**Minutes for Committee Meeting**

**Monday 12thJune 2023 7.00pm**

**Present:** Leigh Henderson (LH), Felicity Edwards (FE), Ken Littlejohns (KL), Anna O’Neill (ACO), Ann Henderson (AH), Avi Govind (AG), Jo Breeds (JB), Ian Byett (IB), Dave Hope (DH)

**Apologies**: Deborah Montgomery (DM), Terry Wegg (TW), Jackie Tobin (JT), Ray Gartland (RG), Carol Quinn (CQ)

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|  | **PART 1** |
| 1 | LH welcomed the attendees and thanked them all for attending. LH confirmed that the meeting was quorate.  **Minutes of the last meeting (10/05/2023)**  The minutes of the previous committee meeting were discussed and agreed as true and accurate records. |
| 2 | **Matters arising from the last minutes**  The Committee Tracker was reviewed and updated. Particular points noted were:  Line item 5: 55% of the members are not competing at all for the Club. This and related statistics will be shared at the next coaches meeting.  It was noted that the offer of the table and chairs, from a local church, for the Clubhouse is not guaranteed and is still under discussion. |
|  | **PART 2** |
| 3 | **REPORTS**  The reports were issued in advance of the meeting via email and additional comments are noted below.  **Finance**  AG advised that financially, the Club is where we expected to be looking at previous years. Two large invoices have been paid which are related to the building work.  Looking at the budget sheet the current shortfall looks to be circa £12,700. FE confirmed that the cost of insulation and plasterboard has increased due to meeting the requirements set out by the building inspector. He also recommended the fireproof plaster boarding and we chose to follow his advice. The building inspector appears to be more than happy. FE will email to see what else he needs.  **Action**: If the £1k donation from Council has not been paid then AH to chase up.  JB reported that Wickes are keen to support local businesses and they explained this to her during a recent phone call. FE will go into Basingstoke Wickes to see what they might be able to offer.  A decision will be required on what to do about a ramp for disabled access. Although a permanent one is preferred, we can make do with a removable one.  ***Insurance***  AH has checked the Insurance for the clubhouse and confirmed that it is covered until end of June for works. If an extension is required the broker needs to know what work is outstanding. This can be requested only once so we must be sure on the time required. We are insured for break ins.  Shutters have been discussed. Shutters on the outside of the windows are unusual as they protrude. A work around solution would be expensive and unsightly so FE proposed that internal shutters be considered. Early indications are that it would cost circa £7k although we would need to get new quote to confirm the exact cost.  After discussions it was agreed that we should go ahead but to wait until we get news on outstanding grant applications. This will impact the short fall which will go up to £20K.  *Grant/Funding Discussions*  It was noted that the annual Councillor grant scheme is going ahead and Sport England may be worth applying to.  ACO advised the attendees that JT has pencilled in an open on the 9th August which should bring in additional funds.  **Action**: FE/AH to send a link to JB about the Good Exchange  Wi-Fi – IB is looking into opportunities for Wi-Fi connection noting that the need is a couple of months away. More information is required to as to whether broadband or dongle would be a better option and we can compare permanent and PAYG options.  **Action**: AG look at what the Club pays for Maggie's Wi-Fi dongle.  Flooring-Steve Richardson is chasing up.  **Action**: LH mention to parent from his coaching group who has a flooring business about need for floor covering in Club Cabin  **Membership**  JB has contacted LoveAdmin who want another chance to show improvements They have now said they will help move our records to the next version if we don’t switch suppliers.  **Coaching**  The next coaches meeting is July 10th.    It was noted that photos during club meets must be done via photography policy.  **Action**: AH and LH to review the photography policy.  **Competition Matters**  It was noted that the Alder valley 800/1500 split is not proving popular but it was acknowledged that the timetable has been adhered to better this time.  The Club is still light on Ladies Vets competitors and the following points were shared:   * It will be good to have DM input into suggestions for how to increase numbers * Running a couch to 5k can generate funds or a 5k to 10k group * There is a perception that athletes need to be fast to join the Club * Consideration should be given to attending a club day at Park Run * Field events could be considered * Refreshments being sold from the clubhouse may attract more participants * Make better use of social media to promote runs   **Club Secretary**  AH referred to the endurance coaching session to be held on Sept 10th. It was agreed to promote this on LoveAdmin  AH has some ideas for 75th merchandise such as t-shirts and caps. It was agreed t-shirts could be priced at £15 and the Committee should order some for the celebrations with additional orders being able to be taken on the day. Choice of colours can be polled on facebook.  **Acti**on: JB to set up 75th merchandise polls on facebook  AH proposed repeating the Club Presidents thankyou event which both JT and DH support. This was agreed in principle by the attendees.  AH requested advice on whether any of the club trophies are of value and should be specially insured. Conformation was provided that they are of nominal value only. |
| 4 | **DECISIONS AND UPDATES**  **75th Birthday celebrations**  JB provided an update. The Rugby Club are happy to facilitate a booking on the 16th. We will advertise a relay event on afternoon and save the date in the evening. A list is being prepared of people that we must invite, all that have helped, contributed, supplied etc.  IB will help with the relay and knows of others that are likely to be happy to assist. The relays will be run along the same lines as the New Years Relays. Thoughts on who we should invite to be sent to LH.  Thoughts on what else we could do are welcome.  Global Kitchen will be requested to provide food as per Sunday morning rugby club arrangements.  James Beeks has an ice cream business so will be asked if he can attend on the day.  A parent and child’s quad kids competition was mooted. |
| 5 | **AOB**   * The Club Champs Date was confirmed as 3rd September. * Basingstoke Schools Events on Wednesday. It was agreed they could use the club cabin- IB will open and close. * Intercounties school event next Saturday. We seem to be needing to get further involved due to lack of their organisation. It is a condition of their booking to do car parking. IB will write to the organisers to tell them this is not a club event, and we cannot provide facilities. * KL reported that Popham are pleased to welcome us back for X Country on 10th Feb 2024. * £85 has been received from BVA. * We are now paying for the track from 9-30 to 11-30 on Sundays. * MHFA - JB now has this qualification |
| 6 | **Date of next meeting**  Monday 3rd July at 7pm  Clubhouse |