**Minutes for Committee Meeting**

**Monday 10th October 2022 7.00pm**

**Present:** Anna O’Neill (ACO), Leigh Henderson (LH), Ian Byett (IB) ,Terry Wegg (TW), Jackie Tobin (JT), Felicity Edwards (FE), Ann Henderson (AH), Deborah Montgomery (DM).

**Apologies**: Carol Quinn (CQ), Edward Thomas (ET), Jo Breeds (JB), Ken Littlejohns (KL).

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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 (12/09/2022)**  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. |
|  | **PART 2** |
| 3 | **REPORTS**  With the exception of the finance and membership report, the reports were issued in advance of the meeting via email and additional comments are noted below.  **Coaching**  The second round of come and try sessions were successful and it was also informative to lose 42 from the waiting list that are not interested. There is a need to re-configure coaching to assign the attendees to 3 categories depending on results achieved.  The attendees discussed adding a new Sunday session. LH is trying to co-ordinate between the waiting list owners and coaches to see what is possible with available dates. It was noted that the rotation pilot will take some year 6s from the list.  A discussion followed about the need for additional help. ACO suggested contacting the D of E scheme at Robert Mays School to provide opportunities for students requiring volunteering ideas.  **Action**: ACO to find out who the contacts are for D of E at Robert Mays  The Committee confirmed that they want the 3As scheme to continue but it was noted that LH needs assistance with the admin. It was suggested and agreed that certificates could be produced once a year and handed out at the awards ceremony.  LH advised that following the strength and conditioning survey he wishes to see who may wish to deliver these from within the club. It was agreed to put on coach comms a note saying we want to run these sessions once per week for 6 weeks and what do people propose.  There followed a discussion about recognising young athletes for helping at recent events. This was debated at length and the discussion centred on whether any reward was necessary. The consensus was that it would be difficult to define what activities should be rewarded and which shouldn’t. It was therefore agreed that recognition and thanks would be expressed on the website and/or Facebook and at the end of year awards ceremony if fits in to the agenda.  **Club Secretary**  AH asked whether Phillip can be paid now that the bulk of the work has been done. It was agreed that this is agreeable. AH will discuss with ET to make the arrangements.  AH explained that the club kit supplier is attending the track on the 11th of October and will bring additional kit they have accumulated. |
| 4 | **DECISIONS AND UPDATES**  **Club Legal Status**  AH advised that she has had further communication with Phillips and most of the issues raised have been closed and accepted. Further discussions on this led to a small number of actions.  **Action**: AH to check with Phillips whether HMRC should approve the new arrangements before completion due to the CASC registration.  As the President is a role that traditionally is a one-year term only a query was raised about whether the President should be a Shareholder/Director in the new structure. It was agree to ask Phillips to take President off the shareholder/director list.  In appointing directors a service address will be required which will mean that home addresses will be visible on the public register. This is not ideal and there is also no obvious address to use as the registered office.  **Action:** AH to ask Phillips if we can use their address as the company registered address.  The constitution has had minor changes only and these will be presented for approval at the next AGM.  **Stand and Clubhouse**  FE confirmed the news that the Council will provide the foundation of the Clubhouse within the existing budget. We need to decide whether to contribute to the stand if the Council have insufficient funds. This may mean the difference between 100 or 150 seats.  There is a need for a meeting about the photo finish arrangements.  A meeting has been held with Passmore where the layout has been reviewed.  A decision was requested on whether the order can be placed for the building. This was agreed by the attendees with the following associated actions:   1. **Action**: AH to check with lawyers about whether we can place the order before the company is constituted 2. **Action**: FE to talk to Paul Martin about the lease arrangements 3. **Action**: AH to talk to the bank about what arrangements will apply for changing the bank account   The sums involved were confirmed as £65k for the building, £8k floor and £15k contribution to the stand.  **Photo finish camera**  JT explained that the existing camera has a broken motor and needs upgrade to work with new photo finish hut.  A replacement camera which is more modern, with safer operation would cost just over £8k. It is expected that the costs can be recouped over 4 meetings when rented out. It is proposed to order once the building in place.  The Committee agreed to go ahead with the purchase.  **Official’s social event**  JT explained that she is assuming a January event at Lychpit Hall, and will invite officials, all of the Committee, team managers and volunteers who come every week. JT and LH can pull together a list of people to invite. People will be requested to ask bring their own drinks and glasses will be hired  **Throws meeting**  DM reported that we already have some entries, we can identify the opportunity for 96 entries across the events  **NAL letter**  Reference was made to the NAL letter, circulated prior to the meeting, which sets out Clubs worries about costs. This is primarily because timeframes make early start difficult unless teams stay over.  The attendees discussed a proposal for 6 teams to compete three matches with the fourth event being a grand final with decathlon type scoring. JT and 1B will feed back this proposal at the AGM. |
| 5 | **AOB**   1. TW requested missing minutes from ACO for adding onto the website. Post minute note – this has been completed 2. A decision is required on whether a senior awards night should be held 3. A meeting is being held on the 23rd of December at which a decision will be made about whether to incorporate a 10k into the Hampshire Hoppit. 4. It was confirmed that DM can claim expenses for attendance at the YDP – Youth Development Programme in support of one of her athletes. 5. It was agreed in principle to hold some stock from Masuri particularly as there is a minimum order for each ordering window. 6. The attendees noted that there was a miscommunication with a training group which led to a child being unaccompanied at the track and contact details not being available. This was dealt with and one of the welfare officers is looking into the circumstances to check whether processes should be changed. |
| 6 | **Date of next meeting**  Monday 14th November 2022 |