

Minutes for Committee Meeting

Wednesday 5th June 2024 7.00pm

Present: Leigh Henderson (LH), Jackie Tobin (JT), Deborah Montgomery (DM), Anna O'Neill (ACO), Felicity Edwards (FE), Andy Cullen (AC); Carol Quinn (CQ), Jo Breeds (JB), Liz Flitcroft (EF)

Apologies: Ian Byett (IB), Ken Littlejohns (KL), Terry Wegg (TW), Ray Gartland (RG), Ann Henderson (AH), Avi Govind (AG)

	<u>PART 1</u>
1	<p>LH welcomed the attendees and thanked them all for attending. LH confirmed that the meeting was quorate.</p> <p>The attendees were provided an update on the health of IB and continued to share best wishes.</p> <p>Minutes of the last meeting (15/0/42024)</p> <p>The minutes of the previous committee meetings were discussed and agreed as true and accurate records.</p> <p>Prior to moving to the main agenda, the attendees were appraised of the difficulties encountered at the Winchester Wessex League event where officials were short in number and the event organisation was severely lacking. JT explained that without Basingstoke officials stepping in to take on additional duties, that the event could not have gone ahead.</p> <p>Action: JB to draft an email to the Wessex league listing the problems encountered for LH to send. The email will be copied to Winchester and will be clear on the league rules breached during the event.</p>
2	<p>Matters arising from the last minutes.</p> <p>The Committee Tracker was reviewed and updated. Of point to note were:</p> <ol style="list-style-type: none">1) Clubhouse – FE reported that the Clubhouse is nearly complete. Final sign off from building control is awaited within the coming days. The Council have advised FE that they will undertake the regulatory required water testing. FE has procured enough copies of the keys for the cleaning volunteers. A member's parent has offered to do the weekly fire alarm testing. FE will check whether the insurance policy prohibits spare keys being kept in the Clubhouse2) CASC – ACO shared an update. It was agreed that the general principles still appear to be consistent with the Club status but that further input is required from AG.3) Company limited by Guarantee. ACO is producing dormant accounts for review and approval at the July meeting
	<u>PART 2</u>
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 will send out a reminder about coaches meeting.</p> <p>EF explained that she gets a vote for the age group decision due to her involvement with the Junior Cross Country League.</p> <p>The money has been received from the Wates grant funding.</p> <p>Finance</p> <p>It was agreed that the accounts look relatively healthy.</p>
4	<p>DECISIONS AND UPDATES</p> <p>Website Update</p>

	<p>DM outlined the need to update the section of the website on International History. It was agreed to take the page offline for now and for JT and IB to update it at a later date.</p> <p>Action: JB to send the existing welcome pack to DM.</p> <p>Club Champs</p> <p>EF explained that the preference is to use Roster for the registration. Roster have confirmed that they have been able to upload the Club scoring tables so that the competition can be managed in Roster using the Club rules.</p> <p>It was agreed that the fee to enter will be £10 and for that the athletes can choose to enter one, two or three events. The charity mile entry fee will also be £10 and that IB will be asked to choose the charity. LH will consult with IB about his preference. Pre entries only will be accepted for all events.</p> <p>It was further agreed that U9, U11 and U13 will have to do multi events whilst U15 upwards can do three track or field provided age group restrictions are adhered to.</p> <p>It will be open to Basingstoke paid up members only and will be undiscoverable to the general public on Roster. It can be used for results on the day. EF will check with Roster about whether entries can be opened prior to the permit being granted.</p> <p>Hampshire Cross Country League</p> <p>EF attended a meeting of the HCCL. They requested that a page is set up on the Club website to assist with the League in the event that the Hampshire Athletics website is still not accessible. TW has confirmed that this is an 'easy' job. This requested was agreed to by the Committee.</p> <p>The Cage</p> <p>UKA does not permit throwing without a cage and it was noted that coaches are obliged to abide by the UKAthletics rules as well as the insurance requirements.</p> <p>The Committee agreed to offer to pay for an alternative venue for this training.</p> <p>BMC Coach of the Year</p> <p>The Committee requested that the minutes record congratulations to Dave Ragan on receiving this award.</p> <p>EA Club of the Year</p> <p>FE offered to send through to Steve the available information.</p> <p>Place to be proud of awards</p> <p>JB offered to post relevant information on facebook</p> <p>Clubhouse Olympics Event</p> <p>JB confirmed her willingness to manage an Olympics event with the assistance of AH and LH in the first instance.</p> <p>Action: LH to investigate the procurement of a Club Flag as part of a good luck gesture for Ben P.</p> <p>Action: FE to seek advice on getting a wifi connection in place</p> <p>Clubhouse Management</p> <p>It was agreed to establish a steering group with representatives from the cleaning and refreshments groups. Also, Jane Vickers will be invited as she who has some ideas around decoration.</p>
5	<p>AOB</p> <p>There is another come and try session on the 15th June.</p>

	JB is updating the pb awards.
6	<u>Date of next meeting</u> Monday 15 th July at 7pm in the Clubhouse