**Minutes for Committee Meeting**

**Wednesday 10th May 2022 7.00pm**

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

**Apologies:** Terry Wegg (TW), Edward Thomas (ET), Ian Byett (IB),

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|  | **PART 1** |
| 1 | LH welcomed the attendees and thanked them all for attending. AH confirmed that the meeting was quorate.  **Minutes of the last meeting (20/04/2022)**  The minutes of the meetings were discussed and agreed as true and accurate records. |
| 2 | **Matters arising from the last minutes**  During the previous meeting it was agreed to vote FE onto the Committee however the exact post was not defined. It was therefore agreed that the post would be ‘Special Projects’ postholder and FE will have full voting rights. It was confirmed that FE had been co-opted onto the Committee and this will be put to the vote at the next AGM.  The Committee Tracker was reviewed and updated. Points noted were:  **Volunteer Officials**  The Southern Athletics League have some special courses with funding available. It was noted that the Club had points docked at Wessex for not providing enough officials even though volunteers were offered. This is being queried. It was suggested that a quad kids competition could be run in the early evening towards the end of the term where athletes can only be entered if parents volunteer to help and learn.  **Action**: JT to lead the development of a quad kids event in July |
|  | **PART 2** |
| 3 | **REPORTS**  The Reports were issued in advance of the meeting via email and additional comments are noted below.  **Treasurer**  CQ highlighted that the balance sheet reflects a £15k income instead of the £25k she expected to see. CQ will write this down and request clarity.  The Committee have been made aware that there are concerns about the entry numbers for the Hoppit and the costs that cannot be mitigated. There is a risk that the costs will not be covered.  The Committee agreed that the Hoppit for 2023 should not be booked until the Committee has had a chance to discuss and had visibility of the balance sheet. In addition, a statement about the measures being taken around costs will be needed.  A suggestion has been made that the Hoppit funds may need to be reimbursed if all costs cannot be met for 2022. The Committee agreed that there will be no money transferred from the trackside fund. If assistance is required there are other available reserves that have not been allocated for the building works  **Action:** LH It will communicate with Tim about the decision of the Committee.  **Coaching**  LH expressed his thanks to JB for pulling together AAA standards awards scheme information. So far 34 athletes have achieved AAA standards this year. This will be compared before and after county champs and the records updated.  **General Secretary**  AH highlighted that Lauren Buttle from Sports Pitch Booking at Basingstoke Council will be attending some competition events to give her awareness of the activities involved. This was welcomed by the Committee. This will probably be the Club Champs in September.  The Committee acknowledged that the NAL team delivered a fantastic performance in the recent meeting. The Committee would like to thank the team for their efforts and Ben Hazell for managing the team. Every single mens event was covered.  **Action**: FE to collect together information about the event which can be shared with the Gazette |
| 4 | **DECISIONS AND UPDATES**  **Stand Update (Rolling item)**  KL and IB have been requesting quotes from companies that can provide clubhouse buildings. FE is passing all information to Ben so he can do a proper comparison. There is a need to look further at the dimensions and whether we can still get the size we want. The Committee confirmed a general position that we will proceed with as big a building as possible even if not fitted out.  **Welcome Pack**  It was noted that this has stalled because we need policy documents to be on the website. AH and ACO are meeting to finalise the documents.  **Website**  It was acknowledged that the website could benefit from some expert website design input.  **Action**: LH to suggest to Terry that further support from members is requested via Facebook.  **Committee Charter**  Two straightforward amendments were requested. The document will be updated and recirculated for approval at the next Committee meeting.  **Action**: ACO to update the Committee Charter and recirculate |
| 5 | **AOB**  JB is going to enquire about whether there is a desire for a senior awards event and also consider a BBQ for the track opening.  FE advised the Committee that Destination Basingstoke (her employer) are organising the Hampshire Octoberfest in September and requested that members be made aware of the arrangements for tickets. This was agreed.  Hatch Warren Runners have asked whether the Club can promote their trail running event. This was agreed and it was noted that they would be asked to promote the Hoppit.  JB advised that the Festival of Support will be proceeding next June, and this was welcomed by the Committee.  KL advised that Hampshire Cross Country have requested that an event be held at Popham on the 11th February 2023. This was agreed. |
| 6 | **Date of next meeting**  Monday 13th June 2022 |