

BEDFORD & COUNTY ATHLETIC CLUB

MINUTES OF COMMITTEE MEETING

Tuesday 14th March 2023

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

Apologies: Pete Webster [PW], Pete Carpenter [PC]

	>	Action
1	• Minutes of Previous Meeting • Agree accuracy - Agreed • Matters arising - Follow up on Alex and Rosemary Award. BT to produce a draft details to go on web site.	BT
2	Reports • Finance - CG reported that PC and MB still to sign bank documents, which will enable PC to have access to account. Minor issue about raising invoice to be sent to Chiltern Lg regarding staging league fixture. Jim Black still needs to be reimbursed for coaching course expenses. We have paid £750 to Companies House for late filing of accounts. AA to check with PC regarding this year's accounts. • Membership - No members signed up this month. All new members put on trial membership in the run up to renewals in April. Discussion on membership letter and importance of members signing up to club policies. Especially parents of junior athletes. Fusion requested that trial membership cards have an expiry date. Important that those on trial memberships still made aware of club policies. Committee will agree to a new membership letter through email. • Volunteers - BT volunteered to be on reception on Tuesday club nights from April. PB will also be there on Thursdays up to 6.15 pm. • Welfare & Grievances- IR and ZL are producing a pack on Safeguarding. In addition, procedures for actions. They have some concerns about how the club knows which athletes are on or off site on club nights. Fusion has requested our risk assessments. Speak to JD • Club Standards - Review of Grievance and Complaints policy. There being no changes to EA policy or our policies to stay the same. Preparation for EGM. Changes to Articles of Association, those proposed at EGM to go ahead, but more to be proposed at AGM following confirmation of our CASC status. • Performance/Event Management - Long discussion on the future of the stadium. Concerns over the state of repair; resurfacing of the track; changes to management; reputation of the track nationally. The club to push for meetings and more information from Fusion and the Borough Council. BT and AA to contact former officials from the club for their support in pushing for development of the facilities. AA to intimidate a meeting regarding the SAL matches with team managers and interested parties. BT reported on progress in appointing officials for our five home fixtures. As usual still some lead officials needed for most matches, but getting there.	AA PB/MB IB/ZL/PB AA BT/AA AA

	• Communication - The committee thanked PW for his work in producing the club Newsletter and the web site.	
3	Agenda Items •	
4	AOB • BT to visit previous secretary to obtain the club lap top.	BT
	Date & time of Next meeting Tuesday 11th April	

Meeting closed 2105

Signed as a true record