**Minutes of the Annual General Meeting of**

**Basingstoke and Mid Hants Athletic Club**

**Held at**

**Kempshott Village Hall, Stratton Park**

**Wednesday 27th February 2019 at 8.00pm**

**Present:**

Paul Sandford, Jackie Tobin, Jo Breeds, Carol Quinn, Felicity Edwards, Andy Sleap, Caroline Wegg, Terry Wegg, Colin Henderson, Cheryll Ragan, Sue Scouler-Davison, Paul Sandford, Sue Pett, Ken Littlejohns, Wendy Littlejohns, Ian Byett, Pete Bolton, Nick Wells, Lisa Hedderly, Cyd Hill, Norman Adcock, Doug Burnett, Claire Liversage, Elizabeth Flitcroft, Leigh Henderson, Ann Henderson.

**Apologies for absence.**

Apologies for absence were received from: Reg Eade, Ian Murdoch.

1. **Chairman’s Welcome.**

Paul Sandford welcomed and thanked everyone for coming. Paul thanked all coaches, team managers, officials and parent helpers and the committee for running the club smoothly. The aims of the club were stated: ‘To support and encourage every athlete, coach and official in achieving their personal goals whilst contributing to the reputation and development of the club’. Attendees were encouraged to contribute to the meeting and to voice their thoughts and opinions on how the club can be improved. Constructive conflict and healthy debate is encouraged.

1. **Approval of the minutes of the AGM on** **28th February 2018.**

Jackie Tobin proposed acceptance of the minutes and seconded by Cheryll Ragan. The minutes were unanimously approved with no abstentions.

1. **Matters arising from AGM 2018**

No matters were raised.

1. **To receive Treasurers Report and Account for the Financial Year ending 31st December 2018**

Paul Sandford thanked Caroline Wegg for her diligent work as Club Treasurer. Ken Littlejohns and Colin Henderson were also thanked for their work as auditors.

Our Financial Report was available on-line and show our finances are in a strong position. Paul thanked those who have helped to boost club funds through organising events including Tim Fowler for organising The Hampshire Hoppit. Thanks were also given to those involved in the Persimmon Homes campaign and Speed Decathlon.

Paul Sandford outlined the committee’s plans to increase investment in club members through training funds, purchase of additional equipment and financial support for those who need it. The committee will be discussing how discretional spend will be managed and evaluated and will set up a process to ensure openness, fairness and equality. Details will be communicated to coaches and members once agreed.

Ann Henderson proposed acceptance of financial accounts, seconded by Carol Quinn. These were approved unanimously.

1. **To receive reports from committee members**

Acceptance of the reports was proposed by Felicity Edwards, seconded by Lisa Hedderly and approved by the meeting. No questions were raised.

1. **Life member presentations**

There were no Life Memberships to be awarded.

1. **Election of Officers, Officer Holders and Post Holders to the Committee as well as election of auditors.**

Nominations proposed by the committee:

          Auditors – Colin Henderson & Ken Littlejohns

Seconded by Leigh Henderson and accepted by the meeting.

All existing committee members confirmed their intention to remain in post. The Committee proposed acceptance, Liz Flitcroft Seconded, unanimously agreed with no abstentions.

Paul Sandford thanked all individual members of the committee for their contribution.

It was noted that Ian Murdoch will be standing down from the post of Welfare Officer in 12 months time. The committee will be considering the requirements of the role in the search for a replacement. Ideally a replacement will be found in the next three months so that a detailed handover can take place. The meeting voiced their thanks and gratitude to Ian Murdoch who has been a great asset to the club.

The following nominations to vacant posts were unanimously confirmed:

Vice Chairman – Leigh Henderson Proposed Sue Pett, Seconded Liz Flitcroft

General Secretary – Ann Henderson Proposed Sue Pett, Seconded Ken Littlejohns

Youth Development Officer – Nick Wells Proposed Jo Breeds, seconded Liz Flitcroft

Assistant Membership Secretary – Carol Quinn Proposed Caroline Wegg, seconded Terry Wegg

Other vacant posts:

Junior Secretary

Cross Country Secretary  
Public Relations Officer  
Sponsorship Secretary

Paul Sandford encouraged members to contribute to the work of the club in any way they can. Members are being invited (and encouraged) to attend committee meeting in an informal capacity to gain insights into the running of the club and to support committee members and post holders.

1. **Membership fee changes**

England Athletics registration fee is to remain unchanged this year.

The committee propose to increase club membership by £2 per member. Seconded by Cheryll Ragan.

This is the first increase in membership fees for 4 years. It ensures our income keeps pace with inflation and allows the club to invest in member facilities and services as previously outlined.

Accepted unanimously.

1. **Facilities Update**

Paul Sandford informed the meeting of progress with the development of the Down Grange site. The council are currently looking at a three stage development.

1. Hockey pitch

2. Athletics stand

3. Rugby club

The council has now put the development of the hockey pitch out to tender with a view to work commencing later this year. The council will consider undertaking ground work for the trackside facilities at the same time to ensure cost efficiency. The council will be holding a discussion meeting in March to clarify the plans for spectator facilities. Security of the site is an aspect the council would like to discuss further.

1. **Athlete progression – discussion**

Paul Sandford opened the discussion on athlete progression in the context of our Club Development Pan.

A short video was shown to explain aspects of the plan and areas of focus.

Members were encouraging to engage in a conversation about athlete progression within the club, especially junior members as they transition from juniors to seniors.

The following points were noted:

* We need to review the structure of coaching groups within the club to support progressions.
* Coaches need to be rigorous in their discussions with athletes to steer them into training groups that reflect their strengths (e.g. some athletes think they are sprinters where as their training efforts and performances suggest they should be 400m/800m runners).
* Coaches need to lead discussion on which coaching groups athletes move onto – not leave this to the athlete alone.
* Do we have the range of specialist groups necessary?
* There needs to be a balance between multi-events and specialist groups to cater for the needs of our club as well as individual members.
* Coaching guidance to athletes needs to take into account mental maturity as well as capability.
* We need to consider the capacity of the track for health & safety reasons as it can get very busy on Tuesdays and Thursdays.
* We could consider ‘intermediate’ coaching groups for those aged 14+ (perhaps structure sprint groups in a similar way to that of Ian Byett’s middle distance groups – A,B and C groups). Additional coaches would be required to support this.
* If we can look after our athletes at 16/17, there is a stronger likelihood of keeping them as senior athletes.
* It is good practice for coaches to monitor attendance and establish a disciplined approach to regular training. Several coaches highlighted that they have a 4 week rule – removed from coaching group lists if no attendance and no explanation for 4 weeks.
* More regular communication/coaches meetings would help to share best practice and enable movement between coaching groups.
* If we don’t capture young athletes when they join the waiting list we could lose them to other sports.
* Additional early evening coaching groups for U11s have not been run this winter but will be starting again in April. This will help to reduce the waiting lists. However, space will be needed in other groups as athletes progress through the age groups.
* We could consider ‘Come and Try’ sessions during holidays/weekends to help identify those with talent and a real commitment to athletics.
* It is good to get young athletes into a disciplined routine with their training – they are more likely to stick with athletics.
* Coaches should not be over protective of their athletes and hold on to them if it is best for the athlete to progress to a new coach/group. There needs to be a win/win/win for athletes, coaches and the club.
* We have some very experienced athletes in coaching roles. We could look at ways to capitalise on this experience through mentoring opportunities.

**It was unanimously agreed that we have excellent coaches within the club. They give their time voluntarily and we must continue to support and develop our team of coaches.**

1. **Any Other Business**

There were no other points of business. The meeting closed at 9.45pm.

Date of the next meeting to be decided after this meeting.