**AGM**

**CLUB SECRETARY REPORT**

**FEBRUARY 2023**

**Legal Status**

The Club was incorporated as a company limited by guarantee and listed on Companies House on 15th December 2022. The 5 Directors are listed in the Constitution. The Council are looking to combine the leases for the Cabin and the land on which the Club House is being constructed, so they are both renewable at the same time. Insurance is being updated to cover the Club House. We are still members of the Community Amateur Sports Club (CASC).

**Policies**

Work on the policies is complete and they are on the website, in the Governance section, along with the Constitution agreed at last year’s AGM.

**Role Guides**

All Committee members including Officers, Office Holders and Post Holders have been asked to rewrite their job profiles, as they are shown on the Club website. This gives clarification of the work that Committee members carry out and is important when recruiting new members to vacant posts.

**EA Club Standard**

The Club Standards now form part of EA’s affiliation processand clubs are required to complete a [Club Standards](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclicks.e-connectservice.com%2Femail%2FS-296327%404437714%40lYdFgLhxR9mQcQJU0PLs1G19CmCX37skWV0DWfCC1uM.%40&data=05%7C01%7C%7C087d4ca3deb2457746ee08da37e4051b%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637883749732282558%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=WzLx%2F1iVJ6jTEw1IJgilogkHnc%2F%2B0NEIOjSJMDafpx0%3D&reserved=0) checklist.We have completed 6 out of the 7 standards – the ‘missing’ one is the licencing situation of 3 of our 48 coaches, which Leigh Henderson is looking into. According to EA we are more advanced than most clubs.

**Grants/bids etc.**

* EA Club improvement fund – successfully bid for £500 towards furniture for the new Club House
* Councillor Community Grants Scheme – we are awaiting the outcome of a bid to this scheme for £1000 towards the electrics for the Club House
* Shokz Headphones – there was an offer through EA to apply for a pair of Shokz Open Run Pro sports headphones – one pair Club, approximate value £150. These will be one of the raffle prizes at the upcoming Junior Awards Evening on 25th March.

**Basingstoke Voluntary Action (BVA) Lottery**

We received £592.50 last year from the BVA Lottery. Many, many thanks to those members who buy a ticket every week. 60p of every £1 ticket bought comes directly to the Club, with the chance to win £25,000 and other prizes.

**Surveys completed on behalf of the Club:**

* BVA – I completed a survey and subsequent entry for their New Public Directory
* Hampshire Community Voluntary and Social Enterprise Network (CVS) – survey of our activities over the past year
* Action Hampshire – survey seeking to understand how the Voluntary, Community and Social Enterprise sector had done over the past year and seeking views on future plans. The results will be used by the CVS Network and their partners, including Hampshire County Council, to make their work useful and relevant to changing times.
* CVS Network Survey – biennially Action Hampshire, on behalf of the Hampshire CVS Network, sends a state of the sector survey to charities, community groups and social enterprises in Hampshire. The aim is to understand the current realities of life for Hampshire’s voluntary, community, and social enterprise (VCSE) sector, in order to better influence local stakeholders and partners and provide more targeted support.

**EA SE Facilities Forum**

Liz Flitcroft and I attended an online forum to discuss and share knowledge around facilities in clubs. The discussion was led by Ed Hunt, who leads facilities for EA. EA has a small budget to support clubs and improve facilities. The discussion was interesting and Liz asked a couple of pertinent questions around Club Mark and the need for our ‘new’ track to be re-assessed. As a result I sent Ed the details of our track to ensure our Club Mark status was up-to-date.

**EA – Volunteer Club Leader of the Year**

Leigh Henderson won the regional award.

**Officials’ training courses**

3 people have put their names forward following a recent appeal – one each for track, field and timekeeping. We are always looking for additional Officials – you can never have too many! So please get in touch if you are interested in qualifying. All fees will be paid by the Club and you will get a great deal of support from our more experienced Officials.

**Care4Calais**

We received an email from Care4Calais. They are a charity that aims to support asylum seekers who arrive in the country. The volunteers help to provide as much support as they can, giving assistance with more complex health or immigration issues. The refugees often lack the basics and Care4Calais tries to help.

The Charity helps refugees in some hotels in Basingstoke, including the Hotel Apollo. Amongst the requests received were those for trainers and sports kit. Care4Calais are keen to encourage them to take part in sports, as they believe it helps the refugees in many ways, not least their mental health. As such they organise sports tournaments and other events for them.

They asked if we could arrange a kit/trainer collection for the refugees – any donations would be very welcome. As a result, I asked members to bring items to the Club Cabin Saturday on 3 dates in July. We had a **fantastic** response from Club members (a big thank you!), 35 bin liners full, as well as 2 large boxes. A thank you note was received from the Charity and also a thank you message from The Refugee Council.

**Club Kit**

Some great new items added to our online Club Shop (see website) over the year:

* Technical fleeces available now in red as well as black
* Contoured padded jacket, that is wind and showerproof with thermal lining
* Full length, wadded coat with high loft thermal lining, wind resistant and showerproof
* A new longer crop top has been produced by Masuri and is available to buy from the Club Shop
* Club bobble hat
* Water bottles (BMHAC badged).

Masuri manned a stand at a training evening to sell surplus stock. They also brought a range of items for people to try on and check what sizes they should be ordering. A very successful evening for all!

From April I will be holding stock of:

* Club Hoodies
* Crop tops (shorter length).

Club Vests (Masuri and Viga):

* Are available during training evenings, from the Club Cabin, on Tuesdays and Thursdays.

**First Aid Training for Coaches and Leaders**

* UKA has revised its policy on First Aid provision for coaches and leaders, so that it is aligned with the Health and Safety Executive requirements under Civil Law and Duty of Care
* There will now be a requirement for all UKA Licensed Coaches and Leaders to have a suitable level First Aid Training certificate, renewable every three years in line with the re-licensing process.
* This is mandatory now for all **new** Coaches and Leaders entering the qualification pathway and is a condition of the Coach licencing scheme
* For existing coaches, this ruling doesn’t come into play until April 2023.

Leigh Henderson (Coaching Co-ordinator) will be organising some inhouse (free) courses for coaches to meet this requirement.

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| **Disability Group (Sue Pett)**  Due to changes introduced to booking facilities at Down Grange, Sue asked if we could book the track for the group and the Disability Fund would reimburse us. As this makes much more sense for Sue, the Committee agreed. It is hoped that the Club will start at Easter with approximately 12 athletes. The sessions would run on Tuesdays, 3.45 – 4.45pm.  **Basingstoke Voluntary Sports Council (BVSC)**  I attend regular meetings of the Committee. This is a summary of points made by Kevin Laing, Chair Basingstoke Voluntary Sports Council (BVSC), over the year:   * Euskirchen German Twinning Festival of Sport – as a Club we have decided to not participate in this event as funding has been removed, making the trip more expensive for individuals * Kevin was asked to put forward proposals for new leisure facilities for Basingstoke. The ideas put forward by the BMHAC Committee formed the bedrock of his reply to the Council. * Regular links have ceased between the Sports Council and the Schools Sport Co-Ordinator * BDBC Sport Coaching Bursaries – the Sports Council were asked to undertake this role with £1,300 available. However, Kevin declined this offer as he does not wish to undertake this task until a new Coaching Strategy is available. * Basingstoke grant aided Get Active Initiative – project with 130 interactions involving sport promotions, club and school links, local Health & Wellbeing Strategy, This Girl Can, etc., is moving forward. We have added the Get Active logo to our website * The Council has stated they are not as financially secure as before Covid and any expenditure would be challenged for some time. Support from BVSC and the sporting community will be needed. Point made that the sporting community has also undergone very difficult times and if they were to evolve and be part of the BDBC Sport, Health & Wellbeing strategies, some funding support would be required for them * BDBC Strategic Plan for Sport & Recreation to 2025/Sport & Physical Activity Alliance report/Health & Well Being Strategy have been reviewed in light of Covid impact, BDBC funding available and revised targets plus available funding. The [Strategic Plan for Sport & Recreation to 2025](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.basingstoke.gov.uk%2Fcontent%2Fdoclib%2F464.pdf&data=05%7C01%7C%7C111cd6b5ea0a46a0ee5208dafe0f2776%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638101638290777747%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=RvO3O%2FF1RmS%2BxvxP%2Fx2Zaw%2Bdq%2Fa1Gqqc8RPo8ImkzWI%3D&reserved=0) is available on the BDBC website * BVA’s responsibility now include administration of BDBC grants, volunteer co-ordination and other activities on behalf of organisations including the sporting community * BDBC Grant Aid funding for Talented & Gifted Sportsmen & Women & Apollo Sports Awards – £6,900 has been initially approved for allocation at the 2023 Sports Awards. However, currently unsure if the Awards will go ahead as the Apollo have increased their costs dramatically and stopped being a major sponsor.   Future of BVSC?  This is not clear. However, it is felt that BVSC will probably cease. Potentially BVSC could continue independently in the short term by reallocation of existing funding reserves, until Autumn 2024 with Kevin’s role as part funded Chair extended.  **Fire Extinguishers**  Fire extinguishers checked and annual certificate issued.  Ann Henderson  Club Secretary   |  | | --- | | February 2023 | |  |   23, 7-9pm OR Wednesday 22 February 2023, 7-9pm •28 February 2023, 7-8.30pm • **Female Leadership in Sport** — Monday 6 March 2023, 7-8pm • **Club Standards Webinar Two** — Monday 13 March 2023, 7-8pm • **Managing and Creating Change Webinar** — Monday 20 March 2023, 7-9pm OR Wednesday 22 March 2023, 7-9pm • **Values in Leadership** — Wednesday 29 March 2023, 7.30-8.30pm • **Valuing Your Volunteers** — Monday 3 April 2023, 7-8pm  **E those currently holding leadership positions within clubs, and to those with aspirations to move into a bs, and to those with aspirations to move into a club leadership position in the future, the programme consists of a series of online training webinars, panel discussions, networking o**  **resources via our b. s will be joining us to impart their knowledge and ideas, and to facilitate networking between clubs and club leaders** |