Kent AC Monthly Committee Meeting – Minutes October 2020				
2nd November 2020		19:30 – 21:23		Zoom
Type of meeting Mon		hly Committee Meeting		
Chairperson	Alan Curtis			
Note taker	John Barron			
Present Bernie Hutchinson, Dan Pettitt, David Devlin, Dave Morgan, Te			vid Devlin, Dave Morgan, Ted	
	Aston, Katie Rowland, Spenser Lane, Neil Gordon-Orr and Len Reilly			
Apologies	vologies Victoria Buck, Pete Lighting, Amelia Pettitt, Ken Pike, Adrian Mussor			
	Dennis Fairbrass, Ellie Brown, Susie Fairbrass, Joe Appiah and			ie Fairbrass, Joe Appiah and
	Norman Fairbrass			

Ite	Item 1: Previous Minutes				
		Person Responsible	Action/Date		
Ma	atters arising:				
a.	<u>Ladywell Arena Update</u>				
	Ladywell Arena reopened on Thursday 29 th October to key user groups only.				
	Block booking only. Kent AC hiring track for 3 hours on a Tuesday $17:45-20:45$ and 2 hours on Thursday $18:30-20:30$.				
	Track hire cost is £35 per hour until 31st December thereafter £50 per hour.				
	Due to lockdown preventing training for the next four weeks the club will request that GLL extend the lower hire rate until 31st January	Dave	ASAP		
	A fee of £2.50 for member track access was agreed for Tuesday 3 rd November and free access to junior members. Thereafter a track pass with advance payment options for 3/6/9/12 months is under development.	Dave	30 th November		
	A single payment option is likely to remain in place to capture income from prospective new members attending track 'taster' training sessions.				
	The committee has agreed to the following track fee concessions:				
	Track fee's for Junior members to remain at 70p				
	Longer term a membership subscription that includes a track/no track option will be investigated.	Dave	Ongoing		

	It was agreed that refunds will only be made should arrangements with GLL change leading to cancellation of track access or the ongoing pandemic leads to a further lockdown.		
	It was agreed track access is for paid-up members only.		
	Sum-up is the proposed payment solution for the collection of track fees.		
	It was confirmed that no maximum track usage limit is in place by GLL or EA provided we adhere to the prevailing athlete/coach ratio guidelines.		
	An analysis model is under discussion for the purpose of cross monitoring, completion of the Covid19 Self declaration form, track fee and member subscriptions.	Dan	Ongoing
	Track fees must match track hire costs. The committee is clear that track use must be cost neutral to the club i.e. members are not subsidising its use and our financial reserves are not cross subsidising the Arena.		
	The management of track access on Tuesday & Thursday evenings is currently being undertaken by a team of 4 volunteers. When the process for admitting and marshalling members has stabilised the intention is to then share the volunteer role across all the training groups (with the exception of the juniors) The ongoing rota management will be led by the volunteer coordinators Heather Castle and Simon Allen.	John	Ongoing
	At a meeting with Lewisham Council Leisure Services, GLL and Kent AC on 22 nd October the council again restated its intention to make a community asset transfer of Ladywell Arena to key user groups in the next 12 months. The committee 'awaits an expression of interest' invitation.	Dave	Next update @ AGM
Ite	m 2: Club Secretary Report		
		Person Responsible	Action/Date
a.	Fundraising Club 250 – November winner: • Awaiting results on 7th		
b.	AGM November 25 th - Arrangements		

 Now Zoom only Agenda issued to members on 26th October together with Officers and Officials holders list for 20/21 Members requested to register in advance of meeting so that we have record of attendees AGM reminder in weekly bulletin Final reminder Sunday 22nd November Committee AGM reports required by Friday 20th November. 	John	22 nd November
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Item 3: Treasurers report

	Person Responsible	Action/Date
Bank balance	David	
Just giving fund		
• £5,022.35*		
Bob Harris Youth Development Fund		
• £1,150.00*		
Welfare Fund		
• £216.00* (£15 expenditure last year)		
 Annual Accounts Will be issued to committee members next week Forecasting small deficit 	David	W/C 9 th November
Subscriptions year ending 30th September		
• £7966 compared to £10K+ last year		
*included in bank balance		

Item 4: Membership secretary report			
		Person Responsible	Action/Date
a.	New joiners: 1) Darren Thomas 2) April-Rae Hughes 3) Gen Blanch 4) Daniel Goulding 5) Bea Chapman 6) Billie McCleod 7) Anna Delis 8) Jo Wint 9) Sarah Wright 10) Ben Clark		
b.	Resignations: None		
c.	 Club fees/EA: 19/20 129 remain outstanding It was agreed that on 31st December any member subscriptions that remain outstanding would be deemed as resignations and deleted from the system. Approval was given to a request from a member for subscription and EA payment support. 	Bernie	31 st December
d.	Club fees/EA: 20/21		
e.	• No change Membermojo		
	 An unsubscribe facility has been added It was agreed that with the exception of the 'all members' mailing list the option to unsubscribe will be added. If someone who hasn't paid their annual membership subscription and clicks unsubscribe on the payment reminder email this will be taken as a resignation. 	Bernie	ASAP
Ite	m 5: Coaching Secretary		
		Person Responsible	Action/Date

- 1. Covid-19 track plan issued yesterday to all participating coaches. Will be simplified and become more generic over time.
- 2. Kate Williams joining B Group women coaching team. She is a Coaching Assistant (Coaching Assistance) | Sight Loss Awareness and Guide Running.
- **3.** B Group women proposed name change suggestions:
 - a. Advanced Women's Group
 - b. Pet & Ellie's Group
 - c. B's
- **4.** B Group women proposed criteria sub 20 5K &/or sub 40 10K or as close as.
- **5.** B Group women (Ellie) injury or those pregnant or postnatal support group. Looking at 'naming' options.
- 6. Licensed coaches are not required to lead each group of 12 once there is a licensed coach on site. This to be looked into further as it may be a licensed coach is to be present per training group overseeing the non-licensed.
- 7. Thursday C Group is growing, and more licensed coaches are needed to meet the 1:12 EA ratio coaching requirement.
- **8.** Juno Field and Hassan Davis are now Kent AC club Coaches. Acquiring license documents.
- **9.** To check if licenced coach can compete using license registration number since these are the same. Therefore, compete at no cost.
- 10. Facebook Spencer, Neil & Ted administer the site. Is there a way to respond to requests without revealing your own personal Facebook identity.
- **11.** Facebook page should state This is a members site only. Non-members not admitted. Please join on https://www.kentac.org.uk/membership/

Ted

Ted

Ted

Spenser

Item 5: Safeguarding & Welfare			
	Person Responsible	Action/Date	
Coaches DBS & Licence Review			
Checks have been undertaken. All current.	Neil		
Item 6: AOB			
	Person Responsible	Action/Date	
Recruitment Banner for Track Fence			
A consideration for future new member recruitment.			

Ends 04.11.20