

Committee Meeting - 7 February 2022 - 19:32 pm

Present:

Allen Adamson, Martyn Blackwell, Penny Butcher, Peter Carpenter, Courtney Gunn, Bob Thompson.

Apologies:

Craig Emerson; Peter Webster; Rachel Welbourn

Item	Discussion	Action
Approval of previous meetings minutes	Minutes of previous meeting not available. To be approved at March meeting.	All
Matters arising	Matters arising from previous meeting carried over to March meeting.	All
Finance update and EGM	PC presented the following 3 documents which were discussed during the meeting: 1) Draft Minutes of the AGM held in June 2021 2) Updated Budget Position 3) Treasurers report on the 2022/23 season 1) Draft minutes of AGM - Clarification of reason meeting start was delayed by 10 minutes and the names of 3 club record holders. PC will amend minutes to reflect these clarifications and finalise the minutes. 2) Budget position and Treasurer's report - PC highlighted three key points raised at the EA Treasurer's session (2 February 2022). These points should be addressed by the Committee before the AGM (May 2022): - Reviewed financial processes	PC PC

	○ Started to devise a 3 year membership spending profile/policy – the aims and objectives of the club ○ Devise a reserves policy that matches our aims and objectives. ● It was agreed that the Committee needs to address these points as a priority before the AGM, especially the aims and objectives of the club. ○ The Club Mission statement and Vision identify the club as a community club. ○ AA observed that Beagles is currently operating as a community service. He suggested that the club could use the Beagles set up as a model, extending the format used in Beagles to U15 athletes. The U17 and senior athletes will continue in specialized training groups. ○ It was noted that more qualified coaches are required for the club membership to grow. ▪ MB suggested that a waiting list could be established with priority for membership given to athletes whose parents/carers provide volunteer services at the club. ● PC provided an overview of the Club's current and projected budget and proposed that club membership fees are held at the present levels for 2022/2023. This will be proposed at the EGM.	All PC
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	○ It was agreed that PC will include a request for volunteers to run catering at home track events within the budget overview. ○ It was noted that Beagles sessions may need to operate on different days (Mon/Tues/Weds/Thurs) during the summer term due to the number of stadium events planned for Saturdays. • Notice of overdue accounts from Companies House. ○ PC noted that no request had been received prior to the overdue notice. He will contact Companies House to rectify the situation. ○ It was discussed that the contact address for directors at Companies House and for CASC should be changed to the stadium address.	PC PC/MB? ? Who is doing this?
AOB	• CG requested that RW order 6 copies of the current UKA Rule book. • Fusion: It was discussed that several key championships held at Bedford in previous years appear not to have been scheduled at the stadium during 2022. ○ PC will contact Richard Tapley at Bedford Borough Council to discuss the above and ensure that the Council are aware of these plans. • Second-claim athlete (U20). ○ MB reported that a 17-year old athlete had paid in full the second claim annual	RW PC MB

	membership fee in January. He proposed that the membership fee be carried over into the 2022 season. MB will contact the athlete to relay this information. • Correspondence from Dennis Johnson regarding availability of minutes from previous meetings. ◦ It was agreed to make available minutes of all Committee meeting starting from the AGM in June 2021. ▪ MB to forward relevant minutes to BT. BT will review minutes to check if any redaction is required before these are uploaded to the website. ▪ RW/MB will inform DJ of this decision.	MB/BT RW/MB
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Meeting closed: 20.50 pm

Next meeting date: 1 March 2022 (EGM).