

Bedford and County AC
Minutes of Executive Committee Meeting Tuesday 17th September 2022

Present: Martyn Blackwell [MB], Allen Adamson [AA], Craig Emmerson [CE], Penny Butcher [PB] [by phone], Courtney Gunn [CG], Bob Thompson [BT], Pete Webster [PW], Pete Carpenter [PC] on phone speaker

Apologies:

1. Minutes of Previous Meeting

Agree Accuracy - Agreed

Matters Arising - BT still to follow up on extra insurance. AA has not contacted the previous secretary regarding the laptop.

2. Reports

Finance - Strong financial position. £60,000 in bank account. We must look to reduce our capital. Confirmation that we had only used two coaches this summer. Unsure if athletes or team managers will claim expenses. Date of EGM changed to 4/10 due to work commitments of the treasurer. PW to post change on web site.

Membership - Significant number of adult members. Seniors 39, Juniors 133, 33 various categories as well as free memberships. Half price membership from October. We will see more juniors joining in October. Membership of Beagles full.

Volunteers - Safety and Welfare Officer, Ian Roberts [IR] appointed after some discussion. Voting 6 for 1 against. Chair expressed his concern regarding the appointment. AA to speak and write to IR making clear the club codes of conduct. In conjunction with the appointment. The Social Media Policy to be published. PB to adapt EA policy for the club. AA to speak to Zoe Luscombe with regard to becoming the third Welfare Officer.

Safety, Welfare & Grievance - A panel has been appointed for the outstanding grievance. Awaiting documents from EA. AA to set panel meeting asap. We still do not know who is of interest to UKA. A more recent grievance is not been taken any further by UKA.

Club Standards & Governance - Edited development plan is on the web site. Committee asked to look at the new 'Articles of Association' and 'Club Rules' and send any comments to BT, within one week. They will then be posted on the web site. The committee passed the Inclusion Policy, voting 7 for 0 against, which will be posted on the web site. PB reported on attending UK Sport webinar about inclusion. As a club we should look to be more proactive in looking at how our membership reflects the community.

Role description of Volunteer Coordinator and Health and Safety Officer agreed. These to be posted on the web site and emailed to adult members.

The 1-2-1 coaching policy to be reviewed. All coaches should have signed the 'coaches code of conduct'. MB to check that this has been done.

Discussion on calling a coaches meeting. Initially the coaches meeting will focus on coaching topics and the purchase of coaching equipment. AA to speak to Darren Kerr, ex club hammer coach, to present on his work as a sports therapist. Coaches to be offered the opportunity to talk about 'what's on your coaching mind' or/and how the club can help with coach development. AA to call meeting.

PB suggested maybe having two coach coordinators or rolling coordinators.

Performance & Event Management - Beagles will start on 1/10. Applications are closed. Short of young volunteers.

Staging home track and field fixtures. Some concerns about our ability to fulfil the criteria required for NAL matches. Event management sub committee to be convened on 27/9 invites sent to team managers, BT, CG Graeme Packman and AA.

Athlete Pathway - PW and PB still working on the pathway. Clarification of school years for the following;

Beagles - Sch Yr 4.5 and 6.

Beagles Plus - Sch Yrs 6,7.

Communication - 2nd Newsletter published this week. PW gave thanks to the contributors. PW described the three stages in developing the web site;

1. Restructure the menu completed
2. Improve content - still some pages need updating, old web site to be 'decommissioned'. Team managers to be asked to review the 'Our Teams' page under Competition. Cover at Event Management sub committee.
3. Look and Feel - More photos are needed. PW to look at the IT mechanics of putting more photos on the site.

3. Discussion Items

No items.

4. AoB

CE - asked about a Chiltern League fixture at Keysoe next year. MB explained that Hayley Vinnicombe was leading the preparations. Longer discussion on what T&F leagues we should enter, if any. The Events Management sub committee to discuss. Members should be expected to compete for the club. This should be made clear to athletes when they become members. Longer discussion needed.

PB - Since the last meeting PB has talked to younger athletes [over 16] with regard to attending/observing committee meetings. Jemma James has expressed an interest. PB to draft an advert for other young athletes.

CG - would like the club to purchase a 'dongle' so results from home fixtures can be posted directly on to the internet.

BT - asked where we were in collecting data on which athletes are with which coaches. MB to supply data to PB to collate.

MB/PB

Meeting Ended 9.55 PM
Date of Next Meeting 11/10