

BEDFORD & COUNTY ATHLETIC CLUB

MINUTES OF COMMITTEE MEETING

Monday 11th December 2023

Present: Paul Gooding [PG], Martyn Blackwell [MB], Allen Adamson [AA], Penny Butcher [PB], , Bob Thompson [BT], Pete Carpenter [PC],

Apologies: Ewan Wilson [EW], Courtney Gunn [CG], Craig Emmerson [CE],

	➤	Action
1	Minutes of Previous Meeting ● Agree accuracy – Agreed. Change spelling errors. ● Matters arising - - Wheelchair money moved to thjeir account. - New bank account acquiring monthly interest. - Invoices for wheelchair expenses forwarded to PC - Thanks to MB for ensuring smooth transition to new membership secretary. - Follow up membership changes in January. - Risk assessments, most of it common sense. Look at formatting to make it easier for coaches to reference. PG speak to JD. - Wind gauge equipment has arrived. - HCA – GP looking at. Check availability of PANC athletes.	EW PG
2	Reports ● Finance - Report held. Increase from last month. - Membership increasing. - Affiliation fees for 2024, £2500. - Slight difference in account and stock reconciliation. ● Membership – Report held. ● Volunteers - ● Safety, Welfare & Grievances- - PG struggling to get clarification on IR grievance. - Review of Safe Guarding Policy. New policy mirrors EA policy that we have now. Needs more references to vulnerable adults. To be taken back to the welfare officers. Requirements for some adult volunteers too onerous. Use the self-declaration form where possible. AA to ask MJ to complete form. ● Club Standards & Governance - - Development Plan. Working with BBC moved to amber. Induction moved to amber. Membership target to remain at 400, which we are close to achieving. Vacant officers posts still remain vacant. Officials secretary the highest priority. Links to schools. AA to speak to Gavin Fordham to ask if he would be the school liaison officer. Club house to be an 'active' interest. PG pursuing meeting with new track operators, GLL, as soon as possible to clarify use of the facilities. <i>Something was added to the development plan????</i> ● Performance/Event Management – PG gave out a list of 2024 fixtures, held.	PG AA PG AA

	Two new officials, Alan and Steph Lewey. Awards Presentation. Ask CG to look into changes. Coffee van, general support for inviting to attend training nights and club fixtures. ● Discussion on use of LJ pit. It was decided that TB would have sole use of the pit from 1830-1945 on Thursdays. PG to inform IR and speak to him after Xmas. ● Communication – Thanks to PW for another excellent job in producing the latest newsletter.	
3	Discussion Items ●	
4	AOB ● Xmas Handicap, 42 entrants. Indoor straight to be used for registration, presentation and refreshments. Finish by 1230. AA to arrange for tables and chairs. 20L tea urn purchased. ● MB expressed concern regarding the electric trunk cabling on sports hall wall, was it probably in stalled?	
	Date & time of Next meeting Monday 8th January 1900	

Meeting closed 2105 hours

Signed as a true record