**Minutes for Committee Meeting**

**Monday 3rd July 2023 7.30pm**

**Present:** Leigh Henderson (LH), Jackie Tobin (JT), Ray Gartland (RG), Felicity Edwards (FE), Anna O’Neill (ACO), Avi Govind (AG), Terry Wegg (TW), Carol Quinn (CQ), Deborah Montgomery (DM),

**Apologies**: Ken Littlejohns (KL), Ann Henderson (AH), Jo Breeds (JB), Ian Byett (IB), Dave Hope (DH),

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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 (12/06/2023)**  The minutes of the previous committee meeting were discussed and agreed as true and accurate records.  It was noted that the potential open mooted for the 9th August 2023 will not be possible. |
| 2 | **Matters arising from the last minutes**  The Committee Tracker was reviewed and updated. Particular points noted were that T Fowler is going to propose, at the SCCL AGM, that food is no longer provided at SCCL races. |
|  | **PART 2** |
| 3 | **REPORTS**  The reports were issued in advance of the meeting via email and additional comments are noted below.  **Finance**  ET hasn't yet provided a finance report. The Committee will have a meeting in August to go through the current finances.  **Membership**  We are ahead of where were this time last year but this will be because we have put prices up. Predicting £44k total revenue.  **Coaching**  LH referred to the Leading Athletics course for young athletes. It was agreed that we could ask other clubs if they want spaces on the course. Athletes could apply the skills learnt at the ‘come & try’ courses at weekends.  The Committee is in agreement that a new gate is required at the clubhouse end of the track. This requires further discussion with the Council as to where to put it. The Committee propose one gate by the 100m start, and one by the 200m start.    **Road Runners**  TW reported that the Hoppit profit may be a bit more than the £4000 previously reported. The Hoppit date for next year is 16th June 2024.  At English schools the Club had two medallists, which is our best showing showing in recent years.  **Club Secretary**  LH noted the nominations made for the EA Regional Volunteer of the Year and the Committee agreed that it is not up to the Committee to do the work in support of the nominations although assistance can be provided in gathering factual information.  **Acti**on: LH to write to the nominators explaining that we support them taking the nominations forward but cannot support any nominations over others.  It was noted that leaflets would be useful to handout to potential athletes at events. |
| 4 | **DECISIONS AND UPDATES**  **Stand Update**  FE gave an update on where we are we with the clubhouse. She explained that we haven't been successful with the National Lottery application due to not showing enough evidence of community engagement.  LH reported that has had an initial conversation with a third party about club sponsorship.  FE advised that DH has done a lot of work this month.  Shutters were discussed and it was agreed by the Committee that that we need them for security reasons. We will possibly need grills over the small high windows and there is a potential for a roller blind over the refreshment hatch.  It was agreed to apply for planning permission to mount a sign on the end of the cabin in 6 months.  It was noted that we have volunteers to paint and expect more to come forward.  **Action**- LH to ask Nathan Doublet if we need skirting boards in place before laying flooring.  **Action**: AG to check if we have money in the budget for architrave and skirting boards.  FE will get a final price for shutters and will ask DH to attend whilst the survey is being carried out.  Locks need to be fitted.  SIS have not confirmed electric details, FE will check.  Four lanes will need publicity - possibly a thankyou now and photos in 16th September.  **Action**: at the meeting in August we need to discuss the process for making the community grant application.  **Clubhouse naming**  Following discussion it was agreed that decisions will be made at a later date.  **Throws Wall**  The attendees went to look at the potential sites and considered the possibilities. It was agreed in principle that the wall is desired but the scope of what it is used for needs clarification. R Joseph is to be asked to develop this clarification and to consult further on where to put it. The attendees are not keen on where the Council proposed to put it due to the proximity with the photo finish cabin.  It was noted that R Joseph and the Hendersons are happy to cover costs.  It was agreed that another meeting will be set up to discuss the matter further. Attendees will be R Joseph, DM, JT, LH and the location needs to be further considered.  **Coaches paying for use of Equipment**  It was agreed to raise this at the coaches meeting as part of a wider discussion about storage and wear and tear of equipment. We haven't budgeted for replacing this and we are considering making an additional charge for people using our equipment for commercial enterprise.  **75th Birthday celebrations - invitees**  LH explained that the current plan is for Maria Miller to open the Cabin. The Chairman of EA will be invited-to say a few words and both will jointly cut a ribbon.  LH referred to the list circulated prior to the meeting and asked that If any other invitations are required to let him know. |
| 5 | **AOB**  Club Champs, CQ is applying for the licence, Liz usually does timetable. A call has gone out for officials.  **Action**: LH speak to Liz Flitcroft about arrangements. C Wegg is likely to be happy to help with entries and  DM and JT can help if needed.  JT requested that NAL AGM timetable and joint approach be added to the agenda for the next meeting.  JT has applied to the Co-Op for £1600 which would be paid in November 2024. First aid courses have been identified as the purpose of the application.  It was recognised that we could take another look at cash for kit. |
| 6 | **Date of next meeting**  Monday 14rth August at 7pm in the Clubhouse or Cabin |