

Bracknell Forest Runners AGM – Minutes

Wednesday 24th April Easthampstead Park Conference Centre, Peacock Lane, Bracknell, RG40 3DF

105 members signed in as present for the meeting – as this represents a quorum of the current membership the meeting went ahead as scheduled

1: Apologies for Absence received from Alan Collard, Kendra Hall, Alison Matthews, David Blackburne, Peter Tott

2: Last years minutes were adopted as per the copy uploaded to the website

3: There were no matters arising from last years minutes

4: Chairman's report

Mike wished luck to all those running the London this weekend and congratulated those that have already completed spring marathons – there was a reminder that if you have a race result or a PB smiley to be added to please use the race results email address.

Membership has grown to almost 500 members and already this year members have been involved in more than 50 races in 6 different countries with distances from 400m to 50km

Mike reminded everyone that the club is 30 this year and spoke of the honour he felt at being chair of the club for the past 3 years. He thanked the club for their support and reminded everyone that the club is run by volunteers who make time to do so and that any and all assistance is gratefully received.

Mike thanked those who are stepping down from the committee this year – Jenny, Nigel, Charlotte, Helen, Sean and Niki and reminded everyone about Sunday runs in the Forest – we have run leaders the same as a Monday and it's suitable for all pace groups.

5: Treasurers report

Summary

- Loss generated in the year amounting to £1,960
- Membership income and affiliation fees are higher due to the amount of new members
- Investment in defibrillator and new website have increased costs
- Cancellation of BFR XC and increase in cost per runner per event and more BFR participants in TVXC
- Forest 5 2018 was a sell out. Chip timing for the first time meant increased costs on last year

Events and activities that the club has either paid for in full or subsidised include

- Annual awards night at BRC in June
- England Athletics coaching events at track and Easthampstead Park in November
- New merchandise available - BFR reusable mugs and zipped hoodies
- Christmas Party in December was another very well attended event at BRC
- Mince pie night - BLC in December and VMLM ballot

Helen thanked Angela for her time to audit the accounts and also thanked all those members who have volunteered at various events as we received donations from London Marathon, Ride London, The Big Half, The Westminster Mile and Bracknell Half in return for these efforts

Copies of the full accounts are available on request by emailing treasurer@bracknell-forest-runners.org.uk

6: Angela Thorpe offered to Audit the accounts for next year

7: Membership Subscriptions Increase

Mike proposed on behalf of the committee an increase in membership costs

Our overall costs have increased and the club has invested money this year. An AED, coaching, parking on Monday nights, a new website and an increased cost for TVXC of £3 per runner per event were specifically mentioned.

The cancellation of our TVXC event for reasons beyond our control this year highlighted the need to ensure that we keep a rainy day/contingency fund so we can continue to fund coaching, XC, Monday night parking, purchase coaching equipment and underwrite kit purchases.

£15 of all fees goes directly to EA for affiliation for every member and any price increases that have been levied in recent years have been to cover increases in EA fees only not to benefit the club

With the above in mind it was proposed to increase the annual membership renewal to £30 (New members £45) for First Claim and £20 for second claim (New second claim members £30)

By comparison other local clubs charge the following: Reading £32, Finch £27 (Ex EA fees) Windle £27 and the proposed £30 per year equates to just £2:50 per month

There were no objections from the floor to the rise in fees so the proposal was passed

8: Proposed amendments and additions to the constitution – each of the below proposed amendments were individually voted by show of hands from the attending members. As per the current constitution only those that were supported by a majority vote of members present were passed – as they were proposed more than 4 weeks prior to the AGM any motions that were passed apply immediately

From Nicki Aitken

Request that Bracknell Forest Runners sign up and show support to the RunEqual Pledge with motion as per below: "This club believes that women and men should have equality of competition opportunities and experiences. With this principle in mind this club shall:

Ensure our own events offer equal race distances, age categories, prizes and status for women and men.

In the events we compete where competitions are not equal, the club will proactively advocate and vote for equal race distances**, age categories, prizes and status for women and men.

**NB - When this means event distances will change, it is for the event organiser to decide what that distance should be based on their knowledge of their event and logistics. We support their decision as long as the main principle of equality is upheld.

Specific examples of where we will advocate and vote for change include but not exclusive to, competition where veteran age categories are different for women and men e.g V35 for women and V40 for men such as TVXC League races, Bracknell 1/2, Wokingham 1/2, Tadley Road Races, Yateley 10km Road Series."

After discussion and clarity on some points, this motion was passed with a total of 99 votes in favour

As an aside to this point Alan Faubel offered to look into the coding on the TVXC website to see if would be possible to equal the number of male and female scorers in each team.

From the Current Committee

- a) Raise the minimum age for membership from 16 to 18 – reasons for this are additional requirements and legislation levied by EA in relating to the safeguarding of children. We do not currently have any members aged 16 or 17.

After discussion and clarity on some points, this motion was passed with a total of 98 votes in favour

- b) In place of 'Ex officio members' the remaining 5 places on the committee to have clearly defined roles – the holders of each of these roles will then be able to create their own sub committees within the wider membership to manage their projects as they see fit
 1. Social Media Coordinator (Facebook, Instagram, Twitter, Wordpress)
 2. Volunteer Coordinator
 3. Kit Coordinator
 4. Social Events Coordinator
 5. Website & Results coordinator

After discussion and clarity on some points, this motion was passed with a total of 102 votes in favour

- c) Coaching Coordinator to become a role that is decided by the coaching team and not necessarily a committee member – the reasons for this are that the coaching team is growing outside of the committee

After discussion an amendment was agreed that the role would be decided by the committee and not the coaching team this motion was passed with a total of 103 votes in favour

- d) Welfare Officer to become a role outside of the committee to be held by two individuals (One Male and one Female) on a voluntary basis with no fixed term to serve to allow club members a line of communication outside of the committee for welfare concerns should they need it.

After discussion it was agreed that the role of Welfare Office would remain as it is (combined with the Secretary role) and in the next 3-6 month the committee would work further on proposed changes to the welfare role that the wider club can discuss further with a view to calling an EGM for the club to vote on the motion again once amended. It was agreed that the Welfare role should be moved out of the committee but further information and guidelines needed to be provided before the club could make an informed decision on the best way to move forward – this motion was passed as per the amendments with a total of 100 votes in favour

- e) Disciplinary and appeals process
 1. Any official complaint regarding the conduct of a club member should be submitted in writing to the Club Secretary or Welfare Officer. The Secretary/Welfare Officer will notify the committee of the complaint and they will meet for an initial discussion within 14 days of a complaint being lodged in writing. From this point the committee will agree a course of action.
 2. In all cases, the committee reserves to the right to take appropriate disciplinary action including but not limited to, immediate suspension of the member or members involved from all club activities and the termination of membership
 3. The outcome of a disciplinary action will be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the committee's decision
 4. The right of appeal for disciplinary action will be available to the member in question for a maximum period of 14 days from notification. Any appeal must be made in writing to the club secretary and will be considered by the committee within 14 days of the receipt of the written appeal.

5. In the event of a disciplinary situation the committee also reserves the right to engage a panel of three independent members who will have access to all the information available regarding the situation for the purpose of offering advice to the committee in making a decision in relation to that particular case.

After discussion an amendment was agreed that any person or persons involved in a disciplinary situation would have the right to be accompanied by an independent observer to any meetings or discussions, this motion was passed with a total of 101 votes in favour

- f) All members of the club are subject to the laws relating to GDPR and anyone who has access to personal information that relates to any other member is specifically bound by the laws relating to GDPR – failure to comply with these laws and any abuse of any personal information that any member of the club or committee may be privy to, will result in immediate and total suspension from all club activities pending disciplinary action.

After discussion and clarity on some points, this motion was passed with a total of 105 votes in favour

- g) At the committee's discretion if an issue is raised that results in it being of a nature where the committee are obligated to refer it or are aware it has been referred to an outside body, such as but not limited to England Athletics, they reserve the right to inform club members if deemed necessary in order to ensure provision of the necessary duty of care to all members.

After discussion and clarity on some points, this motion was passed with a total of 105 votes in favour

- h) Committee members should confirm their intention to either stand again or step down at least 4 weeks prior to the AGM to the Club Secretary who will make this information known to the wider club in a timely manner.

After discussion and clarity on some points, this motion was passed with a total of 102 votes in favour

- i) Members who wish to stand for a committee role must make their intentions known to the Club Secretary in writing at least 14 days prior to the AGM

After discussion and clarity on some points, this motion had equal numbers of yes and no votes – an amendment was then proposed that if not enough members had put themselves forward to create a full committee as per the constitution then members would still be free to stand after the 14 notice period has passed right up to an including the night of the AGM. This amended motion was then passed with a total of 100 votes in favour

- j) For an EGM to be called
 1. The number in support of the proposal must represent 5% of the total club membership - this total membership number can be obtained at any time by contacting the membership@ email alias
 2. At the time of requesting an EGM the member must provide full written details of the motion or motions that attendees of the EGM will be asked to vote upon. This document must be addressed to the Club Secretary and must be signed by all members in support of the EGM. The member requesting the EGM and the members supporting it must consider that the motion/s require such urgent attention that they cannot wait until the next scheduled AGM to raise them

After discussion and clarity on some points, this motion was passed with a total of 100 votes in favour

9: Election of the committee for the coming year – Julian Fairley requested to be removed from the list of ex officio who had put themselves forward for this year as he would prefer to concentrate on Coaching

Committee election:

- Chair – Gary Farrell was elected unopposed

- Secretary – Rachel Stockdale was elected unopposed
- Vice Chair – Alex Perrior was elected unopposed
- Treasurer – James Gladwell was elected unopposed
- Membership Secretary – Sarah Austin was elected unopposed

Ex Officio Members – Mike Sankey, Denise Robertson, Jason Nubeebuckus, Peter Tott, Joan Barker and Sophie Falkiner stood for ex officio roles no other present members put themselves forward

An anonymous vote cast by all members present saw the following members elected to the committee:

Denise Robertson

Joan Barker

Jason Nubeebuckus

Mike Sankey

Sophie Falkiner

The meeting ended at 9:20pm