Bournville Harriers

**MINUTES OF CLUB COMMITTEE MEETING**

**Held on Monday 12.11.18**

Meeting chaired by: Dave Powner

Attendance

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** |  |
| Dave Powner (DP) | Club Chairperson | ✓ |
| Jude Glynn (JG) | Club Vice Chairperson | ✓ |
| Suzanne Bunn(SB | Club Secretary | ✓ |
| Lin Goulding (LG) | Club Treasurer | ✓ |
| John Cheel (JC) | Membership Secretary | ✓ |
| Nicola Morris (NM) | Ordinary Member | ✓ |
| Simon Newman (SN) | Ordinary Member | Apologies sent |
| Nicola Sykes(NS) | Head Coach | Apologies sent |
| Sue Ward (SW) | Race Events Co-ordinator | Apologies sent |
| Stacey Marston (SM) | Communications Officer | ✓ |
| Rhian Littlewood (RL) | Team Manager Women’s Cross Country | ✓ |
| James Drakeford(JD) | Team Manager Men’s Cross Country | ✓ |
| Simeon Whiting (SW) | Team Manager Men’s Road Relays | ✓ |
| Jude Glynn (JG) | Team Manager Women’s Road Relays | ✓ |
| Steve Doswell (SD) | Membership Development Co-ordinator | ✓ |
| Miriam Stevens (MS) | Kit Secretary | Apologies sent |
| Rachel Partridge(RP) | Social Secretary | ✓ |

# Apologies Received

See above.

1. Minutes from previous meeting accepted and action points discussed and agreed.

Action points update: All dates booked as per action points. SW is sorting out issues with tent artwork at the moment.

1. Club tax liability

* LG has discovered that the club had not correctly recognised its tax status or tax liability, this has resulted in an under payment of Corporation tax (CT). Whilst income from club members is exempt, income from non club members entering the Leafy or Beginners course is subject to CT, The committee agreed that this discrepancy should be rectified and all owed taxes paid, the club should account for any tax due in the correct manner. LG to contact HMRC.

1. Club tax status

* There are three options for club tax status which LG explained in detail. We are currently an Unincorporated Association with no specific tax status which is the simplest status for an amateur sports club. Other options included Community Amateur Sports Club or Charitable status, both which carried with it quite a few stipulations which would perhaps be difficult for the club to put in place (in order to be community based the club would be required to open up the age range to younger people etc). LG will send a link to information relating to the different tax statuses to committee members to read / review, this will be discussed further and agreed in the January committee meeting.

1. Committee vacancies.

There have been a few changes recently and some more for various reasons and this will mean a few vacancies have come up on the committee:

Vice chair: JG is temporarily filling the post and it was agreed that this post should be advertised at the end of the club year in order to fill the position at the start of the year.

Head coach: Nik Sykes is unfortunately unable to fulfil her role as she has moved and it has become difficult to maintain travel arrangements to club for the level of commitment required. Suz West has been approached and is willing to take up this post wef the new year (after Christmas)

Cross country captain (male team): James is moving abroad and a new team captain will need to be found. Committee members were encouraged to think about suitable people.

Membership development coordinator: Steve has recently resigned from this role and again committee members were urged to look for a suitable person to fill this role. The committee requested that Steve remain on committee as an ordinary member as his contributions were always valued and the committee did not want to lose his expertise.

1. Christmas party

It was suggested and agreed that the Christmas raffle money should be donated to Hope homeless outreach charity.

1. Canon Hill parkrun takeover

Anna Mcmanus has agreed to become run director and will be asked to be main contact.

There are other roles available and Emma Hopkins has agreed to be the results processor.

SM will do a gradual increase in publicity to advertise.

Jeff will continue to administer the volunteer rota, so announcements will be made to encouragement club members to volunteer through the usual channels.

Pacers were considered, it was decided that we would see if all other roles were filled first then pacers would be chosen/positions filled.

JG volunteered to organise volunteers on the day.

1. Membership stats

There are 3 VLM places due to the increase in members subscribing; currently 251 members. If members want to enter the club ballot they should send a letter to the chair with proof of the rejection letter in order to enter the ballot. Club members should have been members for a year to qualify.

1. PJ pursuit

This is currently being organised and it was also decided that there should be a first aid plan and a reminder should be issued to people when it is advertised that people must be fit to run before they enter and run the race.

1. A.O.B

Member of the month – Kerry Louise

Awards – the venue is booked and this needs to be an agenda item for January to discuss nominees.

Running track – the planning for redevelopment of whole site is being planned and no running track will be conserved until then.

# Actions for next meeting

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| --- | --- | --- | --- |
|  | **Owner** | **Action** | **Complete / Review** |
| Events shelter | SWh | To sort issues with artwork |  |
| Tour of Bournville | SWa | To investigate possibility/from previous actions carried forward |  |
| Tax status | LG | LG to distribute information regarding different tax statuses to the committee for review |  |
| PJ pursuit | SWa | To create first aid plan |  |
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Next Meeting: 10th December 9pm