

Article I. Committee Meeting 8th January 2025 8.00pm – using Zoom

Present: Mark (Chairman), Dene (Treasurer), Ian (Welfare), Sarah (Welfare), Andy Hughes, Alistair P (Membership Secretary), Carole W (Club Secretary), Richard N

Apologies: Elaine		Action
1	<p>Matters Arising from Previous Minutes:</p> <ul style="list-style-type: none"> • Andy looking at website on how to include juniors news – on-going • MW to circulate draft policy on travel and other expenses • Agreed that money should be spent on damaged cage and long jump rather than high jump, unfortunately college ordered high jump. • Awards evening, any trophies outstanding will replace, Elaine sent certificates to printers • Need update of EA portal of policies and standards, like to get to 100% for gold standard (can help for future funding requests). Sub-group to look at, to include update of directors with Companies House and Trustees for Charity Commission. MW to circulate list to proposed Trustees to agree 	<p>AH</p> <p>MW</p> <p>MW/DM</p>
2	<p>Treasurers Report:</p> <ul style="list-style-type: none"> • Dene produced her report prior to the meeting. • No invoices outstanding • Need to invoice RFRF to year end • Received some Primary School Challenge monies, to be held over to 2025 accounts • £390 maintenance for toilets damaged in storm • 2024 accounts sent to Keiran Stocker, new 	

	accountant to prepare for AGM	
3	<p>Future finance</p> <ul style="list-style-type: none"> • Now that the major capital expenditure on the track has been spent we have a realistic financial picture going forward, approx £30,000 funds. Currently see future expenditure will be required on long jump pits, nets and cage, hurdles and garage at approx £20,000. • To increase funds will look at applying to charitable trusts etc. Agreed to increase track charges and promote use. • Membership fees have been frozen for several years, after decreasing post Covid from £80 to £75 for adults. These have covered increases each year to EA fee. Agreed to therefore increase to £85 for 2025 onwards, with pro-rata increase in all other membership fees. Mark to provide reasoning for AGM. 	MW
4	<p>Coaching & Competition:</p> <ul style="list-style-type: none"> • Need to define roles in Race management - Race director, Volunteer co-ordinator, Entries administrator. This will help greatly to spread workload. • Paul Waldron on manages our race entries. He is stepping down next year so need replacement to pick up technical knowledge. Richard to arrange meeting to explain role and tasks with Ian, Hannah (who is managing entries for PSC), Andy. <p>Events 2025:</p> <ul style="list-style-type: none"> • Tavy5 continue with, discuss with Meadowland manager if a junior mile could be included • Tavy13 agreed to look at moving to June, Mark to 	<p>MW/RN</p> <p>RN/IC/AH</p>

	<p>notify Armada clubs next week. Then look at race management (see above)</p> <p>Other:</p> <ul style="list-style-type: none"> • Couch to 5k session, 21 in new intake in Jan 2025. • No Senior coach, agreed to appoint Coach co-ordinator as interim role for this year. 	<p>MW</p> <p>MW</p>
5	<p>Facilities:</p> <ul style="list-style-type: none"> • Mark progressing issue of lighting – either spend up to approx £7000 to replace ‘as is’ or get funding from other funders to upgrade to protective units (up to £10000 required) 	<p>MW</p>
6	<p>AOB</p> <ul style="list-style-type: none"> • Awards evening now on 17th Jan, need projector – Ian and Andy to look at providing. • AGM on 22/01/25, start 8.00pm. All committee members agreed to continue with roles. Richard will handover role once new race director found. Dene looking to hand over role managing catering at events. 	<p>IC/AH</p>
	<p>Date of Next Zoom Meeting Wednesday 5th February 2025</p>	