

**LINCOLN WELLINGTON ATHLETIC CLUB**  
**COMMITTEE MEETING MINUTES**  
**Monday 8<sup>th</sup> December 2008**

**PRESENT**

Ian George, Darrell Helas, Neil Campbell, Marie Phillips, Anne Gilroy, Marc Afford, Dave Humberstone, Steve Read, Geoff Hall.

**Apologies**

Dennis Wingad and Denise Timmis

**1. APPROVAL OF THE MINUTES OF THE LAST MEETING**

1.1. Minutes approved with resignations to be added.

**2. CORRESPONDENCE**

2.1. List of Correspondence received with agreed actions:

<b>Received</b>	<b>Subject</b>	<b>Proposed Action</b>
1	Lincolnshire Athletics Association Minutes of 1 <sup>st</sup> December 2008	Julia Robertson (nee White) will e-mail future minutes for onward distribution.
2	Lincolnshire Athletics Association has sufficient Principal Officers nominated to form an operational Committee (with a vacancy for a Cross Country Manager).	
3	All League and School event dates now available. (see competition section of minutes)	To be passed to Simon Kimpton.
4	Performance Coaching session 'Raising the Bar' at University of Lincoln on 22 <sup>nd</sup> December 2008 (1030 - 1300hrs)	Darrell Helas expressed an interest in attending.
5	'Contact Report' from Lincolnshire Sports Partnership fostering possible cross-fertilisation between differing sports coaches.	Marie Phillips to contact Maggie Davies
6	Dewsbury 10K entry forms received.	Passed to Anne Gilroy.
7	Letter from Lincoln City Council re: Planning Permission Application for installation of metal container trackside. Requirement for formal elevation drawings to be produced.	Marie Phillips to make request for assistance from Clint Phillips or otherwise George Darrell Helas to seek possible extension to time deadline.
8	Nestle Sponsorship flyer	Circulated around Committee.
9	Scunthorpe AC e-mail received from Neil Pattison - Vice Chair - Requesting	Agreed with Scunthorpe that this year we could enter up to

	interest in entering joint team in U20 national junior league.	4 male and 4 female athletes as 2 <sup>nd</sup> claim competitors and if successful target a joint team in 2010. - Neil Campbell has agreed to make contact.
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### **3. CLUB DEVELOPMENT PLAN**

- 3.1. The clubs development plan was discussed as this is a pre-requisite of renewing Clubmark status. It was suggested that this should be a priority but is likely to require a Sub-Committee for this to be prepared. Representation will be required from club members/ parents / officials and athletes for this to be successful.
- 3.2. England Athletics is re-structuring and there is mention of setting up a number of 'Network Support Officers'. As a result, there was a short discussion on how we might set up a formal network between differing Clubs, creating a 'hub' of Coaches and Officials perhaps. This would be a pre-requisite of gaining funding from England Athletics for development of grass root athletics. Ian to make initial contact with a number of local clubs with regards to setting up a local network.

### **4. FACILITIES**

- 4.1. The issue of the state of the athletics/track area was raised again... with mildew and moss affecting the surface near the javelin and high jump locations. It appears the track has not been sprayed to keep down the growth and this is becoming a Health and Safety risk.
- 4.2. There was a discussion about what exactly are our expectations of service from Lincoln City Council, in return for the annual fee. This was far from clear and will need to be ascertained. There does not appear to be a Service Level Agreement or other formal document laying out the criteria.
- 4.3. The discussion expanded to possible alternative facilities. The possibility of an 'Olympic Legacy' from Lincoln City Council should be pursued via sympathetic Councillors. Perhaps we should also contact Lincoln University Sports Development Team to see what is available and what their future plans hold. It was also acknowledged that Lincolnshire Sports Partnership had already been helpful with linking LWAC to LSST Priory, although since there has not been any further development of this contact.
- 4.4. The Xmas closedown was discussed and clarified. The track will not be available after the 23<sup>rd</sup> December. It will open again for club nights commencing on 6th January 2009.

### **Action Points**

- Review the possibility of having a Service Level Agreement prepared by Lincoln City Council in order for us to be clear what we can expect in return for our track/facility fees. - Dh to discuss at next scheduled meeting with CLS
- Lobby potential Councillors to improve our local athletics/sports facilities. Pursue further partnership with LSST Priory. - IG

## **5. TREASURERS REPORT**

- 5.1. Steve Read circulated the Income/Expenditure account for November 2008. No major issues to highlight, although there was mention of a £100 donation from the Throws Academy.
- 5.2. There are still membership subscriptions outstanding. This not only hinders the Club's cash flow, but also causes unnecessary work chasing up members for payment. It was decided that for the next membership year (2009/10), a penalty of 10% will be added to the membership fee on 30<sup>th</sup> November if the monies are still outstanding. A formal cancellation of membership will take place on 31<sup>st</sup> January, if subscriptions remain outstanding. It is regretted that this is necessary, but the Committee have to ensure prompt payment is facilitated.

### **Action Point**

- Formal 'thanks' to Kathleen Warhust in respect of the membership subscription letters and administration task she has undertaken.
- Consider email reminder re: outstanding subscriptions and a statement on the website, before formal postal reminders issued (in an endeavour to keep costs to a minimum). Darrell to produce letter and discuss with Kathleen.

## **6. FUNDRAISING**

- 6.1. Club still needs to fill fundraiser volunteer role to supplement income as a matter of priority.

### **Action Point**

- Consider issuing newsletter/request for sponsorship to local businesses, in return for publicity via kit and perhaps through LWAC events e.g. 5K Series.
- All committee members to approach suitable parents who could take on this role.

## **7. CHILD PROTECTION AND WELFARE**

- 7.1. No issues.

## **8. LINCOLNSHIRE ATHLETICS ASSOCIATION**

- 8.1. Geoff Powley has kindly offered to continue representing our club at future meetings.

## **9. COMPETITIONS**

- 9.1. **Young Athlete League** - If we are to host the event on 31<sup>st</sup> May 2009, we really must book Officials and Timekeepers before they are otherwise unavailable. - Marie to action.
- 9.2. **Lincs XC League Match 4** - There is a shortage of people available to collect discs and monies at Skegness on 14<sup>th</sup> December. Perhaps we might be able to arrange for 'split shifts' to be carried out. Darrell to request volunteers.
- 9.3. **Trophies** - Consideration to be given to holding a Club Cross Country as Award

Trophies have been bought, but not yet allocated. Might incorporate some form of Handicap system and may be held March 2009. Further details to follow.

#### 9.4.2009 Provisional Competition Dates / Venues

Competition	Date	Venue if known
Lincolnshire Combined Events	15 <sup>th</sup> & 16 <sup>th</sup> May	
Northern League	2 <sup>nd</sup> May	Derby
	6 <sup>th</sup> June	Tba (Home)
	5 <sup>th</sup> July	Boston
	2 <sup>nd</sup> August	Sheffield
National Young Athlete League	3 <sup>rd</sup> May	Huntingdon Stadium - York
	17 <sup>th</sup> May	Cleckheaton
	31 <sup>st</sup> May	Yarborough or King George V Cleethorpes?
	21 <sup>st</sup> June	Clairville stadium - Middlesborough
	19 <sup>th</sup> July	Sheepmount Stadium - Carlisle
County Championships	9 <sup>th</sup> & 10 <sup>th</sup> May	Grantham
Lincs League		To be confirmed
CAU Inter Counties champs	24 <sup>th</sup> & 25 <sup>th</sup> May	
Northern U15 & U17 champs	23 <sup>rd</sup> & 24 <sup>th</sup> May	
Lincolnshire Schools	13 <sup>th</sup> June	
Anglian Schools	20 <sup>th</sup> June	
Regional Combined Events	27 <sup>th</sup> & 28 <sup>th</sup> June	
ESAA Combined Events	19 <sup>th</sup> & 20 <sup>th</sup> September	
Eastern Championships	5 <sup>th</sup> July	
Lincoln 10km	29 <sup>th</sup> March	
Sleaford $\frac{1}{2}$ marathon	22 <sup>nd</sup> February	

#### 10. OFFICIALS & COACHING

- 10.1. Level 1 course in Coaching is available April 2009.
- 10.2. Level 2 course in Endurance is available February 2009.
  
- 10.3. Janette Dunderdale is keen to assist with the proposed 'taster' sessions for children on the waiting list. Janette is aware of a suitable award scheme which could be considered. Darrell to arrange a meeting with Alison, Jon and Janette in the new year to agree proposed format.

## **11. TRANSPORT**

11.1. Bus will be required for Northern XC championships in St. Helens on 24<sup>th</sup> January.

### **Action Point**

- Darrell to book transport with Jane Ramsden and publicise.

## **12. NEW MEMBERS AND RESIGNATIONS**

12.1. Various new member forms were nominated, seconded and signed.

<b>New Members</b>				
<b>Name</b>	<b>DOB</b>	<b>Paid</b>	<b>Cat</b>	<b>Comment</b>
Maria-Elianna Constantinou		£55	J	
Lauren Woodhead		£55	J	
Helen Lister		£29	RR	
George Harris		£55	J	
George Flower		£55	J	
David Wilson		£35	RR	
Dan Hogg		£35	RR	
Jake Pacey		£55	J	
Emily Pacey		£55	J	
Sam Atkin		£55	J	
Annalise Machin		£55	J	
Alan Bee		£35	RR	
Holly Horton		£55	J	
Isobel Lord		£55	J	
Alex Gilbert		£30	RR?	
Matthew Vigurs			J	
Finn Foster		£55	J	
Brendan Cassidy		£55	J	
Kay Taylor		£29	RR	With AGM discount
Simon Taylor		£29	RR	With AGM Discount

<b>Resignations</b>
Dexter Haywood
Elliott Haywood
Mia Haywood
Russell Haywood
Sally Haywood
Joseph Naughton

Matthew Corner Brian Scott Eleanor George
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#### **Action Point**

- To consider what might be formal grounds for objection to membership.

#### **13. SOCIAL EVENTS**

- 13.1. A formal dinner dance considered for next year.
- 13.2. A suggestion for a tenpin bowling evening was also mentioned.

#### **14. ANY OTHER BUSINESS**

- 14.1. It was decided to publish the Agenda and Minutes of the monthly Committee meetings on the website.
- 14.2. It was also decided that the Committee would meet the second Monday in every month, except where this falls on a Bank Holiday, in which case it will meet on the third Monday.
- 14.3. The next meeting will be the 12<sup>th</sup> January 2009 at 1900hrs.
- 14.4. A possibility of incorporating a discussion forum within the website, with a private area for the Committee to discuss issues online was mentioned.
- 14.5. Meeting closed at 9.50pm<sup>iii</sup>

#### **Action Points**

- Publish Agenda and Minutes on website (Simon Kimpton)
- Consider possibility of Forum on website (Simon Kimpton)

Meeting closed 9.00pm

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<sup>i</sup> Minutes drafted 10<sup>th</sup> December 2008

<sup>ii</sup> Minutes amended and circulated 29<sup>th</sup> December 2008. Approved at meeting on 12<sup>th</sup> January 2009.