

**ACU EASTERN**  
**ADMINISTRATION COMMITTEE MEETING No 2024-2**  
**15 FEBRUARY 2024 AT 7.30pm BY ZOOM**

<b>Attendees</b>	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 meeting**

- 2.1 CK reported that he had been unable to visit Barclays Bank reference renaming of the Gazette bank account but will do so as soon as possible
- 2.2 CK reported that he had been contacted by the organisers of the Copdock Bike show to enquire if the Centre wished to have a stand for 2024, he had explained to the organisers that this was still to be decided. CK will raise it at the March Board meeting
- 2.3 CK reported that he had discussions with members of the endure committee and they are preparing a business case for timing equipment

## **3 Enduro Committee Devolution**

CK presented a draft document setting out terms of reference for devolution of the Enduro committee which was discussed and amended to arrive at a document for discussion with the Endure committee

It was agreed that CK would circulate the revised wording to the members of this committee. CK would then send the document to the Enduro Chairman, Enduro secretary and Neil Sargent (Enduro vice chair) with a request that they make any comments.

Upon receipt of comments from the Enduro committee this committee will consider same and if appropriate arrange a meeting to reach an amicable resolution.

The final wording will then be submitted to the Annual meeting of the Centre as a Special resolution to change the bye laws

## **4 Centre Handbook**

CK reported that he had produced a draft of the 2024 handbook but an agreement to proceed needed to be made before Paul Sewter was asked to translate the draft into print format.

CK presented indicative sales and finance figures which showed that the handbook should not cost the Centre any money.

It was agreed to proceed with production and for CK to circulate all clubs with a request for orders. It was noted that the print costs vary on a daily basis but subject to no significant variations it was agreed to proceed.

AH suggested that if the final page count resulted in blank pages we should attempt to secure advertisers either commercially or for the centre itself. CK will discuss this with Paul Sewter.

## **5 Recruitment banners**

CK presented a paper regarding a proposal to purchase banners and signs to display at events and advertise the need for people to help with organisation.

The cost was estimated at approximately £420 for 15 banners to use at speed events and 15 signs to use at trials

It was agreed to proceed.

## **6 Finance**

### **6.1 Budget**

AH presented a draft budget for 2024 which took account of the decision by ACU head office to not make any further payments to the Centre in respect of Permit fees, Affiliation fees and Insurance rebates. The document showed a significant deficit on the year.

After discussion it was agreed that AH would recalculate the budget to include two changes.

The first change was to align the centre support charges across all disciplines and increase the charges to sixty pence per rider in adult classes.

The second change was to introduce fees to be paid by clubs for the right to run ACU Eastern Championship events. This would in part recognise the significant annual expenditure on trophies. The rates proposed were

- Trials £20 per championship round
- Motocross , Enduro & grass Track £50 per championship round

Whilst it would be necessary to await the result of AH calculations it was anticipated that the budget would still result in a deficit for 2024

### **6.2 Trophies**

This year the centre trophies were purchased separately for each discipline. It was agreed that this arrangement would be discussed at a future meeting of this committee to ensure that best practice and the best prices were adopted across all disciplines.

### **6.3 Awards Presentation Events**

It was agreed that arrangements for awards presentations in future years would be discussed by this committee at a future meeting to ensure best practice across all disciplines.

## **6.4 Barclays Bank Matters**

AH will arrange to meet with Barclays Bank to discuss the rate of return on monies invested and why the Chairman has not got visibility of the facilities fund account in the on line banking system.

## **7 Complimentary Gazettes, Handbooks and Passes**

It was agreed that the retired officers on the list would be unchanged

## **8 Reactivation of Facilities fund**

This matter was left in abeyance for discussion at a future meeting.

## **9 Trophies not awarded for 2023**

CK reported that he was investigating the whereabouts of trophies that were not awarded for the 2023 championship year

## **10 Clubs not responding to the Centre**

CK reported that he had been unable to receive replies to emails sent to Ipswich , Southend and St Georges clubs but had written letters to attempt to confirm contact details.

## **11 March Board Meeting**

Arranged for 11 March 2024

## **12 Any Other business**

None

## **13 Date of next meeting**

14 March 2024

The meeting closed at 9.13pm