



Oxford City Athletics Club – Committee Meeting, 22 October 2020 – 8pm

Present: Richard Hart, Ashley Barton, Paula Walter, Gwyneth Hueter, Katie Sutcliffe, Wendy Fowler, Chris Prince, Juliet Bennett, Popsie Wootten, John Exley
 Apologies: Sam Jonkers, Margaret Munday, Ray Finch, Debbi Carter, Julie Walker-Smith, Amy Jackson, Phil Gray, Susan Jones, John Charlton

	Comments	Action
Developments 2019/20	Financial Accounts, as last year, being prepared using Quick Books in time for the AGM, and will be prepared for Companies House by Wenn Townsend. Last year income was £79,000 expenses £83,000, in 2019/20 the comparable figures will be about £52,000 and £43,000, showing a small surplus (incl £8,000 grant from Sports England)	Richard to finalise accounts – happy to continue – thank you
Track Opening	Now open, new lock on side gate. Building now open. Headington RR and Oxford Brookes using the track regularly. CCTV Cameras being installed shortly to monitor gate and front door.	
Cross Country	Oxford League – monitoring, maybe host in January? Chiltern League – not yet, maybe Spring? – socially distanced	
20/21 Track Season	Wessex, Southern Athletic League have started planning and asking for hosts. Permits are likely to be for all events except 5k.	New events officer to compile fixture list.
Flood lights	New LED lights will go in the week commencing 9 th Nov, on 6 out of 8 stands (not the 2 on the far-side), new LED lights. The cost of £58,000 is being lent by Richard interest free (THANK YOU) and will hopefully be paid back over the next few years). Should have 25-30 year life and significantly reduce annual electricity and maintenance bills from £11,000 to about £4,000.	Richard overseeing installation with Tony P-B who has selected the contractors.
AGM	Richards last meeting as Chair. Ideally need 5-6 more volunteers to spread the administrative and operational load, or possibly employ an administrator 15-20 hours a week. This person would pay for themselves if they enabled us to continue with the same level of events as in previous years (See Richard’s previous email with job descriptions).	Richard to approach several people – see below
	Welfare – Julie stand down – possibly Dionne (Holly’s mum) and John Charlton as male version.	Juliet speak to Dionne

	<p>Richard to Contact Freya (Elton) re running QKs, or possibly Tosti family Head of Coaching Phil/Ian Marriott Ashley – to be asked to take on head of juniors if his admin load can be reduced. Juliet to take on waiting list for juniors. RH to pass on all responsibility for membership. We will also need an under 13G manager to replace Phil Gray, junior cross country to replace Chris Prince and u17 girls to replace Katie Sutcliffe (who is continuing with under 20s and senior teams). Paula standing down, so we need new sec. Gwyneth has volunteered to do be the link to local press as long as she is fed with match reports and results.</p>	<p>Richard to speak to Freya, Tostis, Ian, Phil. Dorothy Tonnerre re under 17 girls, and Andrea, Debbi Carter and Emma Kentish re managing junior XC. Richard to write to all members asking for nominations and reminding of AGM now that we know for sure which jobs are vacant. If insufficient nominations then ask members to respond to advertisement for paid administrator.</p>
Next meeting	AGM on November 26 th via Zoom	RH to email link to membership prior to meeting and advertise again on website