**Minutes of the Annual General Meeting of**

**Basingstoke and Mid Hants Athletic Club**

**Held at Basingstoke Rugby Club**

**Monday 22nd February 2023 at 7.30pm**

**Present:**

Ken Littlejohns; Wendy Littlejohns; Jackie Tobin; Terry Wegg; Lisa Hedderly; Mike Hedderly; Liz Flitcroft; Kevin Laing; Ian Byett; Jack Messenger; Kelly Doublet; Sue Pett; Anita Wilde; Alan Law; Dave Hope; Carol Quinn; Roger Doust; Michael Hickey; Rafer Joseph; Cheryll Ragan; Norman Adcock; Sue Scouler-Davison; Tim Fowler; Ben Hazell; Deborah Montgomery; Dave Hope; Ann Henderson; Leigh Henderson; Anna O'Neill.

**Apologies for absence:**

Apologies for absence were received from: Ray Gartland; Pete Bolton; Jo Breeds; Felicity Edwards; Andy Sleap; Emma King; Dave Ragan.

1. **Chairman’s Welcome.**

Leigh Henderson, acting Club Chair, welcomed the attendees to the AGM and invited Jackie Tobin, outgoing President, to say some words.

Jackie presented her words in the form of a Presidents Report which is attached as Appendix 1.

Leigh thanked Jackie for her contribution as President.

1. **Approval of the minutes of the AGM on** **28th February 2022.**

The minutes were unanimously approved with no abstentions. The number of votes cast was a clear majority of those present.

1. **Matters arising from AGM 2022.**

No matters were raised.

1. **To receive Chairman’s Report for the year ending 31st December 2022**

Leigh Henderson referred to the Chair report circulated prior to the meeting. There were no questions raised by the attendees.

1. **To receive Treasurers Report and Account for the Financial Year ending 31st December 2022**

Leigh Henderson referred to the Treasurer report circulated prior to the meeting. There were no questions raised by the attendees.

1. **To receive the General Secretary Report**

Leigh Henderson referred to the General Secretary report circulated prior to the meeting. There were no questions raised by the attendees.

1. **To receive the Membership Secretary** **Report**

Anita Wilde queried the messaging of the proposed increase in fees and whether such an increase could be justified. Much debate followed. It was explained that options are available to members to assist with payment such as payment by instalments and access to the hardship funds. Reference was made to the need to fit out the clubhouse and explanation was given that the fees have been benchmarked against other clubs and other sports. This comparison shows that the fees remain competitive.

It weas noted that equipment needs to be replaced during this budget year and that the Committee continues to work with the Council to ensure that the Council provides top quality facilities. It was acknowledged that the Council has invested £350k at Down Grange during the last year.

A question was raised about the VAT status of the Club and the Committee will work with the new Treasurer to ensure this is explained.

1. **Adjustments to the Constitution since sending to members 9th February 2023**
2. 2 a point v – Minutes Secretary (added)
3. 2 b point iii – SAL Secretary (not Secretaries)
4. 2 d point xi – delete ‘removed Minutes Secretary’, as now a director

No comments were raised, and the changes were passed.

1. **Changes to the Constitution since AGM 2022**
2. Amendments to content

Information summarising the difference between the Constitution agreed at the AGM last year and the one we are proposing now was provided prior to the meeting.

There has been a need to re-write our Constitution to reflect that we are now a company limited by guarantee. The Constitution proposed has been drafted by Phillips Law Company, who oversaw our incorporation.

To summarise:

* Previous Constitution – paragraphs 1 & 2 have been merged into paragraph 1 of amended Constitution.
* Previous Constitution – paragraph 3 (Management) has been replaced by paragraph 2 of amended Constitution (Governance)
* Previous Constitution – from paragraph 4 (Membership) and amended Constitution paragraph 3 (Membership) the documents are identical.

This was unanimously agreed with no abstentions. The number of votes cast was a clear majority of those present.

*Post meeting note*: These changes are to the company limited by guarantee to which the club assets will be transferred in due course. The Club continues to operate as, and the assets currently remain with, the unincorporated entity.

1. Role of President - to be included in the Constitution

The role of President is reserved for long serving members, who have demonstrated outstanding

service to Basingstoke and Mid Hants AC, acting as a figurehead of the Club, both internally and

externally. It is not a committee post.

* The Club President is an honorary role, supporting the work of the Club and always presenting a public face of the Club
* The President shall be nominated by the Committee and be ratified by Club members at the Annual General Meeting. Once elected, the position of President shall be held for a period of 1 year or sooner if the Membership votes the current President out of the role
* Only under exceptional circumstances can a Club President be re-elected or re-nominated after they have carried out the role for their term of office.

In anticipation of the post being adopted, Dave Hope has been approached by the Committee and agreed to fulfil the role. His contribution to the new club cabin work was acknowledged.

This was unanimously agreed with no abstentions. The number of votes cast was a clear majority of those present.

1. Remove Covid 19 Co-ordinator

This postholder is no longer required.

This was unanimously agreed with no abstentions. The number of votes cast was a clear majority of those present.

1. Youth Development Officer amended to Schools and Colleges Liaison Co-ordinator

This better reflects the responsibilities of the post. As such, it is deemed to be a Post Holder role and not an Office Holder.

This was unanimously agreed with no abstentions. The number of votes cast was a clear majority of those present.

1. New post – Special Projects Officer

With enormous amount of time and responsibility regards the construction of our Club House, it has become apparent that a committee role is needed that can deal with topics and issues that are not already under the aegis of other members of the Committee. The role will support the chair and committee with any project or activity to help develop the club. This includes but is not limited to:

* Research for new projects
* Support in organising events
* Co-ordinating the development and management of the new clubhouse
* Other activities as appropriate.

This was unanimously agreed with no abstentions. The number of votes cast was a clear majority of those present.

1. **Endorsement of Officers, Office Holders and Post Holders who are willing to continue in their roles.**

It was proposed that all role holders be confirmed in their posts for a further year. This was unanimously agreed with no abstentions.

1. **Election to Officer posts**
	1. **Officers**

Jackie Tobin oversaw this part a.

Having been in the position of Acting Club Chair Leigh Henderson has volunteered to take on the Club Chair role

The nomination was proposed by Jo Breeds and seconded by Anna O’Neill. The nomination to the vacant post was unanimously confirmed via a show of hands without dissention. The number of votes cast was a clear majority of those present.

Deborah Montgomery has volunteered to take on the role of Vice Chair. The nomination was proposed by Felicity Edwards and seconded by Anna O’Neill. The nomination to the vacant post was unanimously confirmed via a show of hands without dissention. The number of votes cast was a clear majority of those present.

Edward Thomas is standing down as Treasurer with effect from the AGM. One of the Club members is talking to Edward about taking over the role and his decision will be confirmed in due course. If the Club is unsuccessful in finding a new Treasurer, the Club may need to pay for associated services. In the meantime, Caroline Wegg is kindly keeping on top of Treasurer activities.

Ian Byett commented on the quality of treasurers that the Club has been fortunate to have over the years.

* 1. **People currently working in posts that require ratification**

Special Projects Officer – Felicity Edwards is performing this role. The nomination was proposed by Ken Littlejohns and seconded by Jackie Tobin. The nomination to the vacant post was unanimously confirmed via a show of hands without dissention. The number of votes cast was a clear majority of those present.

Schools and Colleges Liaison Co-ordinator – Lisa Hedderly is performing this role. The nomination was proposed by Jo Breeds and seconded by Ann Henderson. The nomination to the vacant post was unanimously confirmed via a show of hands without dissention. The number of votes cast was a clear majority of those present.

Welfare Officer (Female) – Sue Pett is performing this role. The nomination was proposed by Michael Hickey and seconded by Carol Quinn. The nomination to the vacant post was unanimously confirmed via a show of hands without dissention. The number of votes cast was a clear majority of those present.

* 1. **Post Holders**

Team Manager SAL Women – Emma King has offered to take on this role. The nomination was proposed by Jack Messenger and seconded by Carol Quinn. The nomination to the vacant post was unanimously confirmed via a show of hands without dissention. The number of votes cast was a clear majority of those present.

As a consequence, the vacant posts are:

* Health & Safety Officer
* Sponsorship Secretary
* NAL Women’s Team Manager

Roger Doust offered to take on the role of Health & Safety Officer and this was accepted, with thanks.

Ben Hazell will perform the NAL Women’s Team Manager role alongside his existing Men’s Team Manager role. This was accepted, with thanks.

1. **Membership Fees**

The attendees were reminded of the robust discussion on this matter earlier in the meeting and were asked to vote on the membership fee increases set out in the documentation issued prior to the meeting. The fees increase was confirmed via a show of hands. The number of votes cast was a clear majority of those present

1. **Club Stand, Club House and Photo Finish**

Felicity Edwards was unable to attend so Leigh Henderson presented an update on her behalf. He outlined the progress made and showed a map of the site. He explained that the track has been future proofed as much as possible with photo finish capability on both sides as trunking has been installed across the infield.

Explanation was provided as to why the stand was not able to be built into the bank and what the final stand should look like. The clubhouse layout was shown, and it was noted that further planning may be required for development inside such as kitchen facilities.

Leigh explained that the Council is considering remote technology to control the gates and lighting.

The role of Champion in donating the scaffolding and Geoff Butler in helping with the groundworks were gratefully acknowledged. Any other offers of help will always be welcomed.

Ideas that were raised by the attendees were:

* Inventory of equipment to be carried out with development of wishlist for new equipment required. This should include racking and storage – Rafer Joseph offered to undertake this activity with help from Andy Sleap and Deborah Montgomery
* Installation of a medball throwing wall - Rafer Joseph offered to produce a proposal on this
* Communications about equipment being moved and going missing – this will be discussed at the next coaches meeting.
1. **Any Other Business**

There were no other points of business. The meeting was declared closed.

Date of the next meeting to be decided.

Appendix 1 – Presidents Report

It has been a privilege and a honour to have been elected to be president of the club for the past 12 months.

I would like to thank all the committee on your behalf for their enormous work that they have put in to keep the club going not only on a day-to-day basis but all the time trying to move us forward a whist striving to add value for our members

The club has had an exciting 12months which has been wonderful after our Covid years.

There have been various outstanding performances on the track, in the field and on the road. Not only did we have 3 of the top 5 800m runners in the country on the power of 10., including Ben Pattison Commonwealth bronze medallist, who narrowly missed a medal at the European games, but 4th place is no mean feat. But there have been many well deserved pbs which are just as important. Success does not come overnight and in order to succeed we all have to overcome problems on the way.

Our league teams have done very well the masters reaching South of England Finals. The Southern Athletics League gaining promotion. Our National Athletics League Team holding their own mid table in the Championship league. The Junior Leagues Alder Valley and Wessex were well supported but we could do with even more athletes putting themselves forwards. Parents thank you for transporting your offspring.

Our cross-country teams started well but once again we would like to encourage more of our members to take part.

The Road runners have been running all over the country including the London marathon plus the club hosts a prestigious trail run which I would like to thank Tim Fowler for leading a large organising group

The backroom volunteers need a mention without whom the club would not function. So thankyou coaches and officials without whom no match would take place together with team managers, registration assistants and scorers

If anyone would like to help the club in anyway, please let us know we would love to have you.

It has been a pleasure to watch the under 9s just starting out, hoping that they will enjoy the sport for life, we do have a couple of members still active who are over 80.

 The next 6months are very exciting and We should in particular also thank Felicity for all her hard work in being our coordinator/ link person with the council and leading us through the building work with her subcommittee. Never have we had so much opportunity to enhance our facility in all the 25 years I have been associated with the club.

I look forward to the continued success of the club as I pass my baton on to the next President in our 75th year