

Mid Essex Casuals Running Club

MINUTES FOR THE MEETING OF MID ESSEX CASUALS RUNNING CLUB HELD ON MONDAY THE 9TH AUGUST 2021 AT THE SIX BELLS PH

IN THE CHAIR: DAVE GAME (Chairman & Acting Treasurer)

MINUTES: JOHN CLARKE (Club Secretary.)

COMMITTEE PRESENT: JOHN PETTIFER (Committee Member.)
LORNA PETTIFER (XC Manager & Essex Way.)
YAN STILE (Membership Secretary.)
WENDY SMALLEY (Kit Officer.)
SUE CLARKE (Committee Member.)

OBSERVERS: (none)

APOLOGIES: PAUL SCRIVENER (Trail & XC Championships.)
KATY REHAL (Committee Member.)
LUCY FERGUSON (Committee Member.)
SIMON FERGUSON (Mid Essex XC race.)
IAN FOSKEW (Committee Member.)

(There was a short pre-meeting vote which unanimously elected the new Chairman following a proposal by Sue C. & a seconding by Yan S.)

Meeting opened at.....7:08pm

1. CORRESPONDENCE.

John C. informed the meeting of correspondence he'd had concerning the resignation of John H. from the position of Treasurer & the appointment of Dave G. as acting treasurer. The position would be advertised for a future meeting.

(Action Point: John C.)

2. THE MINUTES OF THE ANNUAL GENERAL MEETING OF MID ESSEX CASUALS RUNNING CLUB HELD ON THURSDAY THE 19TH NOVEMBER 2020 ON ZOOM.

2.1 Proposed Lorna P. 2.2 Seconded John P. 2.3 Vote unanimous.

(The minutes were formally accepted as a true & fair reflection of the 2020 AGM & signed by the Chair.)

3. ACTION POINTS/MATTERS ARISING from 2020 AGM

3.1...Point 7 of 2020 AGM minutes: Yan S. to alter rule 7.0 on the shared drive.

A discussion of how Committee members could alter rules on the Shared Drive was undertaken & Dave G. offered to liaise with Yan S. to update the rules & place them in the Drop Box.

3.2...Point 10 of 2020 AGM minutes: Clare P. to set up MEC, FB Page.

To the knowledge of those present; this did not happen.

(Action Point: John C. to contact Clare P. to see if she wishes to do this.)

3.3...Secretary points were moved to item 9 on the agenda.

4. REPORT FROM CROSS COUNTRY MANAGER & ESSEX WAY MANAGER.

4.1 Cross Country: There was no season last year but plans are well underway to host usual Cross Country events this year.

4.2 Essex League: Pre-season meeting was held on Wednesday 21 July. Unfortunately several of the larger Clubs who would usually host events were not in attendance. A calendar of significant events was shared and dates were planned for the Essex League fixtures.

Race 1 – 25 September - Hockley, hosted by Southend

Race 2 – 30 October

Race 3 – 18 December

Race 4 – 15 January

Race 5 - 19 February

They are now waiting for Clubs to say whether they are willing / able to host an event. Venues are needed in the next 4 weeks.

There was some discussion around there being 27 participating Clubs but the same ones put on fixtures. There should be more sharing of hosting. There also needs to be new venues and some are becoming cost prohibitive.

Last year the Fees were £25 per Club plus 50p for every runner. Fees may have to increase if large venue fees continue.

4.3 NESS League: Pre-season meeting was held on Thursday 29 July.

Web Hosting Fee - £2.50 (MEC have not yet paid)

The league will continue to allow payment by bank transfer.

Age Categories are in 5 year bands starting at 40. Runners remain in their age category at the first race of the season.

Current League sponsors no longer wish to be league sponsors – consideration is being given to new sponsors – who usually contribute £250 for the purchase of trophies. – The alternative is that each Club pays a little extra (approx. £25).

It was agreed that the league will continue to have 2 Pools.

Currently the plan is to have 5 races but we may get 6 if Braintree are able to arrange an event.

Race 1 – 7 November - Springfield Striders

Race 2 – 28 November – Halstead

Race 3 – 12 December – Bentley

Race 4 – 30 January – Harwich

Race 5 – 20 February – Hadleigh

Thought has already been given to what might happen if Covid restrictions were tightened again with a possibility that Clubs may need to field a team and the runners would run in 2 or 3 waves. Hopefully this won't be necessary.

4.4 Other significant events:

Sat 2 October – Essex County Relays – Weald Park, noon start

Sat 4 December – Essex Vets XC Champs – Springfield @ Writtle

Sat 8 January - Essex Senior XC Champs – Gloucester Park Basildon

4.5 Essex Way Relay – 5 September

We currently have 4 teams covering all the 3 categories, One in the 'Open' event, one ladies team and 2 Vets. A couple of gaps have opened up which I will be filling this week before I will reissue with the team numbers.

5. REPORT FROM KIT OFFICER.

Not much change in stock levels since 2020. The club spent approximately £650 on kit & has plenty of T-shirts/vests in stock. Lorna volunteered to take stock with her to Cross Country events. Yan S. volunteered to promote kit purchase when new members joined.

Dave G. thanked Wendy S. for her work this year.

6. REPORT FROM CLUB TREASURER.

(Since the last meeting Dave G. has been acting Treasurer.)

Dave G. talked through the current state of the Club accounts which are to be regarded as "good" & later sent through an up-to-date (31/08/21) copy as supplied to HMRC:

Consolidated Accounts for Mid Essex Casuals				01/09/2020 – 31/08/2021	
	Income	Outgoings	Balance		
TOTAL INCOME	£8,445.12				
TOTAL COSTS		[RED]-£3,895.7			
Charity Donations		[RED]-£4,317.5			
TOTAL OUTGOINGS		[RED]-£8,213.2			
Net Difference = [income – outgoings]	£231.86				
Opening Balance as at 01/09/2020			£3,509.49		
Closing Balance as at 31/08/2021			£3,741.35		
Net Difference = [final balance] – [starting balance]			£231.86		
Notes:					
Covid outbreak caused cancellation of 2020 cross country season, therefore costs lower than usual.					
Defibrillator purchase partially offset by a TRA grant.					
ASSETS					
	value				
	1539.00	Kit total	Wendy & Lorna		
	40.00	Laptop – dave			
	5.00	Flag – lorna			
	30.00	Tables – sarah & dave			
	20.00	Chairs – sarah			
	5.00	Shelter – ian			
	25.00	Signs – justin & dave			
	10.00	Tea-pot – dave			
	35.00	First aid kits x 3 justin & dave			
	25.00	Shelter x 2 – dave			
	1032.00	Defibrillator			
	1227.00	Others total			
	2766.00	TOTAL			
Accounts for Mid Essex Casuals					
01/09/2020 – 31/08/2021					
MAIN ACCOUNT	Income	Transfers in	Outgoings	Balance	
Opening Balance as at 01/09/2020	-	-	-	£1,753.03	
membership fees and costs	£1,300.00		[RED]-£43.20		
membership fees from race account		£20.00			
affiliations and subscriptions			[RED]-£229.00		
affiliations from race account		£15.00			
Kit sales and purchases (Running Imp & Ridgeway)	£232.00		[RED]-£666.00		
Kit sales from race account		£6.00			
Race entry fees	£1,468.00				
Race entry fees from race account		£4,489.00			
Trail race costs (Halls, Unatt fees, food, paper etc)			[RED]-£1,668.01		
Defibrillator TRA grant and purchase cost	£750.00		[RED]-£1,032.00		
England Athletics registration	£165.00		[RED]-£255.00		
Cross country leagues costs (Hall, food, entries)			[RED]-£2.50		
TOTALS	£3,915.00	£4,530.00	[RED]-£3,895.71		
TOTAL INCOME + TRANSFERS	£8,445.00				
Charity Donations			[RED]-£4,317.55		
TOTAL OUTGOINGS			[RED]-£8,213.26		
Race entry fees (2019-2020) from race account				£738.00	
total transferred from race account		£5,268.00			
Closing Balance as at 31/08/2021				£2,722.77	
Net Difference = [income – outgoings]	£231.74				
Net Difference = [opening balance – closing balance]				£969.74	
RACE ENTRIES ACCOUNT	Income		Transfers out	Balance	
Opening Balance as at 01/09/2020				£756.00	
membership fees	£20.00				
membership fees to main account			[RED]-£20.00		
Essex AA repayment	£15.00				
Essex AA repayment to main account			[RED]-£15.00		
Kit sales	£6.00				
kit sales to main account			[RED]-£6.00		
Race fees (2020-21) from on-line entries	£4,489.00				
Race fees (2020-21) to main account			[RED]-£4,489.00		
TOTALS	£4,530.00		[RED]-£4,530.00		
Race fees (2019-20) transferred to main account				[RED]-£738.00	
total transferred to main account			[RED]-£5,268.00		
Closing Balance as at 31/08/2021				£18.00	
Net Difference = [income – outgoings]	[RED]-£738.00				
Net Difference = [opening balance – closing balance]				[RED]-£738.00	
CONTINGENCY ACCOUNT	Income		Outgoings	Balance	
Opening Balance as at 01/09/2020				£1,000.46	
Interest	£0.12				
outgoings			£0.00		
TOTALS	£0.12		£0.00		
Closing Balance as at 31/08/2021				£1,000.58	
Net Difference = [income – outgoings]	£0.12				
Net Difference = [opening balance – closing balance]				£0.12	

7. REPORT FROM MEMBERSHIP SECRETARY.

Yan S. congratulated Dave G. on the success of his "Anytime Trial Runs". The club has 128 members; down 5 on last year. (John C. pointed out that England Athletics had reported many clubs suffering losses in membership numbers due to Covid Crisis.) The club gender balance is currently 82 men & 55 women. We currently have 87 *first claim* runners & 41 *second claim*.

8. REPORT FROM CHAMPIONSHIP SECRETARY

Nothing to report.

9. REPORT FROM CLUB SECRETARY

John C. reported on the success of the club at two recent British Masters Athletics Federation Championships; when Sue C. won gold in her Age Group at the 2021 BMAF Half Marathon Championships & second place in her AG at the 2021 Virtual BMAF 1-mile Championships.

Points arising from 2020 AGM:

9.1 to alter club rule 4.0 to include a position of Vice Chair...It was agreed to place this as a formal point on the agenda to be voted on at the next AGM & an appointment to be made at that time.

(Action Point: John C. to place this on the agenda for the 2022 AGM.)

9.2 to alter club rule 5.1 to comply with current data protection legislation. Dave G. agreed to look into this alongside the alterations under 3.1 above.

(Action Point: Dave G. to look into this.)

9.3 Discussion on "Life Membership" & possibility of creating a formal procedure within club rules for "Life Membership" being granted. After much discussion a unanimous agreement was reached to **not** adopt a formal procedure. Alternative formats were put forward to reward contributions to the club. Wendy S. volunteered to look into a 'Club Member of the Year' award to be awarded at the 'Presentation Trail'.

(Action Point: Wendy S. to instigate a 'Club Member of the Year' award.)

10. ANY OTHER BUSINESSES

10.1 England Athletics Safeguarding & Welfare compliance. Raised by Sue C.

The matter was raised as the club has extended membership beyond adult members. Sue C. contacted the Club Standards & Welfare Officer at England Athletics who advised her that we as a club should have 'club standards' in place for both adults & minors. In addition it was advised that we should have a specific committee post for Club Standards & Welfare. It was agreed that this matter would be pursued at a future meeting & Sue C. volunteered to continue to investigate what is required of us as a club in this area.

(Action Point: Sue C. to investigate further. John C. to place item on agenda.)

10.2 Purchase of Defibrillator. (Raised by Dave G.)

TRA have offered funds for ZOL:AED3 costing £1170. It was proposed to purchase one.

Proposed Dave G. Seconded Lorna P. Vote unanimous

(Action Point: Dave G. to purchase Defibrillator.)

10.3 AGM in 2021

Given the ongoing Covid Crisis a short discussion took place concerning the merits of officially appointing THIS meeting as the 2021 Club AGM. (NB It was later decided, outside the meeting, to hold a separate AGM, giving correct notice etc, as required by the Club rules.)

11. DATE OF THE NEXT MEETING

There was no date proposed. The club secretary formally thanked all committee members for all their work on behalf of the club this year.

Meeting closed at 8:44pm

CHAIR..... DATE.....

(To be signed by the Chair at the next AGM when the minutes are formally accepted.)
