted as an option.</p>
2	<p><b>Matters arising from the last minutes</b></p> <p>FE advised that the kitchen is well underway in the Clubhouse. The electrics are awaited and we will need to be familiar with how they work. Building Control need to be contacted to complete activities.</p> <p>Ongoing management needs consideration</p> <p>The Committee Tracker was reviewed and updated.</p>
	<b>PART 2</b>
3	<p><b>REPORTS</b></p> <p>The reports were issued in advance of the meeting via email and additional comments are noted below.</p> <p><b>Treasurer</b></p> <p>AG reported that the finances are pretty stable since last month. £5k was left in the account at the end of the year with the outgoings during the previous month being mainly the Clubhouse and purchase of awards. He confirmed that we haven't dipped into the reserve account and income generation will be key this year.</p> <p>It was noted that revenue from the Hoppit should be starting to come into the account.</p> <p><b>Membership</b></p> <p>Nothing additional to note.</p> <p><b>Coaching</b></p> <p>LH reported that there is work to do on a process for moving athletes between groups on the sprint side.</p> <p>Health and Safety - LH will have a meeting with Roger Doust to discuss ongoing activity.</p> <p>It was agreed that a targeted approach to attract volunteers is needed.</p> <p><b>Club Secretary</b></p> <p>Place to be proud of awards – it was agreed that we should be supportive of this initiative and the following nominations will be made:</p> <p>Club – BMHAC Sports Person – Junior – Archie B</p>

	<p>Sports Person – Senior – Ben P</p> <p>Unsung Hero – Mike H</p>
4	<p><b>DECISIONS AND UPDATES</b></p> <p><b>Budget</b></p> <p>AG has done an initial review of the budget for this year. He explained that if we assume equivalent membership income and ignore the spend on the Clubhouse that there will be circa £11k less in the budget than last year due to increase in costs such as EA increases and spend on new pole vaults. AG has also assumed a much lower grant income.</p> <p>The attendees acknowledged that we don't yet have visibility of the likely running costs of the Clubhouse.</p> <p><b>Action:</b> AG to look at likely scenarios before the next meeting and for this to be added to the agenda.</p> <p><b>Action:</b> All to send in any ideas on membership changes before next meeting</p> <p>The budget was agreed in principle by the attendees.</p> <p>AG explained that all budget holders will have cards and access to the banking website to make payments. All payments will be monitored centrally.</p> <p><b>AGM</b></p> <p>Reports will be required from the Chair, Secretary and Treasurer. G Grace is in place to help out with the required independent check of the finances.</p> <p>We will use this as an opportunity to explain what is needed for help with refreshments for competitions and at the Clubhouse, noting that Committee members may need to be site for the first few weeks once the Clubhouse opens.</p> <p><b>Club Kit</b></p> <p>It was agreed that the following kit will be held in stock. Prices are those on the website and £2 or £3 will be added to the price as its still cheaper than paying postage.</p> <p>Clubvests - £26 (senior) and £22 (junior)</p> <p>Hoodies - £36 (senior) and £30 (junior)</p> <p>A note will be sent out to advise members that prices are increasing in February.</p> <p><b>Love admin</b></p> <p>JB explained that the supplier has now advised that they can transfer the existing data to the new version. JB will look at the cost and compare the prices offered by 'Coacher'.</p> <p><b>Website</b></p> <p>DM has started editing and is planning a teams meeting with TW to properly understand how to make changes. Both are happy with the progress made so far.</p> <p><b>Social Media</b></p> <p>LH is going to ask Jordanna Morrish if she can look at this in its entirety.</p> <p><b>Schools</b></p> <p>Lisa H will be leading this and will attend the Committee meeting if required.</p> <p><b>PB Awards</b></p> <p>JB will own this activity going forward. The Club will not provide certificates, just list the achievements on the website.</p> <p><b>Non compete survey</b></p>

	<p>Athletes failing to compete was discussed. It was suggested that we could survey those who don't compete to find out why – this would be for those who have competed twice or less during the last 12 months. This could be timed to go out before the next Club Open so that the survey could be followed up with an entry form. This would then be followed up before Wessex and AlderValley with athletes being requested to identify their preferred events.</p> <p><b>Action:</b> Thoughts on encouraging athletes to compete to be shared with LH</p>
5	<p><b>AOB</b></p> <p>Presidents Evening – It was agreed to add pudding to the menu for an additional £2.50 per head.</p>
6	<p><b><u>Date of next meeting</u></b></p> <p>Monday 5<sup>th</sup> February at 7pm in the Clubhouse or Cabin for the Committee Meetin</p>