

Kent AC Monthly Committee Meeting – Minutes September 2020

7 th September 2020	19:30 – 20:10	Zoom
Type of meeting	Monthly Committee Meeting	
Chairperson	Alan Curtis	
Note taker	John Barron	
Present	Bernie Hutchinson, Dan Pettitt, David Devlin, Dave Morgan, Spenser Lane, Victoria Buck, Pete Lighting, Neil Gordon-Orr, Len Reilly, Susie Fairbrass, Joe Appiah, Amelia Pettitt and Norman Fairbrass	
Apologies	Ken Pike, Adrian Musson, Dennis Fairbrass, Ellie Brown, Ted Aston and Katie Rowland	

Item 1: Previous Minutes

	Person Responsible	Action/Date
<p>Matters arising:</p> <p>a. Ladywell Arena</p> <p>4 committee members participated in a ‘key user group’ call with Lewisham Leisure on 03/09/20. Meeting notes attached.</p> <p>The 3 other key user groups (Lewisham Borough Football Club, Forest Hill FC and S-factor) are all sympathetic to the council’s proposed strategy of a ‘community asset transfer’ model for the arena.</p> <p>At time of writing Kent AC has not indicated how it views the proposal.</p> <p>Dave Morgan tabled a number of potential scenarios for the committee to consider in any future negotiations.</p> <p>Next steps:</p> <p>The consensus - wait for Lewisham to issue an ‘expression of interest’ invitation and respond with a strategy agreed by the committee.</p> <p>Dave Morgan will take responsibility as the club’s main point of contact with Lewisham & key user groups.</p> <p>Contact the other key user groups to better understand their plans.</p> <p>b. Equality, Diversity and Inclusion Working Group</p> <p>Two meetings have taken place with a 3rd planned for 28th September.</p>	<p>John</p> <p>Dave</p>	<p>Actioned</p> <p>ASAP</p>

<p>The working group will make its first report to the committee at our October meeting.</p> <p>c. Zoom</p> <p>An account has been opened in JB's name on behalf of the committee. The cost is £11.99 per month for up to 100 participants.</p>	John	5th October
Item 2: Club Secretary Report		
	Person Responsible	Action/Date
<p>a. Fundraising</p> <p>Club 250 – August winner: No: 22</p> <ul style="list-style-type: none"> • Karen MacIntyre <p>Club 250 – September winner: No: 32</p> <ul style="list-style-type: none"> • Richard Phillips 	David	ASAP
Item 3: Treasurers report		
	Person Responsible	Action/Date
<p>a. Bank balance</p> <p style="padding-left: 40px;">i. £24,853.00</p>	David	
Item 4: Membership secretary report		
	Person Responsible	Action/Date
<p>a. New joiners:</p> <ul style="list-style-type: none"> • Alice Pillar (1:41 HM) • Tom McGrath (1.27 HM) • Louis Wampler 100m Sprinter • Taylor Huggins (target sub 3 M) • James Booth (2.55 M) • Siggy Robson (Jnr's coach 2nd claim) <p>b. Resignations:</p> <ul style="list-style-type: none"> • None <p>c. Club fees/EA: 20/21 & 21/22</p> <ul style="list-style-type: none"> • Just over 50% of those members eligible for subscription fees have now paid. • Now that races and training has restarted the committee thought it not unreasonable to ask those members who have yet to pay to do so now (<i>with the exception of those facing financial difficulties as a result of the pandemic</i>). • Subscription fees for 21/22 will be dependant on the outcome of discussions surrounding the Ladywell Arena. 	Bernie	ASAP

Item 5: Comms Manager

	Person Responsible	Action/Date
<p>a. Activity update</p> <ul style="list-style-type: none"> Weekly bulletin now 13 weeks old Emailed to 427 members via mail chimp. Stats: views averaging 65% which remains very encouraging. The bulletin is increasingly ‘packaging’ club information into the one universal vehicle and reducing intra member email traffic. To maintain the data base of members for comms purposes it was agreed that when a club vest is issued to a new member the comms team will be copied in. New member profiles to be forwarded to the comms team for entry in the weekly bulletin. 	<p>John</p> <p>Bernie</p>	<p>Ongoing</p> <p>Ongoing</p>

Item 5: Safeguarding & Welfare

	Person Responsible	Action/Date
<p>a. Covid 19 Update</p> <ul style="list-style-type: none"> A note to the coaches was issued 27th August setting out the EA rules for returning to training. A & C groups have recommenced Tuesday evening training sessions implementing the EA guidelines. Other groups are planning to return to training later in September. The upcoming club champs at Sutcliffe Park will take place in a Covid secure environment. 	<p>Susie</p> <p>Susie</p> <p>Susie</p> <p>Susie</p>	
<p>b. Safeguarding concern – report to Club Committee (July 2020)</p> <ul style="list-style-type: none"> The person concerned represented the club in British League events on 8 occasions between 2015 – 2017. A copy of the report is available to members on request. It was agreed that EA would be contacted to ascertain that because the individual concerned participated in other sports that each respective governing body had 		

<p>been contacted and made aware of the outcome of proceedings.</p>	<p>Neil</p>	<p>ASAP</p>
<p>Item 7: AOB</p>		
	<p>Person Responsible</p>	<p>Action/Date</p>
<p>a. <u>Pete Lighting – Track Captain</u></p> <p>Pete is stepping down at the AGM in November. He is taking at least a year away from positions of any responsibility at Kent AC but after that he is happy offer to do his bit on one of the admin/finance committee roles, should that be required.</p> <p>Ian Ellwood has kindly offered to replace Pete. Subject to club processes he will be elected to the committee at the AGM.</p> <p>In the interim Ian will be added to the committee circulation list.</p> <p>b. <u>John Barron – Club Secretary</u></p> <p>John is stepping down at the AGM.</p> <p>c. <u>Volunteer Self Declaration Forms</u></p> <p>Now required under EA guidelines to be completed for regular volunteer activity and one-off events.</p> <p>(https://www.uka.org.uk/governance/welfare-and-safeguarding/self-disclosure-process/)</p> <p>d. <u>Siggy Robson</u></p> <p>Jnr’s girls group coach has joined as 2nd claim (1st claim Petts Wood).</p> <p>e. <u>AGM calling notice</u></p> <p>The AGM is scheduled for Tuesday 27th November. Calling notice will be issued by 26th September.</p> <p>It was agreed that for members who would prefer a ‘physical’ meeting that we should combine with a zoom call. A video link could be set up in an agreed venue, probably the Blythe Arms.</p>	<p>John</p>	<p>ASAP</p>

Notes from meeting with Lewisham Leisure and Ladywell Arena Key Users Groups

For Lewisham: James Lee, Director of Communities, Partnerships & Leisure

For Kent AC: Dan Pettitt, Dave Morgan, Spenser Lane & John Barron

Key User Groups: S Factor, Lewisham Borough Football Club, Forest Hill Park Football Club & Ten B?

1. Leisure Management Contract

- Ladywell arena is a loss-making facility for the council and going forward they are open to any ideas for a new operating model.
- Currently negotiating exit agreement with Fusion and the mobilisation of a new contract with GLL. The council anticipates this will take another month to complete.
- The agreement with GLL is Borough wide and includes the arena. The aim is to transfer the operation of Ladywell to others (preferred option is Community Asset Transfer) as soon as is practical.
- GLL has yet to table a proposed interim operating model for the arena.

2. Interim Actions/Requests

- Glendale (parks maintenance) has commenced grass cuttings, grounds maintenance and repairs.
- While the Fusion contract remains in place and until it is formally terminated access to the track for Kent AC is extremely unlikely. When pressed the Council is going away to consider key user group access for us and S Factor when GLL are in place prior to fully reopening the arena to the public.

3. Next Steps

- In due course the council will issue to key user groups & others an 'expression of interest' document. This will formalise the start of the process and provide Kent AC with the opportunity of putting forward the club's view on the future operation of the arena.
- A 2nd meeting is scheduled for the end of the month.