

BEDFORD & COUNTY ATHLETIC CLUB

MINUTES OF COMMITTEE MEETING

Tuesday 18th May 2023

Present: Martyn Blackwell [MB], Allen Adamson [AA], Craig Emmerson [CE], , Courtney Gunn [CG], Bob Thompson [BT], Pete Carpenter [PC] (on line), Paul Gooding [PG].

Apologies: Penny Butcher [PB], Pete Webster [PW]

	➤	Action
1	• Minutes of Previous Meeting • Agree accuracy - Agreed • Matters arising - PC estimated £400 for winter team manger expenses. Quarterly payment to Fusion, accounted for but still to be paid. PG pointed out that we may need to pay in advance to comply with exemption from VAT. CG will pay Fusion. Invoice for Chiltern Lg, PG will send PC template. PG to meet CG and PC Monday 29/5 1900. PG offered to retrieve laptop from previous secretary. Clarification that visiting NAL teams need to supply officials. Important that the accounts are reviewed by someone from outside the club before submission to Companies House. PC will arrange. PG reported on discussions with Borough Council and research into relaying track. Emphasises the need to push forward with this to ensure track is relayed in 2024. PG will meet Council representatives as soon as new councillors are in place.	CG PG PC
2	Reports • Finance - copies of treasurers statement, 23 24 draft budget and 22/23 accounts held. Proposed accounts accepted. • Membership - majority of payments are via BACS. 130 paid members plus coaches, officials and honorary members. 50 members still to pay. Membership form, PB and MB still to complete. Some discussion on publishing photos. • Volunteers - Confirmation of Alex and Rosemary bursary. This year's recipient is Ellie Smith. AA to inform before it goes on to web site • Welfare & Grievances- one grievance still ongoing. • Club Standards - The AGM agenda was agreed. BT went through changes to articles and rules. Copies held. • Performance/Event Management - MB to recondition laptops donated by Rob Lands for photo finish. AA to facilitate. AA to contact Michael Blunt regarding reimbursement of course fee. In addition, the wheelchair section wishes to buy equipment from Amazon. Will need to arrange payment. Went through the 'snagging' list from YDL meeting. AA to follow up. • Communication - Changes to responsibilities of running the web site. PW will continue to handle content. Andrew Davies will look after the technical side of the web site. We may have someone interested in becoming a social media coordinator. In addition we need to find someone to edit the newsletter.	PB/MB AA AA AA
3	Agenda Items	

	• None	
4	AOB • Tina Blackwell would like to sell long and short sleeved training tops. Agreed. • Enquery from football coach, wait for further contact.	TB
	Date & time of Next meeting Tuesday 13th June (will consider meeting on Thursdays in the future)	

Meeting closed 2140