**Minutes for Committee Meeting**

**Monday 12th December 2022 7.00pm**

**Present:** Leigh Henderson (LH), Ian Byett (IB), Jackie Tobin (JT), Felicity Edwards (FE), Ann Henderson (AH), Deborah Montgomery (DM); Carol Quinn (CQ), Edward Thomas (ET), Jo Breeds (JB), Ken Littlejohns (KL), Terry Wegg (TW)

**Apologies**: Anna O’Neill (ACO)

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|  | **PART 1** |
| 1 | LH welcomed the attendees and thanked them all for attending. LH confirmed that the meeting was quorate. LH advised the attendees that he has decided to stand for Chair at the AGM in February.  **Minutes of the last meeting (14/11/2022)**  The minutes of the meetings were discussed and agreed as true and accurate records. |
| 2 | **Matters arising from the last minutes**  The Committee Tracker was reviewed and updated. Points to note are:  Item 3, AH clarified that she is not responsible for Sponsorship. This post is vacant.  Item 4, JB stated that there was nothing to report on the LoveAdmin upgrade. |
|  | **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 there have been a lot of big spends:   * £30,000 from the track fund * Invoice for photo finish camera paid * £1000 allocated for upcoming social event   ET noted that Hoppit entries are up on previous years.  **Fixture Update**  We are more or less on budget; most of the outstanding payments are from new joiners.   * Wessex – confirmed hosting date 25/6/23 * NAL – will be at Yeovil and not Bristol * Cross Country Schools Champs - may not happen this year. JB was very concerned to hear this news and would like our dissatisfaction known to the organisers. JB will discuss with Lisa Hedderly and investigate the matter further. JT said that she could contact Southampton schools.   **Coaching**   * LH has a meeting scheduled with JB, Liz Flitcroft and Cheryll Ragan to discuss the U11 waiting list * Sprint group – John Davies is losing athletes and wants to work more closely with the main sprint group and would very much like to coach younger athletes. LH to arrange a meeting of sprint coaches * Endurance group – a number of athletes have left Barry Kitcher and elected to be trained by Rod Finch. LH tried to discuss the matter with BK who literally turned his backs on him. * Most of the endurance coaches are now working as a cohesive group. * The issue of poaching athletes from group to group was discussed. LH said we now have a clear expectation around the EA Code of Conduct for Coaches. He acknowledged there had been problems in the past and hopes the meetings with coaches concerned and agreeing new procedures, will address these issues. * LH has written a piece for the Basingstoke Gazette seeking ‘Friends of BMHAC’, who could help with a range of opportunities. He will send this to CQ to provide a list of people who ticked ‘yes’ on the membership form to the question of helping the Club. JB and CQ will make sure this question is included on renewal membership forms * JB thinks Sally Stevens might take on the role of Health & Safety Officer and will speak to her about this * JT has met with someone who wants to help next year.   **Competition Matters**  Question was raised as to why we have so few girls competing? JB made the very valid point that we are not a baby-sitting club and that parents need to recognise the need for competition commitment.  Southern Cross Country Champs – individuals recommended to enter themselves. Discussion re gathering numbers, collecting money etc.  JB commented how badly the Inter Counties has been organised this year.  **Club Secretary**  Discussion item on BHF deferred to next meeting.  CASC – AON and AH will work on this matter.  AH to decline Portsmouth AC request to hold a joint event. |
| 4 | **DECISIONS AND UPDATES**  **Stand and Clubhouse**  FE talked through her comprehensive report.  The stand is being delivered in February.  The green cabin could possibly used for storage or removed.  There is a meeting of the sub-group 4/1/23  IB reported that Paul Martin has said there was no intention of locking the fencing in the short term. The track needs to be able to be locked (e.g. Covid pandemic). Question was raised as to whether the gate by the Club Cabin will be retained?  FE feels that we need someone to project manage the building of the Club House. Tow names were put forward.  **Club Treasurer**  ET informed the Committee that he was resigning. LH asked if he would stay until the AGM, ET will consider this proposal.  There is a 2 stage verification process for payments, Caroline Wegg currently does this.  FE asked if there was a way of splitting the role.  LH and ET to have a discussion.  Thanks and appreciation were expressed for all Edward’s work.  **Appointment of Director**  The number of Directors for the Company is 4; Chair, Vice Chair, Secretary, Treasurer. Given that the position of Chair is currently vacant and that ET is resigning this leaves 2 Directors. This is a vunerable position to be in. AH suggested the Committee approved increasing the number to 5, which was agreed. AH then proposed ACO as her work as a Company Secretary makes her an ideal person for the role and will be hugely beneficial for the Club. This was approved by the Committee. AH will request that ACO consents to act as a director, in writing, and make arrangements for the appointment to be formalised with Companies House with effect from the date of the AGM.  **Budget Meeting**  To be held on 16th January at 7pm. TW will try and join the meeting by zoom. This will be held in the Club Cabin. |
| 5 | **AOB**  JB raised the issue of the Festival of Sport. Subsequently it was agreed that the Club could not support the trip this year.  AH asked if she could hold a stock of Club Hoodies – this was agreed. |
| 6 | **Date of next meeting**  Monday 23rd January at 7pm |