

OXFORDSHIRE AA

MINUTES OF THE ANNUAL GENERAL MEETING HELD 7TH NOVEMBER 2014 AT EXETER HALL, KIDLINGTON

Present – John Sear, Lyn Hopkins, Paul Thomas, Kate Worrall, Richard Jegou, Will Atkinson, Clive Goodwin, Alan Vincent, Margaret Strange, Doug Scott, Andy Bartlett, Trevor Langrish, Alan Woodland, Peter Stepney, Dee Hailey and Mick Hailey.

1. **Apologies** – Noel Blatchford, Andrew Garner, Adrian Weeks, Dene Stringfellow, Michael Collins and BS. JS reported that Noel had been involved in an accident, the County Committee send their best wishes to her for a speedy recovery.
2. **Minutes of the previous Annual General Meeting held November 2013** – Agreed to be a true record of the meeting held.
3. **Matters Arising** –
 - a) Item 4(c) -JS reminded the meeting that the LAN funding is due to cease in March/April 2015. £10k unused to date, about £7k may be returned.
 - b) Item 4(d) – We are still in need of a Publicity Officer.
 - c) Item 4(f) – County Welfare Officer – position still vacant, committee need to address this in the New Year.
 - d) Item 6(c) - Masters Track & Field Championships did not take place in 2014, as no date available.
 - e) Item 6(d) – CCSO – Tania Spurling is now acting as our CCSO.
 - f) Item 7(b) – Oxford Mail XC League having trouble with a venue for December this year, the fixture may not take place.
4. **Chairman's Report**- JS reported –

The OAA Committee met 5 times over the past year, the venue being Exeter Hall. Overall JS described it as 'an eventful year'.

The Cross Country Championships were cancelled in January 2014 because of the pertaining weather conditions; but held in March at Harwell in conjunction with the last of the Oxford Mail races. The county teams performed well at the CAU Championships, with several individual outstanding performances. There were a number of outstanding features during the field and track year (which will be covered more fully elsewhere in individual reports presented to this meeting). However, it is worth mentioning the continuing success of the County-based Local Athletics Network (OAN); the sixth occasion of a combined track and field championships with Buckingham held at Horspath; while the 'Iffley Miles' meeting organised jointly by the University Athletics Club with the British Milers Club continues to flourish.

There has been continuing growth of the Oxfordshire Network, with channelling of funding towards the development of athletics in the County through club and coaching developments. However, the County must decide how to continue these activities when LAN funding finishes in April 2015.

Although a success, there were some important issues raised by the entries at the County Championships – increased number of junior athletes but a noticeable reduction in Senior and Masters entries. There is a need to somehow decrease the number of events held on the Saturday and Sunday (the 5k and 10k championships are already held in conjunction with the Town vs Gown fixture and the BMAF multi-event championships respectively). The concept of a separate Masters championships involving a number of counties, and the other issues, will be explored again during the winter.

County teams took part in the various age group events of SEAA for track and field competitions. Of particular praise again this year was the continued success of the County team at the SEAA T&F Championships; where many of the 25 selected athletes reached their finals. Well done to you all. While the performance of County teams in the U13 and U15 competitions was first rate (with many athletes achieving PBs), there was poorer interest by the U20 and Senior athletes – with far from complete teams. This problem seems to get worse each year with clubs and athletes citing clashes of club vs county fixtures. JS believes the County must debate whether we maintain our involvement at these age groups later during this meeting.

The County Endurance and Cross-Country activities continue to flourish; with the County supporting teams at major inter-county events. However, there is increasingly an issue of finding venues with adequate parking facilities, and involvement of more of the clubs in the organisation of these events would be welcome.

Looking forward to the year 2014-2015, there are a number of important events – the SEAA inter-county and Masters XC Championships will be held at Horspath in December 2014; the County XC championships are taking place at Culham in January 2015; and the track and field championships will be held again at Horspath if the new Buckinghamshire facilities at Little Marlow are not 'well-bedded down'. As in 2014, the CAU XC championships in March 2015 will be at Cofton Park, Birmingham; while the SEAA and National XC championships are to be held at Stanmer Park, Brighton and Parliament Hill Fields respectively. JS hopes that the County will fully support all these events.

There are some changes needed for our management of county teams; more volunteers to act as team managers (the CAU recommends that they be DBS checked), and there is a need to appoint a County Welfare Officer.

JS finished by thanking those Officers and committee members who have supported the county this year; especially Lyn Hopkins (as Secretary), Kate Worrall (as Treasurer) and Alan Vincent who has supplied the answers on many occasions through his considerable experience. Other key players within the County include Will Atkinson (Vice-Chairman, and Road Race Chairman); Kay Reynolds (OAN); Paul Thomas, Alan Vincent and Ray Lacey (Officials Secretaries); the various team managers and many others. JS mentioned the illness of Alan Corfield, a long-time servant to the County; and the continuing incapacity of Charles Kear. The County wished to thank, in particular, Mike Shipway who, as Press and Publicity Officer, is standing down at this AGM.

As last year, JS welcomes any offers for people to serve on the Committee or help the County in one way or other! The County will only function optimally if all the constituent clubs help.

5. **Communications Task Group-**

a) **Secretary's Report and Correspondence Received** –

LH said that once again it had been a quiet year for her, as most of the County business is now carried out over email.

SEAA/EA/UKA –

- EA eBulletin – September 2014 – Issue 3.
- British Athletics Newsletter – 18th September 2014.
- Email from Tania Spurling – BA promoting a free Para Athletics Day for disabled athletes ages 11+, 10am to 3pm, several venues. Contact Tania or for further details see the following link – <http://bit.ly/1uZ8rdF>
- EA Notification of AGM – 18th October 2014 in Birmingham – Agenda, Directors Report and Financial Statement, Proposal for election of Directors, Proxy form completed and returned.
- EA eBulletin – September 2014 – Issue 4.
- Email from Tania Spurling – Volunteers required for the Youth Advisory Group, people between 16 and 23 reply by 9th October.
- EA eBulletin – October 2014 – Issue 1 – Notification of AGM, 18th October in Birmingham.
- EA eBulletin – October 2014 – Issue 4 – National Volunteer Award Winners.

- British Athletics Newsletter – October 2014.
- EA eBulletin – October 2014 – Issue 5.
- SEAA Update No. 145 – September 2014 – AGM held 7th September 2014.
Change of address for Abingdon AC secretary Carrie Bolton – 36 Hampden Road, Wantage, Oxon OX12 7DP.

OTHER- Oxford Half Marathon – 12th October 2014, after volunteers to marshal, pace makers and finish catchers. If interested please complete our on-line volunteer enquiry form at <http://oxfordhalf.co.uk/oxford-half-marathon-volunteer-enquiry-form/>

- Email from Chris Cohen Honorary Secretary of ESAA – County Schools Championships 2015.
- Oxfordshire City Council – Activities Oxfordshire – October edition – Positive Activities Fund and the Chill Out Fund. Oxfordshire Sports Awards www.oxfordshiresport.org/nominations1

RACE ENTRY FORMS- None received.

b) **England Athletics/UKA matters to report** – AV reported –

A regional consultation event was held on Wednesday 23rd April at the Holiday Inn, Oxford this spring. The conference was well attended and focused on issues such as affiliation and membership, spending priorities for EA and the online portal.

Our lack of continuity in CCSO coverage has continued to be a problem. Since Louise Milne left her post as CCSO for Oxon and Bucks, Tania Spurling has been covering Oxfordshire.

AV attended a couple of Regional Council meetings, with a further meeting scheduled for next month.

Our current areas of concern include the number of affiliated clubs not registering all their competing athletes, the sustainability of local networks after April 2015, the targeting of the unattached levy and the need for better communication with the Counties.

c) **Local Athletics Network-**

The funding has always been provided for a limited period of time. We need to think of ways to fund activities, we cannot expect clubs to fund.

We have problems with distances and travel expenses.

d) **Press & Publicity Officer-** Position has been vacant all year. JS has sent reports to Oxford Mail/Times to cover. Banbury and White Horse Harriers have managed good coverage.

e) **School's Report** –

JS attended the schools AGM. There are problems – teachers do not want to help on Sundays. A number of students doing L1 courses so they will be able to attend events to assist, but they will require supporting. Not all PE teachers have athletics training, which does not help our sport.

f) **Welfare County Officer-** Position has been vacant all year. A few clubs in the county do have Welfare Officers. Committee wondered if one of the clubs Welfare Officers would be willing to take on the role for the County. JS to address. **ACTION** – JS

6. **Officer's Task Group** – KW presented the accounts to the AGM.

The accounts were audited by Derek Adams, committee gave thanks to Derek for his continued support with auditing over the years.

No proposal to increase affiliation fees, letters have been sent out.

Oxford University have now paid their fees.

No proposal to increase track and field fees for next year.

LAN – we may need to discuss funding at a later date, clubs are affiliated to LAN.

Oxford Schools part is £2 ½ k raised for focus on athletes in schools, this is held in the LAN funding, not for returning. Committee thanked KW for all she does for the county.

Total funds stand at £26,318.55 at the year end. This breaks down as follows:

Unrestricted (i.e. ours to spend as we wish) funds	£9,891
LAN ring-fenced funds	£9,875
Other ring-fenced funds	<u>£6,552</u>

Total

£26,318

Unrestricted funds show an increase of £1,795 in the year. There were surpluses on both the County Cross Country (£190) and Track & Field (£1,052) activity in the year.

This excludes the cost of providing medals/plaques to the events – which were £483 for Track & Field and £421 for Cross Country.

Sportshall activity ran at a deficit of £305, excluding cost of medals provided of £57. They incurred an additional cost of £300 charged by the Sportshall Association for entry to the UK Championships which hasn't happened before. As the competition has always operated with a small surplus in previous years and given the numbers taking part, KW proposes that we cover it from general funds this year. The committee are looking at raising fee income next season and have had interest from a club that hasn't previously taken part, so they are taking steps to help themselves as well.

Road Race Activity made a surplus of £162, before medal costs – helped by high entries for the Road Relays.

Cost of medals and trophies remains the largest single cost for the county. £1,036 was spent in the year on replacement stock. In addition to the issues mentioned above, Road Race championships used 262 medals, at a cost of £550. However, we had stock remaining at the year end to a value of £1,021.

KW did not propose to increase affiliation fees. The last increase agreed was for 2012/13, which also saw an increase in entry fees to County events. We have now largely ceased the provision of coach transport to inter-county events. They are now under-utilised significantly and hire costs are increasing. We paid mileage to drivers for the senior, U15/U20, inter-county events and for the IC Cross Country event. This totalled £238 – compare this to the £475 cost of a coach to the U13 event at Kingsmeadow (£109 was recovered from athletes).

The Network received £3,686 in income during this year – network subs and YDL match, kit and transport income. It paid out £6,137; including £1,395 in bursaries to clubs, £3,685 related to costs of the YDL competition. The committee receive monthly finance reports and quarterly summaries for monitoring.

The Photo Finish Equipment activity had its most successful year yet financially; after expenses, including £2,231 on a camera; there are £6,302 of funds carried forward – an increase of £1,253.

Total income in the year was £17,117 –

Main sources of income –

Hire of Photo Finish Equipment	£5,007
Affiliations	£547
Sales of vests, polo shirts and fleeces	£552
LAN income	£3,686 – (Various sources)
Bucks AA – share of CC	£517
Commission on T-shirt sales at the County Championships	£605
County Clock hire	£90

Main costs –

Medals and trophies purchased	£1,306
Official's fleeces, vests and crop tops	£357
Officers claimed expenses	£35
Room hire	£156
LAN expenditure	£6,137
Photo finish equipment	£4,904

Track and Field –

Entry fees for the championships and open events totalled £2,192.

The cost of hosting the event at Horspath totalled £1,034, including track hire, official's costs, medical costs and net of commission on t-shirt sales. £517 was billed to Bucks AA.

Entries to and travel paid for our athletes and official's attending IC events came to £606.

Sportshall-

Income from entry fees and affiliations was £1,811.

Costs of staging the events and entry to the UK Championships was £2,116.

Cross Country –

Championship entry fees totalled £1,147.

Costs of holding the event totalled £193, plus £676 paid to Banbury Harriers in relation to the cancelled event.

Travel costs and entry fees for IC events cost £78.

Road Running –

13 Clubs entered the Grand Prix for the 2014 season, entry fees of £165 were received.

Trophies for last season cost £122.

Road Relay entry fees were £570, cost of the event £379.

Mileage paid to officials and competitors to attend county and IC events was £39.

7. **Track & Field Task Group** –

a) **Inter County Meetings** – JS reported –

U13 teams work well, problems with all other teams. U15/U20 difficulty in getting teams out, some had run the day before. JS wrote to clubs asking whether they wished to continue with IC teams or not. If they wanted them to continue, then asking clubs to not have athletes competing the day before. Some replies received from clubs, although not many.

Responses –

- Keep U13 fixture, as they can only compete in U13 age groups.
- U17s could be invited to take part in fixtures, clubs preferred for them to be included in U20 and seniors.
- Seniors – possible we do not have enough quality athletes in clubs.
- The County needs to decide whether we are represented in these fixtures. As different clubs are involved in different leagues, there is no overall picture of the year.

It was agreed that we would retain for 2015 and ask clubs to prioritise for their athletes.

b) **County Teams / Team Managers** –

JS said we need help with all events, if there are no team managers then there are no teams.

All clubs to be asked to assist.

c) **County Championships Report 2014** –

Successful meeting, held at Horspath.

Junior numbers up again.

Seniors down year on year.

2015 fixture possibly in Oxfordshire, Tilsley Park or Horspath both require work on. We are hoping they will be OK. Volunteers required for Meeting Manager, Entries Secretary and Track & Field Co-ordinator for 2015 fixture. JS can be entries secretary, but he will be away just before the event. Closing date for entries 30/04/15.

d) **OAA Masters Track & Field Championships 2014** –

It was difficult to find a date in the calendar, a suggestion to reintroduce the field events at 10 year age groups, but run as senior men on the track.

e) **CCSO Report** – None received.

f) **Coaching**- AV produced Winter Training Guidelines which has been emailed out to all clubs.

Eynsham RR were commended for being seen out training in yellow jackets and with lights.

g) **Officials** – AV reported –

From an officiating viewpoint, the County Championships weekend went off quite smoothly. There were more Bucks officials than in previous years and the general level of officiating competence was very good. We had one parental complaint relating to a ruling on a technical matter, which could not be resolved to the satisfaction of the parent concerned. We are taking positive steps to improve some other areas, e.g. in communication between PF and start team.

AV thanks all Oxfordshire officials and helpers.

We held Level 2 courses for Starter/Starter's Assistant and Timekeeping, plus a Generic/Health & Safety module on Friday 17th October at OCAC. They were well attended – 12 for Timekeeping (including 4 from Oxfordshire), 4 for Starter/Starter's Assistant (including 3 from Oxfordshire), and 17 in

all for the Generic/Health & Safety module. We plan to hold L2 courses in the other disciplines next March, with Abingdon Amblers currently also in negotiation for a L2 Field course prior to that.

UKA is now sending monthly updates on the number of active officials (e.g. taking account of DBS updates). These enable AV to produce far more realistic figures for the County than in previous years. As of last month, Oxfordshire now has about 90 qualified registered Track & Field officials, with a discipline breakdown (nb with a large number of officials having multiple qualifications) as follows: Starters 11, Starters Assistants 12, Track 22, Field 51, Timekeepers 13, PF 2, Road Walking 1, we also have 11 Assistant Officials (Level 1) and 12 Trainees.

Congratulations to Kay Reynolds, now upgraded to Level 2C (Regional) as a field judge.

All clubs are encouraged to send details of their home track & field fixtures for the 2015 season to Ray Lacey ASAP, copying to John Sear and AV for information.

h) **Photo Finish** –

Our joint county system was used on 27 days this year, including the 2 days of the joint county championships and 4 other Bucks or Oxon club bookings. We covered the IWAS World Junior Games at Stoke Mandeville. We already have 25 days firmly or provisionally booked for next year, including the World Island Games on the Isle of Wight. We are keen to recruit new team members, not necessarily qualified officials but those who could make a contribution on the technical side (including rigging/setting up)

We now have £6,300 in the PF ring-fenced account and are seeking approval to invest up to £3,500 on repairs and new equipment (a 'new generation' clock, start transmitter, second camera lens). This expenditure is essential to ensure that we can give full cover, especially at higher-level meetings and sustain our currently strong reputation for reliability and efficiency. PF funding agreed.

Committee gave thanks to AV and RL for all they do for officials. Clubs to get fixtures to RL as soon as possible.

8) **Road and Cross Country Task Group** –

a) **Cross Country**- Details on website of the XC Championships at Culham on 4th January 2015.

Two team managers required for the XC Championships in Birmingham, 7th March 2015.

c) **Road** – WA reported –

40 road race licences will have been issued this year; the same as last year. We escaped the weather problems which lead to races being cancelled in the last two years. Most races increased their entries this year.

The County Road Relays at Abingdon Rugby Club, organised by Abingdon AC were again a great success, with numbers higher than ever despite a scare about flooding on the course the day before. Many thanks to Abingdon AC, and to Rose Webb and Dene Stringfellow who dealt with the entries and results. Many thanks also to other races that hosted County Champs during the year.

The licencing process seems to be working well and, as a member of the Southern Regional Panel, WA has been able to sort out problems with applications where they occurred. Race organisers should let WA know if the system does not issue their licence the same day. WA can usually see what the problem is and get it fixed.

The main Grand Prix team competitions have already been decided for both men (Woodstock) and women (Alchester) with one fixture, the Eynsham 10k remaining.

We have had some problems with the Race Clock this year, but hope that a new starting cable will give it a few more years of life.

The Road Race AGM will be on Friday 28th November, 7.30 to 9.30 at Exeter Hall, Kidlington.

d) **Officials** – PT reported –

The County Endurance Officials have been present at 45 events since the 2013 AGM. It is very gratifying that all these events have been adequately covered. So for a start a big thank you to his fellow officials for their attendance and also to race organisers who have made them welcome at the over whelming majority of events. Personally PT said there were a couple of organisers who have gone the extra mile but it would be unfair to single them out here.

PT said that many of them also serve as Event Adjudicators and this system is now bedding in well in the County. A few of them have gone further afield in the last year as it seems this county has more available EAs than most of the other counties around. PT has had to turn down more requests from out of county than he has accepted. However be assured Oxfordshire races will always be our first priority.

There have also been invites to Regional and National events again this year for a few of them which is gratifying as he believes the county endurance officials are held in high regard.

It is a shame that no new officials have come forward this year as none of us are getting any younger and in time a few of us will be retiring with no new blood coming through. If any clubs know of anybody who would like to be an endurance official, they can contact PT direct. UKA lists 22 Endurance officials in the County, but for various reasons PT believes the actual 'active' list is only 11.

To end PT said that this coming year will probably be his last as Endurance CofSec, as he feels for personal reasons it is time to move aside for another to take the reins at next year's AGM.

The committee gave thanks to Paul for all his hard work throughout the year.

9) **Elections of Officers and General Committee for 2014/15-**

The following were nominated and seconded enblock –

President	Eileen Kear
Life Vice-Presidents	Alan Corfield Vernon Blowfield Eileen Kear Charles Kear John Makin Jill Slatter Margaret Strange Ian Taylor Alan Vincent
Chairman	John Sear – Proposed by LH and seconded b KW
Vice Chairman	Will Atkinson – Proposed by JS and seconded by RJ
Secretary	Lyn Hopkins – Proposed by JS and seconded by AV
Treasurer	Kate Worrall – Proposed by RJ and seconded by DH
Officials Secretary (Track & Field Shared Job)	Alan Vincent – Proposed by JS and seconded by MS Ray Lacey
Officials Secretary (Road)	Paul Thomas – Proposed by JS and seconded by DH
Press & Publicity	Vacant
Newsletter	Vacant
Coaching Co-ordinator	Vacant
Road Race Co-ordinator	Will Atkinson – Proposed by JS and seconded by RJ
XC Champs Co-ordinator	John Sear – Proposed by AV and seconded by RJ
T&F Co-ordinator	Vacant
Schools Rep	Alan Vincent and John Sear – shared job
General Committee	Alan Woodland Richard Jegou Andrew Garner Dene Stringfellow

Thanks to Adrienne Hopkins who is unfortunately standing down this year.

Sportshall Co-ordinators Clive Goodwin, Ann Workman and Mike Miles

10. **Provisional date for AGM 2015** – 6th November 2015.

11. **Date of first Committee Meeting**- Friday 12th December 2015, 7.30pm Exeter Hall, Kidlington.

12. **A.O.B** –

- a) Unruly behaviour by athletes towards officials at some races. The county need to reiterate to clubs that this is not acceptable. Also athletes should wear correct club clothing when competing in their club's name.
- b) Second claim athletes can be second claim to a number of clubs as per EA. They must register before leagues start as a second claim.

Meeting closed at 9.18 pm.

DATE OF NEXT COMMITTEE MEETING – Friday 12th December 2014 at Exeter Hall, Kidlington at 7.30pm.