

# BRITISH MOUNTAINEERING COUNCIL

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## CLUBS COMMITTEE

Minutes of the Clubs Committee meeting held Don Whillans Memorial Hut, Roaches, Staffordshire on Saturday 12<sup>th</sup> November 2016.

Present: Chair Fiona Sanders (FS) *National Clubs*  
Secretary Jane Thompson (JT)

Richard Toon (RT) *North West*, Mark Anstiss (MA) *North East*, Dave Brown (DB) *Peak*, David Fisher (DF) *South West*, Sherry Macliver (SM) *London & SE*, Trevor Smith (TS) *co-opted*, and Mike Spooner (MS) *Student rep*

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### 1. Welcome and Apologies for Absence

- 1.1 Apologies received from Michael Jimenez (MJ) *Student rep*, Will Kilner (WK) *Cymru South*, Paul Exley (PE) *Yorkshire*, Ben Filmore (BF) *London & SE*, John Farrow (JF) *National Clubs*, Non-attendance Michelle Auckland (MA) *Midlands* -

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### 2. Conflicts of Interest

- 2.1 None noted -

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### 3. Confirmation of Minutes of Previous Meeting

- 3.1 Agreed and signed as a true record -

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### 4. Matters Arising not on the agenda

- 4.1 FS reported that Tony Ryan has been asked to produce a volunteer strategy so will ask him to review the role descriptions. **FS & JT**  
It was noted that a volunteer structure was still not available. FS to request from TR **FS**
- 4.2 Club questions for MOS not required for submission until early 2017 **JT**
- 4.3 Guidance notes update table to be re-circulated **JT**
- 4.4 Article on developing huts . RT to send through details about their hut development **JT & RT**
- 4.5 All members were asked to review the BMC Annual Report from 2015 and feed specific comments back to FS before NC on 3<sup>rd</sup> Dec **All**
- 4.6 Some reps had got clubs as an agenda item on Area meetings, others hadn't. All committee members to request this. It was also recommended that reps ensure that they are on area committee mailing lists for their Area to be kept in touch. **All**
- 4.7 FS reported that she had spoken with DT re clubs focus in strategy and he is happy to look at the suggestions made by Clubs Comm and incorporate in to the new strategy **FS**
- 4.8 Supporting older members paper will be turned in to an article. FS to report back to NC. **JT**  
**FS**
- 4.9 SM reported that she had further investigated options for an accommodation list for clubs. Conclusion that to produce and maintain such a list was not possible with the current capacity. SM to feedback to appropriate clubs **SM**
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<b>5.</b>	<b>Notice of any other business</b>	
5.1	Annual Report Wired Guide	-
<b>6.</b>	<b>Appointment to the Clubs Committee for 2016</b>	
6.1	JT confirmed that appointments would need to be made for a National Clubs rep, Student clubs rep, Lakes rep, Yorkshire rep, and Cymru North rep. With Peak, North West and the other National Clubs rep eligible for re-appointment.	-
6.2	FS reported that she will make contact with the Exec regarding a replacement liaison rep.	<b>FS</b>
<b>7.</b>	<b>Sport England funding</b>	
7.1	JT reported that there is still uncertainty over the amount that the BMC will receive during the next funding cycle . it is expected to be approximately 30% less the current period. Some information has already been submitted to Sport England for approval and it is expected that a further, more detailed, submission will be made in December. It is expected that the outcome will be known in February.	<b>JT</b>
7.2	JT explained that the content of the request for clubs matches the discussion documents that Clubs Comm has contributed to. The main area that won't be available in the current form will be the grants programme. It was requested that should that be the case a notice is placed on the BMC website informing clubs of the change. It was also noted that this had been a really important way of supporting clubs in particular attracting new members and taking out novices.	<b>JT</b>
<b>8.</b>	<b>Training events 2017</b>	
8.1	JT reported that the Training your Novice Clubs Members (winter) on 4-5 February at Plas y Brenin is now full. The summer equivalent will be held on 6-7 May. There is a programme of clubs workshops planned for January . March until the current subsidy finishes. It was requested that JT review the costings for a programme without a subsidy and produce a training plan for the rest of the year based on the potential of break-even target.	<b>JT</b>
8.2	The training day for new officers / members of club committees will be held on Sunday 26 <sup>th</sup> February in LSE Area. Additional budget was obtained by JT to run this programme.	
<b>9.</b>	<b>Roadshows 2017</b>	
9.1	It was reported that Roadshows will be taking place on <ul style="list-style-type: none"> <li>- Saturday 18 February, Manchester</li> <li>- Sunday 19 February, Sheffield (for student clubs)</li> <li>- Saturday 25 February, North London</li> <li>- Saturday 11 March, Gloucester area</li> </ul> It is requested that reps attend the meeting roadshow that is the closest to them	<b>All</b>
9.2	FS reported that she will be working on the programme for the roadshows with TS, and will circulate their ideas for comment. The roadshow programme is instead of a Clubs Seminar and so the content will reflect that.	<b>FS &amp; TS</b>
<b>10.</b>	<b>Club Affiliation Review</b>	
10.1	Two papers were reviewed following a request from National Council; an application from a club for club affiliation and also the affiliation process itself.	
10.2	It was agreed that the club should be allowed to affiliate to the BMC as they meet the	

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criteria specified. Key information to be provided to NC so a couple of changes were made to this paper.

The second paper was also agreed as an important step to make the process of affiliation clearer to all involved. Again a couple of changes were recommended.

Changes were made to both papers with JT to recirculate and feedback required by 9am on Thursday 17<sup>th</sup> to allow the papers to be submitted for the next National Council meeting. **JT  
All**

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## **11. Student Clubs Working Group**

- 11.1 MS reported that he has been trying to get further engagement with student clubs via social media but with minimal success. Keen to link recruitment for the Clubs Comm student rep with recruitment to the SCWG and promoting the Roadshow in February. The committee encouraged such an approach and asked that the process for recruiting potential people asap. **MS & JT**
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## **12. IT Strategy document**

- 12.1 TS reported that MSO is now live for student clubs and is going through further testing with a selection of other clubs. The plan is still to make the system live for all clubs for January. A number of student clubs have already engaged with the system, although it is too early to see what the take-up from student clubs will be. It was requested that training on MSO be sought for the new club officer-training day and the roadshows. **JT**
- 12.2 No other developments have progressed as there is no capacity to deliver on other areas. Noted that we need to be ready to push for further development in March.
- 12.3 It was noted that thanks should be passed on to Alvin and Arun for their work on MSO, particularly with the great potential benefit to clubs. **FS**
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## **13. Review of Discussion Document**

- 13.1 Deferred to next meeting as large parts relate to IT requirements and/or to Sport England funding.
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## **14. Annual Report, Operating Procedures & Terms of Reference**

- 14.1 The draft Annual Report document was discussed with several changes made. JT to update the document and circulate by Monday, feedback needed by 9am Thursday 17 November. **JT  
All**
- 14.2 Changes to the operating procedure were offered to the committee and it was explained that the purpose of the changes was to simplify the way the committee operates. The amended Operating Procedures were discussed with several changes made. JT to update the document and circulate by Monday, feedback needed by 9am Thursday 17 November. **JT  
All**
- 14.3 The Terms of Reference were reviewed with several changes made in order to simplify the purpose of the committee. JT to update the document and circulate by Monday, feedback needed by 9am Thursday 17 November. **JT  
All**
- 14.4 It was agreed to have a role of Huts group representative on the committee to allow improved links with the Huts Group. The meeting unanimously agreed to appoint John Farrow as a co-opted member to this role. The Operating Procedures and Terms of Reference were amended to cover this. **-**
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## **15. Feedback to/from National Council**

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14.1 Nothing further to report than has previously been discussed.

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**16. Engaging with clubs**

16.1 Reps reviewed data to profile the clubs in their areas. It was noted that each rep should produce a written profile of their clubs and what this might mean in terms of whether we should focus roadshows and other events in their area to meet particular club size/type/issues etc. Each rep to produce and circulate asap so we can review training being made available in the coming months. **ALL**

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**17. AOB**

17.1 Further to item 4.5, DB raised the issue that the BMC annual report seemed a bit thin on the ground. A discussion took place and it was suggested that the summary report should be seen more as a sales pitch document to promote achievements and aims of various key areas with key messages as opposed to tasks completed. More importantly a clear link that will lead people to access the detailed Annual Report via a link to the BMC website. All the corporate content should be within the detailed document. DB to send the views of the committee to the Exec. **DB/FS**

17.2 FS reported that Wired Guides chair had been in touch about a potential development. The meeting discussed the proposal and agreed support for it. The Wired Guides would also like to engage with the relevant Area . FS to make the contact. **FS**

17.3 Discussion took place about the recording and following up of actions from the committee. It was agreed that MA & JT would review the process and suggest improvements **MA & JT**

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**19. Dates of forthcoming Meetings**

19.1 Thursday 9<sup>th</sup> March, BMC Offices Manchester  
Saturday 24<sup>th</sup> June, North Wales  
Thursday 21<sup>st</sup> September, BMC Offices Manchester  
Saturday 18<sup>th</sup> November, Peak District

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