



## Newham and Essex Beagles Athletic Club

### Summary of AGM 23<sup>rd</sup> November 2017

**Chair:** Tony Shiret (TS)

**Attendees:** S Alexander, S Allman, S Ayers, E Bakare, T Barron, H Bell, J Bell, C Brown, G Choat, P Collier, S Dalling J EL-Houssami, L Gould, C Granroison, R Griffiths, N Hepburn, S Hogan, C Jenkins, H Lembe, S Macaulay, I Mahoney, T Mundle, M Osusami, S Poleon, L Polius C Rabess, J Regis-Findlay A Stach-Kevitz, J D Sampson, E Shitta-Bey(ESB), A Williamson, B Williamson

**Apologies:** S Peaty, J Ramsden.

#### Last AGM

- No issues with minutes from previous meeting.
- Question raised: Is there a signed copy of the last constitution from 2016?  
Answer: Have not been able to source a copy of the signed constitution, which would have been signed by the previous Chairman. The constitution circulated to everyone today was accepted by the Management Committee as being the one agreed at the last AGM.
- Minutes from last AGM accepted by all as a true record of what took place.

#### Matters Arising

- No matters arising

#### Chairman's Report- Tony Shiret

- Need to work together rather than against each other and act as enablers for the club.
- Tribute to Bob Smith - minute silence.
- Highlight of NEBAC athlete's achievements over the year.
- Best wishes to Christine Ohuruogu on starting her law degree
- Things the club needs to do - Get more Coaches and find more middle-distance runners especially for the younger age groups. We need to think of a way to encourage them to do endurance races. We need to get into the mindset that the Club is moving to the London Marathon Community Track and start to make it our new home.
- Taster sessions funded by the GLA are taking place on a Sunday at the London Marathon Community Track.



## Newham and Essex Beagles Athletic Club

### Treasurer's Report- Cheryl Brown

- 28 March 2017- Online bank account was opened for NEBAC
- 1<sup>st</sup> September 2017- Old NEBAC bank account was finally closed
- Gift aid is now online with HMRC
- The Management committee will need to approve accounts.
- **Action:** Meeting asked to give authority to the Management Committee to accept the accounts on behalf of the club.
- Coaches to ensure that their athletes pay their membership & track fees.

### Constitution

- Proposals made by ESB and TS to change the constitution.

### ESB proposal -

- Remove family group members and Beagle Academy members.
- Agreed by all that some structure for younger children needed that feeds into the main club and not run as a separate entity. The need for a family group can be removed but will be revisited if needed potentially via an EGM.
- Remove the role of Assistant Honorary General Secretary.
- **Action:** Agreed there is no need for an Assistant Honorary General Secretary role, it was a role that was created due to issues at the time and right now no longer needed.
- Remove the roles of Data Technology Officer, Customer Relations Management (CRM) and Head of Junior Development roles
- **Actions:** Head of Junior Development is an important role which we currently do not have, and it is needed especially for the age group 13-15-year olds. The role of CRM was implemented by the previous Chairman in a bid to look at ways the club could promote and gain sponsorship and benefits ahead of the 2017 World Athletics and World Para Championships. Expertise and structure needed for the club around this area.
- **Action:** Agreed that this role is currently not needed but we can bring it back if that changes.

### TS Proposals - (previously circulated as an amended version of the existing Constitution)

- Proposal that NEB has a Management Committee and all the other elected officers are in a General Committee. Implications of this are that some of the current Management Committee members will not be on the Management Committee going forward. We need better governance and need some independent external members of the Management Committee.
- Management Committee needs to be reflective of the people who are currently at the club, who turn up on a regular basis and know what is happening and know what the decisions are being made for.



## Newham and Essex Beagles Athletic Club

- Query raised around the suggestion that there should be another person who should have access to the online bank account, this should not be one of the external members of the Management Committee.
- Someone needs to check and approve payments, we need to have the correct governance in place. It needs to be in the constitution that the person making the payments is different to the person checking payments.
- Query around a conflict of interest with the Treasurer having access to the online bank account.
- **Action:** Management Committee to look at the wording around the proposal regarding the online bank account.
- **Query:** Who are the external members of the Management Committee being suggested and will they have voting rights? It was suggested that at least one of these external members would be from Newham Council, who this will be is yet TBC, they would have voting rights?
- **Action:** Agreed by all that sanctions need to be put in place for Athletes that repeatedly do not turn up. The parents need to be aware of the sanctions and all the Coaches need to be on the same page in enforcing sanctions.
- Currently the constitution states that there are 2 Team Managers for the lower age group one for the girls and one for the boys. This does not work only one Team Manager and Assistant Team Manager is needed for the lower age group.
- **Action:** Agreed by all to have Team Manager and Assistant Team Manager for the lower age group.
- Club Development and Volunteer Officer should be renamed to Club Funding and Volunteer Officer as this is their main role.
- **Action:** Agreed to separate the roles and have one Funding Officer and one Volunteer Officer.
- TS Proposals agreed subject to amendments above.



## Newham and Essex Beagles Athletic Club

### Election of Committee Members

<b>2017 - 2018 Committee Members</b>			
		<b>Nominated by</b>	<b>2<sup>nd</sup> Vote By</b>
<b>Club Patron</b>	Tony Shiret		
<b>Club Patron</b>	Adele Stach-Kevitz		
<b>Club President</b>	Christine Ohuruogu	Elyzabeth Shitta-Bey	Tony Shiret
<b>Executive Management Committee</b>			
Honorary Chairperson	Tony Shiret	Elyzabeth Shitta-Bey	George Choat
Honorary Vice Chairperson	Sarah Alexander	Tony Shiret	George Choat
Honorary General Secretary	Nina Hepburn	Jacqueline Ramsden	Tony Shiret
Honorary General Treasurer	Cheryl Brown	Nina Hepburn	Tony Shiret
<b>Executive General Committee</b>			
Membership Secretary	Elyzabeth Shitta- Bey	George Choat	Sarah Alexander
Coaching Secretary	George Choat	Nina Hepburn	Tony Shiret
Officials Secretary	Nina Hepburn	Elyzabeth Shitta-Bey	Tony Shiret
Jack Petchey Secretary	Elyzabeth Shitta- Bey	Sarah Alexander	Adele Stach-Kevitz
Welfare Officer	Sheila Poleon	Sarah Alexander	Leandra Polius
Welfare Officer Assistant	Barbara Wilson	Sarah Alexander	Nina Hepburn
School and Disability Liaison Officer	Sheila Poleon	Michael Osunsami	Elyzabeth Shitta-Bey
Parent /Carer and Coach Liaison Officer	Sarah Alexander	Elyzabeth Shitta-Bey	Nina Hepburn



## Newham and Essex Beagles Athletic Club

Team Manager: Senior Men's Cross Country & Road	Wayne Bell	Tony Shiret	Adele Stach-Kevitz
Team Manager: Senior Women's Cross Country & Road	Adele Stach-Kevitz	Tony Shiret	Nina Hepburn
Team Manager: British League	Rowan Griffiths	Elyzabeth Shitta-Bey	Tony Shiret
Team Manager UK Women's League	Tim Mundle	Nina Hepburn	Adele Stach-Kevitz
UK Women's League Assistant	Barbara Wilson	Tim Mundle	Adele Stach-Kevitz
Team Manager: SAL Women's	Tim Mundle	Sheila Poleon	Elyzabeth Shitta-Bey
Team Manager: SAL Men's	Leroy Gould		
Team Manager: Youth Development League - UAG	Elyzabeth Shitta-Bey	Sarah Alexander	Leandra Polius
Team Manager: Youth Development League - LAG	Sarah Alexander	Nina Hepburn	Sheila Poleon
Assistant Team Manager: Youth Development League - LAG	Michael Osunsami	Leandra Polius	Nina Hepburn
Website Press and Social Media Officer	Elyzabeth Shitta-Bey	Sarah Alexander	George Choat
Physiotherapist	Geraldine Gupta	Nina Hepburn	Tony Shiret
Club Photographer	<b>Claire Jones</b>	Elyzabeth Shitta-Bey	Nina Hepburn
<b>Open Roles</b>			



## Newham and Essex Beagles Athletic Club

Head of Junior Development	Open Role		
Junior Athlete Representative	Open Role		
Receptionist	Open Role		
Refreshments	Open Role		
Senior Athlete Representative	Open Role		
Team Manager: U17 Girls and Boys Cross Country & Road	Open Role		
Volunteer Officer	Open Role		

Funding Officer	Rhian Horlock	Agreed- Rhian was previously in the role and may continue. This needs to be discussed with her and come back to the Management Committee.
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**Meeting closed.**