



ESTD 1911

Annual General Meeting Minutes

Venue: Online Meeting

Host: BBOCCA

Date & Time: Friday, 1st October 2021 at 7:45pm

Present were:

Jason Ballard (*Bracknell AC*), Graham Bridges (*Eynsham Roadrunners*), Max Cowlin (*Former BBO Secretary & Maidenhead AC*), Jessica Gibbon (*Reading AC*), Abielle Hallas (*Abingdon AC*), Lynne Nike (*Reading AC*), Phil Marshall (*Newbury AC*), Benedict Pollard (*Eynsham Roadrunners*), Julie Rayfield (*Reading AC*), Ray Stevens (*Reading AC*), Dene Stringfellow (*BBO Chairperson, Entries & Results Secretary & White Horse Harriers AC*), Mike Suggate (*Didcot Runners*), Andy Tuttle (*Vice President & Newbury AC*), Simon Walker (*BBO Treasurer & Bracknell AC*).

Apologies received from:

Martyn Cartwright (*BBO Vice President & Chiltern Harriers AC*), Dennis Daly (*BBO President & WSEHAC*), Lyn Hopkins (*Witney Roadrunners*), David Martin (*Rhondda AAC*), Pat Reid (*Great Milton AC*), Gary Richards (*Abingdon AC*), Gary Warland (*Alchester RC*).

Welcome

Everyone was welcomed and thanked for taking the time and trouble to attend the meeting by Dene Stringfellow who chaired the proceedings.

Review of Previous Minutes

The minutes of the previous AGM held on Wednesday, 11th March 2020 were reviewed and accepted as a true record of the meeting.

Cancellation of 2020 & 2021 BBO Championships

Owing to the continuing Covid-19 pandemic the 2020 Berks, Bucks and Oxon (BBO) Cross Country Championships had unfortunately to be cancelled. Consequently there is nothing to report other than the cancellation of the Championships.

The hope had been that the 2021 Championships would be able to go ahead on the proviso that volunteers stepped forward to fill the vacancies on the Association's committee. Those Championships had provisionally been scheduled to be hosted by Newbury AC at Newbury Showground, however, disappointingly, no volunteers were forthcoming despite repeated reminders to clubs and therefore the BBO Championships have had to be cancelled for a second year in a row.

Finance Report

A review of the Association's accounts to the period ended Thursday, 16th September 2021 was provided by Simon Walker (*BBO Treasurer*), who would be standing down from the role at the end of the meeting. The current bank balance as at that date was confirmed to be £3,279.69.

Simon confirmed that the only expenses incurred since the completion of the 2019 Championships related to domain renewal and webhosting fees. The decision had been taken not to re-affiliate to England Athletics given the cancellation of subsequent Championships. It was confirmed by Max Cowlin that a sufficient stock of medals remains to cover the next two Championships.

Mike Suggate raised a query regarding the number of signatories required for any expenditure relating to the Association and its Championships. It was confirmed that only a single signature was currently required. Mike stated that ought to be changed given the sums involved, and he would be able to provide details for how multiple signatories can be implemented for online banking – *see Treasurers Account Addendum at the end of these minutes.*

In summing up Simon took the opportunity to thank Max Cowlin for his invaluable contribution to the Association and its Championships over the past half-century and the support he had given to Simon personally.

Simon was thanked for his report and wished a happy retirement from service to the Association .

Election of Officers

Dene took the opportunity to thank those who had stepped forward and offered to take on roles on the committee to help secure the future of the Association and its Championships. The view was that a larger committee would lead to healthier decision-making and help spread the workload.

The officers were elected and re-elected as follows:

| | |
|---------------------------|--|
| President: | Dennis Daly |
| Vice Presidents: | Martyn Cartwright, Max Cowlin, Pat Ferguson, Andy Tuttle |
| Chairperson: | Dene Stringfellow |
| Secretary: | Lynne Nike (<i>– newly elected</i>) |
| Treasurer: | Jessica Gibbon (<i>– newly elected</i>) |
| Results & Web: | Graham Bridges (<i>– newly elected</i>) |
| General Member: | Phil Marshall (<i>– newly elected</i>) |
| General Member: | Benedict Pollard (<i>– newly elected</i>) |

In their absence the presidency and vice-presidency of Dennis Daly and Martyn Cartwright, respectively, were approved as they had agreed to stand to continue in those roles.

Ray Stevens also took the opportunity to thank both Max and Simon on behalf of the assembly for all their contributions.

2022 Championships Date & Venue

An extensive discussion took place to establish what options may be available in terms of possible venues and host clubs during the course of which Phil Marshall confirmed that as Newbury AC had agreed to host the 2021 Championships at Newbury Showground the feeling was that Newbury AC would be prepared to host the Championships for 2022.

Some concern among the assembly was voiced that an alternative, less flat venue ought to be sought, if possible, to provide sterner courses suitable for a Championship event, but that if none were forthcoming Newbury AC's offer ought to be accepted.

Benedict Pollard confirmed that, while the Hill End Centre at Farmoor, would provide suitable championship courses, the current the parking issues and further proposed developments prevent that venue from being a viable option for any cross country event as it currently stands. The venue may become available for future years. Benedict stated that it will therefore be a case of watch this space at this stage.

In terms of a date for the Championships it was agreed reluctantly, owing to the congestion of the fixture calendar over the winter months that its current position of the third weekend in November remains the most

viable option. On that basis the 2022 BBO Cross Country Championships were provisionally scheduled for the weekend of the 19th/20th November 2022.

It was agreed that the committee would explore what other venue options may be available.

AOB

The following items have been brought forward as a reminder from the previous minutes as actions.

To avoid confusion and in line UK Athletics guidelines the athlete age qualification criteria in relation to the U13 age group needs to be amended on the entry form from:

Under 13 Boys & Girls: 11 or 12 years of age on 1st September <insert year>.
(Athletes under the age of 11 must not be entered.)

to:

Under 13 Boys & Girls: 11 or 12 years of age on 1st September <insert year> or 11 years of age on the day of the Championships.
(Athletes under the age of 11 must not be entered.)

This change was unanimously approved.

Outstanding Implementations for Next Championships

- 8km equal race distances for senior men and women as agreed at the 2019 AGM.
- Entry form U13 age category details amendment as agreed above.

Meeting Closed

The meeting was brought to a close at approximately 9:00pm. Dene thanked everyone again for attending the meeting and a committee meeting in person would be arranged in due course.

Dene Stringfellow

Chairperson

Thursday, 19th May 2022

Treasurers Account Addendum

Subject: Treasurers Account
Date: Sat, 2 Oct 2021 10:57:07 +0100
From: mike suggate
To: Dene Stringfellow

Hi Dene

As it sounds like you are already with Lloyds, this should be easy to do!

this link gives you a brief overview

<https://www.lloydsbank.com/business/business-accounts/specialist-accounts/treasurers-account.html>

In everyday use, it is really simple. When I make a transaction on behalf of my Scout Group, all of the steps are just the same as if you are doing it as an individual, up to the point that you press confirm payment...at this point it then says "awaiting authorisation" at which point (depending on urgency) I text either of the two other account signatories who log on later that day / week and approve the payment. That way no one person is solely responsible for any payments and it acts as a second check and safeguards the organisation a bit more.

Best wishes
Mike