**Minutes for Committee Meeting**

**Wednesday 10thMay 2023 7.00pm**

**Present:** Leigh Henderson (LH), Felicity Edwards (FE), Ken Littlejohns (KL), Anna O’Neill (ACO), Jackie Tobin (JT), Ray Gartland (RG), Ann Henderson (AH), Avi Govind (AG), Jo Breeds (JB), Carol Quinn (CQ)

**Apologies**: Ian Byett (IB), Deborah Montgomery (DM), Dave Hope (DH), Edward Thomas (ET), Terry Wegg (TW)

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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 (03/04/2023)**  The minutes of the previous committee meeting were discussed and agreed as true and accurate records. Clarification was noted that it was agreed that it was not feasible to offer to host the Vets final in September. |
| 2 | **Matters arising from the last minutes**  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**  FE provided an update on the latest position with regards to the report on project funding. The key differences are that:   1. The Council have advised that the bill for the electricity connection has been reduced by £10k which is worth £12k to the Club due to the VAT impact. 2. Two of the SIS items have not been billed for but the SIS invoice has been received and is due for payment. The invoice is £17681 and they have donated the distribution board.   The Passmores invoice has been paid. A new lock has been sent and needs to be installed to replace the original one. Ian, Graham and Felicity have the keys currently.  In summary £90k has been paid and about the same is due to be paid. Circa £60k remains in the budget. Funds may be added from the Hoppit but that cannot be assumed. £2k in grants is due to come in and circa £5k from Open events.  **Action**: LH will write to the Champions thinking them for the scaffolding.  The Committee discussed the possibility of introducing sponsorship type opportunities such as plaques on the wall as seen at the Rugby Club.  FE confirmed that £17k is a rough estimate of the shortfall.  **Membership**  CQ is chasing up membership payments. A number of resignations have been received so predicted incomes may drop. Traditionally memberships will increase again. If the Club moves to a new membership system, this will need to be done after the EA payments are made and will need to remove non payers.  **Coaching**  First Aid training  Our existing providers are now EA affiliated. Training needs to be arranged ASAP as some coaches are coming up for renewal.  Equipment etiquette lists are being added to the store cupboard.  **Club Secretary**  AH requested approval from the Committee to look for housing for the defibrillator. This was agreed. |
| 4 | **DECISIONS AND UPDATES**  **Stand and Clubhouse**  There is a need to get a plumber to talk to the electrician and thought is needed on the kitchen layout so the correct sizing is chosen for the hatch.  LH will follow up with Roger Doust about table and chairs and JB is providing some furniture from her workplace. A need still exists to make arrangements for tarmacking and disabled ramp.  **75th birthday**  JB had already shared a draft plan in advance of the meeting. The attendees agreed that for the Clubhouse opening invites should be extended to Maria Miller, council members, mayor etc.  **Website**  It was discussed that the website should have a volunteering page badged as a sustainability project  **Suggested rule change to Hampshire cross country rules**  A coach has proposed a rule change so that 2nd claim athletes (1st claim university athletes) cannot run in Hampshire Cross Country league races. The Committee discussed this at length and although the majority were sympathetic to the issue it proved difficult to draft wording that adequately covers the change required. It was agreed to suggest the coach goes to the next Hampshire meeting and discuss his concerns  **Use of Club owned equipment for non Club activities**  Certain coaches are using club owned equipment for their own commercial endeavours and it was discussed about whether this should be permitted as its wear and tear on Club owned assets. A majority approved the principle that coaches should pay for use of equipment. LH will ask R Joseph how he thinks this could work. For instance whether an annual fee should apply and a method for signing out of equipment  **Medicine Ball Wall**  R Joseph has proposed the installation of such a wall. General agreement is supportive but the location needs review. LH will report back and contact Paul Martin for his thoughts. |
| 5 | **AOB**  It was noted that Suzanne is doing a great job on the PR  **Action**: LH to write to her to express thanks |
| 6 | **Date of next meeting**  Monday 12th May at 7pm  Clubhouse |