

ACU EASTERN
ADMINISTRATION COMMITTEE MEETING No 8
9th AUGUST 2023 AT 7.30pm BY ZOOM

Attendees Mr A Penny – President
Mr C Keeble – Chairman
Mr A Foskew -Vice Chairman
Mr A Hay - Treasurer

1 Introductions

1.1 The chairman opened the meeting and welcomed all attendees;

2 Matters arising from previous minutes

2.1 No matters arising

3 Current Matters

3.1 Copdock Bike Show

CK updated the committee regarding the show ; Ron Greengrass plus one other , Sidge Kenny, Paul Fenn and Ray Booty have offered to assist with manning the stand .AP also offered to assist

3.2 Finance

Barclays Bank – AH reported that the Barclays online account screen no longer shows any issues with the account ; it was agreed to keep this under review

Payment from Head Office – AH reported that Head Office have made payment of club affiliation fees and also basic permit rebate fees for the first quarter of 2023 ; it was noted that because Head Office had not kept the Centre advised of permit numbers for the early part of 2023 it was challenging to match the payments against the Centre data base , AH has managed to find some of the missing permit numbers which he will pass the Barbara Douglas for the data base to be updated and he is attempting to contact Head Office for further details of the remaining payments. It was also noted that no payments had been made for Premier Insurance events , CK commented that Head Office had previously advised that they would remit £20 for each Premier permit , CK will forward the relevant correspondence to AH so that he can follow up payment of monies due.

3.3 Nominations for Sport Committees etc

CK reported that, following discussions with AH, he had signed a nomination form for John Blyth to stand for re-election to the motocross committee

It was unclear if AP and AF needed to submit forms for their positions on the Panel of Adjudicators but it was decided that they would send forms to CK for him to sign on behalf of the Centre and submit to Head Office.

There were no other nominations received

3.4 Review of Byelaws

It was noted that the main comments on the proposed new byelaws made at the July Board meeting challenged the need for the Competitions Committee as well as the management Committee and the four Sport Committees

This matter was discussed and on balance it was considered that the Centre is currently in a transition period ; the four sport committees are at different stages of development with little guidance having been provided in the past but the new byelaws set out more clearly the duties of the sport committees and when they all reach full maturity it may be appropriate to reduce the other committees involvement but for the time being the new byelaws should be presented without change in this respect and the matter kept under review as the Centre evolves.

3.5 November Board Meeting

CK reported that the new byelaws make changes to proceedings of the AGM and the Board meetings ; whilst there was unanimous approval of the proposed byelaws at the July meeting it was regrettable that there were only 11 delegates in attendance therefore approval of the new byelaws cannot be guaranteed . It was agreed that the format of the November meetings would need to accommodate both the existing and the proposed byelaws.CK proposed the following format which was agreed

- First Meeting – Special General Meeting to approve the new byelaws
- Second Meeting – if byelaws are approved – to be the Centre AGM based on the new byelaws
- Second Meeting – if new byelaws are not approved – to be the Centre AGM based on the existing byelaws
- Third Meeting – if new byelaws are approved – to be Board meeting for Sustainability
- Third Meeting – if new byelaws are not approved – to be the first Board meeting of the new year

3.6 Any Other Business

AH reported that the reserved numbers scheme uses Pay Pal to receive payments but the reports which are received have been changed and it is now more challenging to match riders names with their numbers and payments , he will monitor the situation but it may need an additional person to manage this function.

AH reported that he is not receiving NIL returns from clubs who run events for which no Centre Support charge is due which makes it challenging to work out what monies are due. CK agreed to ask Barbara Douglas to highlight the need for these forms when she sends out event documents.

AH reported that he had not received payment for handbooks from Braintree Lowestoft and Bury St Edmunds clubs ; CK will forward the original payment request emails to AH so that he can remind the clubs to make payment

Date of next meeting To be agreed