

BEDFORD & COUNTY ATHLETIC CLUB

MINUTES OF COMMITTEE MEETING

Monday 2nd September 1900 2024

Present: Paul Gooding [PG], Martyn Blackwell [MB], Allen Adamson [AA], Craig Emmerson [CE], Penny Butcher [PB], Courtney Gunn [CG], , Bob Thompson [BT], Ewan Wilson [EW].

Divindra Bains [DB] and Dennis Johnson attended Item 1

Apologies

Pete Carpenter [PC],

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1	Awards Evening – Friday 25th October 1900-2030. The evening will keep to one and half hours. The awards group are working on the finer details. Area for winners to sit, before and after awards. The winners plus guest to be invites, 40-50 people. A further 100-110 tickets, up to a maximum of 150, to be available on first come applications. There is a buffet after the awards. Catering through GLL. The meeting agreed a budget of £1300. Divindra to look for a photographer. EW to speak to 'No Limits' regarding sponsorship of the event.	Action PB/DB EW
2	Minutes of Previous Meeting ● Agree accuracy – Agreed, correct spelling and grammar ● Matters arising – Expenses policy to be looked at a t a later date. Roll forward GLL staff meeting training. HCAs pick up later in meeting. Bare in mind Darren Kerr speaking to coaches regarding podiatry.	AA
3	Reports ● Finance - <u>August:</u> <u>Income:</u> Kit £137 Membership £1490 NAL refund hosting £1391.44 <u>Expenditure:</u> EYAL host £673.92 (£468 catering, £205.9 first aid) Kit £274 Keysoe- deposit for toilets £207 EA affiliations x 20 = £380 National XC entries £373.10 (excl SM / U20) Photo-finish, print cartridges, paper, etc = £147.51 Travel (SAL) £25 <u>Overview:</u> Cash at bank: £64,131.80 Provisions GLL/Fusion £12965 Wheelchair circa £4k (June bal was £3753) Leaves true balance of £47k <u>Accruals for reminder of year:</u> Keysoe £1k	PG

	XC Transport £1.5k Coaching – indoor £4k, courses/equipment £1k Affiliations £2.3k (incl YDL, NAL) XCV entries £3k Awards £1.3k TOTAL circa £14k Y/end projection thus circa £33k ● Membership – Report held. Membership increased to 416. 17 new paying members last month. Total paying members 348, exceeds full year budget by 37. 62 half year members. Since the start of the online new members process we have had 95 enquiries [end of July]. 59 have completed a trial, 27 have become members. However we are now reaching coaching capacity. Most groups are full or nearing capacity. PG reported that he feels that it is still not the right time to hand over the new members email enquiries. The correspondence takes up a lot of time. We may look at an automated response. ● Volunteers – PB and PG have looked at how other clubs recruit volunteer [best called ‘helper outers’ or use a phrase like ‘lend a hand make difference’]. Good to see that our appeal for an awards organiser was successful. We are planning to send out another letter appealing for volunteers, but not sure on the timing, probably the end of September. PG composing the letter. We will use a shorter messages, requesting help, on social media. The Awards Evening may be an opportunity to recruit helpers. ● Safety, Welfare & Grievances- No reports. ● Club Standards & Governance - EA Club Standards. We fulfil six of the seven standards. We fail on coaches qualifications. AA went through the six coaches concerned. AA and PG to speak to coaches who need to complete First Aid or Safeguarding courses. Some discussion on how unqualified coaches have EA insurance. Committee not concerned with senior athletes. Possibility of using Association of Road Running Clubs insurance for some coaches. ● Performance/Event Management – Indoor bookings. The rates have increased by 10%. Look at changing club times on Tuesday and Thursday to 1800-2000, by doing so we would half our indoor booking costs for Beagles Plus and Mini Beagles. More consultation required with coaches who use the indoors. Weights Areas. The club now has the use of GLL weights room during club hours. AA not sure if it is suitable and equipment not suitable for athletes’ needs. Storage. Discussion on where club equipment, beast, bars, plates and yellow boxes will now be stored. PG reported in the long term GLL intend to supply the club with storage space. In addition we are not sure what will happen to the space under the ‘lean to’. Track and Field Competitions 2025. MB pointed out that junior leagues will look at restructuring in 2026 when the age groups change. We will need to decide which leagues to enter in October. The committee will make the decision in October after consulting team managers and coaches. We will also look at the possibility of alternative competitions with local clubs. ● Communication – Thanks to Pete Webster for another excellent Newsletter.	AA/PG PG/AA PG
4	Discussion Items ● Expenses Policy and HCAs not pressing. Add to next agenda.	AA
5	AOB ● Discussion on executive meetings dates running up to Xmas. Agreed that we have two meetings before Xmas; Monday 14th October and Monday 2nd December	
	Date & time of Next meeting	

	Monday 14th October	
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Meeting closed 2100 hours

Signed as a true record