**Minutes for Committee Meeting**

**Monday 3rdApril 2023 7.00pm**

**Present:** Leigh Henderson (LH), Ian Byett (IB), Felicity Edwards (FE), Deborah Montgomery (DM), Ken Littlejohns (KL), Anna O’Neill (ACO), Jackie Tobin (JT), Ray Gartland (RG), Dave Hope (DH), Terry Wegg (TW), Ann Henderson (AH), Edward Thomas (ET), Avi Govind (AG)

**Apologies**: Jo Breeds (JB), 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 (06/03/2023)**  The minutes of the previous committee meeting were discussed and agreed as true and accurate records. |
| 2 | **Matters arising from the last minutes**  A spelling mistake was corrected, and it was confirmed that the offer of the pole vault stand had been declined  The Committee Tracker was reviewed and updated. |
|  | **PART 2** |
| 3 | **REPORTS**  The reports were issued in advance of the meeting via email and additional comments are noted below.  **Finance**  ET reported that the accounts are looking healthier. There has been a good response to membership payments consequently £15k has been transferred from pay pal account.  The Nationwide savings account closed, and funds transferred into Lloyds savings account so all funds are now in Lloyds. It was in separate accounts due to the £80k protection limit but as spending on the cabin has depleted the funds, separate accounts are not needed at present.  The current accent was healthy at £ 25k at end of March.  There is a need to split the budgeting spreadsheet into 2, one for club running and one for the cabin.  **Action**: AH to look at whether we paid for the track hire for the throws event.  **Coaching**  LH noted that it would seem prudent to have a club session on a Sunday morning from 9.30 until 11.30. LH will check this via coach comms because there are often in excess of 60 athletes attending on a Sunday morning.  TW raised the need for additional litter bins in particular in proximity to the stand. JT advised that she has already written to the Council on this matter.  It was agreed that it would be useful to have English schools’ qualification' standards published on Facebook.  A decision was required as to whether sleds should be permitted on the track. The attendees discussed and it was proposed that a 25kg weight limit be approved with restrictions on use near start and finish line. This was approved by the majority present.  **Membership**  Nothing additional to report  **Club Secretary**  AH advised that two grants have been received, and the one from the Councillor needs to be spent prior to the 11th of May to be valid.  AG was welcomed as the new Treasurer and introduced himself to the Committee. He is intending to bring added focus to the streamlining of accounts and making things easier. |
| 4 | **DECISIONS AND UPDATES**  **Stand and Clubhouse**  FE provided an update as a follow up to the paper provided with the reports. She shared the good news that the clubhouse shell is complete and Pass mores ready to handover. This means that the invoice is to be paid.  The stand is in place and the photo finish is working.  We have been made aware of unexpected costs. We have paid for electricity ducting but there is now a need to upgrade the substation, the Council need to upgrade this for the whole site. Paul Martin is saying that the Council will contribute £10k. Getting electricity directly from Pack Lane is not an option.  Building inspector has visited the site and will be providing a report. Matt is speaking to the Building Inspector directly and JT has a contact who can review any points if required.  FE provided an overview of the remaining costs and suggests that for now flooring and kitchen costs be removed from the budget whilst retaining plumbing and electrics. Shutters can go back down the list.  £125k is still required to complete the project and the short fall is about £20K. We need to do more grant applications. FE suggested the use of a crowd funding approach such as Greenham and will provide an overview  Roger Doust's wife has furniture to donate.  ET requested that a snagging list be checked before the final Passmores invoice is paid.  A query was raised about whether money could be borrowed from the contingency account, and it was noted that the general consensus was yes. AG to check.  It was also noted that there is lack of clarity about how much money should be in the contingency account.  **Action**: ACO and AH to check whether this is tied to the CASC registration  **Open Meetings**  JT proposed an open meeting on Friday 5th May for the coronation. The events will be 100 200 800 and a Coronation mile.  This was agreed with 6.30pm to 9.30pm to be booked.  Consideration was given to whether any more Open Meetings can be held as May and June are very busy. JT will discuss further with JB and Lisa Baker.  TW will look further into a track marathon option using a timing chip.  **75th Anniversary**  JB is happy to lead as social and refreshments co-ordinator. Ideas so far include ticket sales, mixed relays, sports day like events possibly using the walled garden. Food vans can be used for catering.  It was agreed for JB to take this forward. Timings are to be agreed and a group established. Anna to look into charity buckets.  The Junior awards next year have been provisionally booked for 30th March 2024 although it was noted that this is Easter Saturday.  **Vets Final 2023**  There is currently no date fixed for this, RG raised the possibility of Basingstoke hosting.  **Action**: AH to provide details of costs to RG |
| 5 | **AOB**  Nothing to report |
| 6 | **Date of next meeting**  Wednesday 10th May at 7pm  Hockey Club |