BEDFORD & COUNTY ATHLETIC CLUB

MINUTES OF COMMITTEE MEETING

Monday 10th June 2024

<u>Present:</u> Paul Gooding [PG], Martyn Blackwell [MB], Allen Adamson [AA], Courtney Gunn [CG], , Bob Thompson [BT], Pete Carpenter [PC], Ewan Wilson, Denis Johnson (DJ)

Apologies

Penny Butcher [PB], Craig Emmerson [CE],

	>	Action
1	Minutes of Previous Meeting	
	 Agree accuracy - Agreed Matters arising – Junior vests cost £17. There has been no reply 	AA
	from Better on payment for hire of indoor facilities. Coaching capacity; some groups have been flexible in how they accommodate	
	extra numbers. It was agreed that we are reaching capacity and we will look at how we can best manage number of coaches and the	
	timing and use of facilities.	
2 F	Reports	
	Finance – Reports held. Committee liked the new reporting set up. Thanks to PC, PG and EW. EW pointed out that we are nearing our target membership and that membership fees are our only income and that we must scrutinise our expenditure. PC anticipated an influx in August because of the Olympics. August not a good time of year to cope with new members, coaches on holiday and groups winding down. Ga asked about churn of members. Exact numbers difficult to find, but our renewals are above previous percentages. Hard to know when to take members off the EA list. If we do resign them they will receive an email from EA. End of June is the deadline for renewals, so may see an increase. We have a number of expenses policies, which in some areas are a high. Review expenses policy next month. Entries for road and cross country are another high expense in relation to an individual membership fee. EW asked about timing of affiliation fees. Most League fees are paid in the Autumn. Discussion regarding CH statement and Final Accounts Reports. PG and PC to check the figures. PG informed the meeting that we may stage a Chiltern League fixture at Keysoe. Previously Keysoe was not available. Costs for this event do not appear in our budget. Costs have increased considerable. We are asking the Chiltern Cross Country League to cover main expenses. Chiltern League meeting on 10/6/24. Decision after feedback. Membership – Report held. 309 paid members to date. We will be very near our target number of members. The new member process has been streamlined as follows; new members attend on a Tuesday free two week trial (extended if only coming once per week)ber standard letter to enquirer	

	date of start of trial recorded	
	 after trial, if coach happy, asked to pay full membership MB asked if we have have notice of GDPR on the letter. No, it will be added. How soon can a new member expect to receive an EA licence? Should be within two weeks (twice per month) of payment of club fee, but can be accelerated. 	EW/PG
	 Volunteers - The committee agreed that increasing the number of volunteers was an urgent issue for the club. An email received from Tina Blackwell requesting support from track and field officials at away junior fixtures. Long discussion on how we can get more officials. Most likely to come from parent helpers. Suggested that 	
	older young athletes could be encouraged to qualify. Good for CVs and DoE. Follow up next month.	AA
	 Safety, Welfare & Grievances- No report. Club Standards & Governance - Review of Development Plan 	DТ
	taken off line. PB has informed the committee that a review of Codes	ВТ
	of Conduct no required as we follow those on line at EA web site. EW suggested that codes of conduct be posted on notice board. Agreed. • Performance/Event Management – The A&R Stanton Bursary, this	EW
	year is a joint award as chosen by Simon and Gavin. Letter to be sent to parents (BT) of the athletes and presentation made by A&R	BT
	on a club training night. Discussion on male athletes running bare chested in training. It was agreed that off site runs in public/populated places athletes should where vests, T shirts etc. In nthe stadium or in	
3	less populated training areas no concerns. Discussion Items	
	• Awards Long discussion on the scope, timing and format of T&F awards. Scope, meeting agreed to reduce the number of awards. Awards in the following categories; Masters, Seniors, U20, U17, U15,U13. In each category there will be a Best Performance Award male and female (12 awards). In addition there will be a team manager's award; chosen by each team manager, one award by each manager. In addition awards to those athletes breaking school records and National or International representation. Format, take around 45 minutes; be held at the club; buffet after the awards; presented by well known athlete (if available). Look at a date at the end of October	
	or beginning of November. DJ and Frank Jackson to look at Best Performance awards for all age groups apart from the Masters, CG to look at. An awards committee to be set up to arrange the awards evening; DJ and PC volunteered. PB to invited.	DJ/CG
	 Retrospective awards for last four years; DJ to and FJ to look at Best Performances and club records. Feedback from groups at August executive meeting. 	DJ/FJ/PC/P B??/
4	● SJ to start Mini Beagles on Thursdays as well as Tuesdays. He is	SJ
	 receiving help from a number of coaches and older athletes. Postponed National X Country to be held in September. PG asked 	
	committee for their support in sending teams. It was agreed to support	PG
	 entries but cap senior entries at 20. PG report to Tony. NAL at Leigh. It appears that very few athletes will make the trip. 	
	The committee felt we must fulfil our officiating duties, especially as we are hosting the final NAL match at Bedford. We will cover costs as follows; 20p per mile if more than one athlete or official in car; if any athlete is competing before 2.00 pm we will pay overnight	
	accommodation up to £50.	

CG requested keys to trophy cabinet. Keys behind reception.	
Date & time of Next meeting	
Monday 8 th July	

Meeting closed 2115 hours

Signed as a true record