





North Somerset Athletics Club Annual General Meeting


Tuesday 26th November 2024 8pm at Clevedon Library


Minute Taker: Angie Kell

Chair: Cathy Boylen



Item	
1.	Welcome and Introductions Present: Committee: Angie Kell, Cathy Boylen, Sam Allen, Chris Millard, Claire Aston, Jen Williams, Carolyn Devereux, Steve Parsons, Members/parents: Nick Kell, Emilie Tomkins Apologies: Martin Bates, Jude Barker, Jenny Coughlan,
2.	Approval of the minutes of the 2023 AGM  2023 NSAC EGM minutes 2023-12-12.d  2023 NSAC AGM minutes 2023-11-14.d The minutes of the AGM and EGM were approved as an accurate record.
3.	Secretary and Membership reports Claire:  NSAC England Athletics Update for A Verbal report given as per the embedded document. The committee unanimously agreed to authorise a debit card for EA secretary to allow instant payment/registration for athletes. Chris agreed to include requirement for EA registration to emails regarding competitions and Angie will add this info to the welcome letter. Angie:  Secretary report to NSAC AGM 26th Nov Membership: on CB we currently have 396 members, 316 of which are under 18. Some of the remaining 80 are officials/coaches/committee members/team managers but many are student/senior members.
4.	Treasurers Report Jen: Treasurer's Report on 2023 Financial results for 2024 AGM <ul style="list-style-type: none">The financial accounts for 2023 deliver a Net Income of £4,743, against a budget of £4,512.Slightly better Operating Income from membership fees and other athletics-related activities were boosted by higher than anticipated income from the 24-hour Pier Relay, the main fundraising and charity event run by the club.This was offset by higher operating expenses as increases in costs from third party suppliers is starting to put some pressure on margins.The main investment in club facilities recorded during the year was linked to the development of a new website.

	<p><u>Outlook for 2025</u></p> <p>A new budget will be prepared in January 2025 for the financial year ending December 2025. It is anticipated that it will be similar in nature to 2024 as no unusual activity is planned. The major change for the treasurer is the implementation of Xero as an accounting software. This will allow us to track payments more smoothly. There is a project plan in place to migrate the club to a new way of working which will ultimately include invoices to athletes for kit and fees subject to successful trials. This will open up new payment methods including GoCardless which will allow for smoother transactions but otherwise should not affect the running of the club.</p> <p>There is a significant number of non-payers – which need chasing up. Part of issue is different payment schedules. May be easier to have everyone on same payment schedule. Agreed that once we have a list of those owing, the committee will share the workload to recoup these fees. To go on agenda for Jan committee meeting.</p> <p>Agreed will need a provision in the 2025 budget for the school rebuild project in case of legal fees etc.</p>
5.	<p>Head Coach Report</p> <p> AGM HEAD COACH'S REPORT.docx</p> <p>Excellent individual performances. U13 teams performance notable. Other age categories have been more challenging to get the numbers competing regularly. Chris will meet with team managers to improve the position for next year. Fun days - total of 573 athletes</p>
6.	<p>Officials and coach training Report</p> <p>Cathy:</p> <p>In 2023 we had only 3 officials, but now we have 10 officials with another one returning. We fielded 30 official attendances. 18 people initially volunteered, 8 of whom became licensed. 3 more are booking onto courses in new year. There is now a requirement for clubs to have more level 2 field judges. The qualification is different and they need practical experiences across all the different disciplines to get the license. Work is ongoing to achieve this. We have some funding back from Avon for training coaches but not all of the officials as it has to be completed within a calendar year to be eligible for the funding.</p>
7.	<p>Safeguarding Report</p> <p>Carolyn:</p> <p>The club is up to date for DBS checks, first aid qualifications etc. Confirming the final dates of training courses for a couple of coaches. We now have confirmation from UK athletics re policy for parents helping with toilet runs, who can complete a self-declaration.</p>
8.	<p>Election of Officers</p> <p>David Roberts (treasurer) stood down mid-year, replaced by Jen Williams. Serena Segal (shared membership secretary/club buzz lead) stood down mid-year.</p>

	<ul style="list-style-type: none"> • Chair – Steve Parsons and Cathy agreed to share this role nominated by Angie seconded by Chris. • Secretary – Angie Kell returning to role and will support club buzz admin, nominated by Carolyn seconded by Claire. • Membership Secretary - Claire Aston returning to role and will also support club buzz admin, nominated by Steve seconded by Jen. • Treasurer – Jen Williams nominated by Chris seconded by Carolyn. • Auditors – Newsham Hanson, nominated by Jen seconded by Angie. • Welfare officers – Chris Millard, Carolyn Devereux and Jenny Coughlan returning to role, nominated by Cathy seconded by Jen. • School rebuild project sub-committee – committee agreed for Angie Kell, Chris Millard, Nick Kell, Lucy White and Tom Bean to form that sub-committee on the basis it will be autonomous but feed into the main committee for key decisions and updates.
9.	Priorities for 2025 <ul style="list-style-type: none"> • Maintain/grow membership • Introduce new finance/invoicing system • Embed new processes (ie WL management etc) • Recruit and train new coaches / officials • Work with Futura/Clevedon school to secure the future of NSAC facilities • Team manager to look at Spond to support co-ordination/attendance at competitions.
10.	AOB <ol style="list-style-type: none"> 1. Letter from Futura for the minutes re the school rebuild.  Letter to NSAC 22.11.24.docx 2. Need to review club buzz and alternative membership system. This will potentially be a big project and need significant resource. May be able to network with other clubs as part of the leadership programme and get insight into what other clubs are using. 3. From the applications for the London Marathon place, Tom Barnes was voted by the committee. Chris to let him know (and the other applicants) and put him in touch with Sophie who had last year's place. 4. Awards evening – January date TBC.
11.	Dates for 2025 committee meetings Dates of 2025 committee meetings: <ul style="list-style-type: none"> • Tuesday 7th January • Tuesday 11th March • Tuesday 13th May • Tuesday 1st July • Tuesday 9th September • Tuesday 11th November Date of 2025 AGM: <ul style="list-style-type: none"> • 25th November
	AGM closed at 9pm