



**Minutes of Meeting
Amber Valley and Erewash Athletic Club**

**Committee Meeting: 7:30 Monday 5th June 2023
Community Room, Ilkeston Fire Station**

1. Apologies for Absence

Jayesh Dave ("JD") and Julie Feeney ("JF")

The following committee members were present: Janine Bonser ("JB"), Damian Banks ("DB"), Rich Woodward ("RW"), Dan Humphrey ("DH"), Sarah Turner ("ST"), Vicky Shore ("VS") and Claire Brackenbury ("CB").

2. Approval of last meeting's minutes

Minutes approved by the committee.

3. Previous Actions and Matters Arising

Saturday training

JB has publicised as though it has not seeped through completely, largely people are coming in through the stand and sign ins are working better.

Clubhouse/additional buildings

Dealt with under future proofing.

Competitions

Dealt with under competitions update.

Rec Group

Dealt with under rec group.

EA

DB said he had not been on this yet, but it was on the list.

ACTION: DB to speak to EA about the credit email.

Kit

Dealt with under kit.

Presentation evening

Dealt with under social events.

Membership secretary

CB attended her first meeting having offered to take on the role of Membership Secretary which was agreed unanimously by the committee. It was noted that April was the heavy time of year as membership forms were collated and then all needed processing as the new athletic year begins.

ACTION: RW to support CB with regards to taking up the role of Membership Secretary.

Noticeboard

Noticeboard improvements and revamp have taken place in the RSP building.

Personal Bests

ST has purchased the England Athletics 'Personal Best' certificates and it was suggested that these could be sold mid-season to athletes or given out at the end of the season. It was discussed how they might fit in with the Presentation Evening – end of year certificates - linked to the previous grading system.

ACTION: ST and DH to discuss this further with the possibility of sending out a survey to parents to find out their views.

Athlete assistance

JB has spoken to the athlete, and they are booked to have a chat about this in July.

ACTION: JB to report back on meeting and proposal.

4. FG development and future proofing

As JD was away, this took a back step until the next meeting.

Future proofing

VS reported that at YDL they had seen a shed like building at Burton which seemed to sell refreshments and have kit hanging up in it. The proximity to the track seemed ideal. Ideas were mooted for a similar building at the RSP track, e.g. a room in the leisure centre or on the D that's unused at the right hand end of the track.

ACTION: JB to speak to JD with regards to speaking to RSP about these possibilities.

5. Competitions update

Mini-Bus Licensing and Cost of Hire – Nothing further to add at this point with regards to licensing. Deliberation took place on the need for a bus/coach for the next Heart of England Match at Nuneaton. The issue being the cost of about £800 when income from athletes/parents paying to access the transports was only about £250 which incurs a significant loss.

ACTION: RW to look for alternative companies and costs for both a mini-bus and a coach for forthcoming matches.

The committee discussed various issues with regards to numbers attending at different competitions and athletes willing to compete in a variety of events to support the club. It was noted that some athletes are choosing to be very event specific.

It was also reported that one of the judges at YDL was short-tempered and, in parts, downright rude.

ACTION: RW to raise a query with YDL/Burton about this.

6. Recreation Group & OakFest

Pitch has been booked at OakFest – at a cost of £15 – for Sunday 2nd of July to promote the club and athletics. It has been agreed that a space (down on the old cricket pitch) will be provided to run races, e.g. 'The fastest kid in Oakwood' and also to run some events such as: Speed Bounce, Standing Long Jump etc – which will require some of the equipment taking down from the club.

At present, RW, ST and CB all to attend. DH to check availability.

ACTION: Sub-committee to discuss plan for day.

7. Finance

Card Reader

DB presented a summary of information on 4 different 'Card Reader' systems and asked the committee to consider two of the options that meant parents/athletes payments could be made on a Point-of-Sale device rather than using volunteers' phones. It was agreed to purchase two 'SumUp' devices as the charges were the lowest and also the devices were less costly compared to the other suggestion, while also providing the option to give refunds and provide receipts, especially for the purchase of clothing. It was agreed to proceed with the purchase once a couple of questions could be answered.

ACTION: DB to confirm that the devices will work with/without WiFi at the locations that the club require to register and take payments and also to confirm the way the app/system will be linked to the club bank account.

3rd Account

DB confirmed that the forms to open a 3rd account – to be used for charitable income and expenditure – had been handed into HSBC. It was hoped that the account would be available for use soon.

Up-Dating Bank Account Mandate

DB confirmed that the application to have JD, RW and DB as the signatories and authorised mandates on the accounts had now been applied for online. This form had been printed off and DB and RW have signed this. Once JD has signed this then it can be returned to HSBC for processing.

ACTION: DB to speak to get JD to sign forms when he returns.

8. Kit & other equipment requirements

VS has purchased the table for use at competitions. It was also noted from recent experience at competitions, that club officials would benefit from a box of equipment that should be readily accessible for use at competitions. In club sessions, it is difficult to know which shots are which weights etc. We are still awaiting the store at the RSP track to be organised. It is a priority that we find a better location/more organised place to store and organise equipment. Maybe a kit bag for HofE/YDL so that we can turn up with a 'Club Bag' that has all the necessary equipment in it.

ACTION: RW to add this item for further discussion at the next meeting.

9. Social Events

Nothing further to report.

ACTION: DH to chase Derby Conference Centre new prices for the Presentation Night.

10. A.O.B

Nothing to report.

Date of Next Meeting:

Monday 3rd July 2023 at 19:30pm