Northern Police Cross Country League

and

British Police Fell Race

**Annual end of Season AGM**

Annual General Meeting held at Great Hall Barn, Rivington, following the last fixture 3.30pm, on Wednesday 27 March 2024

***Meeting Minutes – 2023/2024 End Season – AGM***

***Attendance***

|  |  |
| --- | --- |
| **Heather Mitchell** **Steve Broadbent****Gary Corns****Shannon Davies****Jack Pilkington** | **Andy Brown****Jane Brown****Laura Lawler****Mark Porter****Carl Horth** |

1. **Minutes from previous meeting**

Minutes from the previous meeting held at Hough End, 29 March 2023 were circulated to the meeting. The Chair had already read the minutes and they were agreed as correct. Two minor name corrections.

1. **Nomination of League Officials**

(i) Chair – Heather Mitchell

(ii) Secretary/Treasurer – Steve Broadbent

Both Heather and Steve were happy to continue their roles another year. There were no other nominations received. Both duly nominated.

1. **Nomination of Force Representatives**

|  |  |  |  |
| --- | --- | --- | --- |
| Lancashire | Laura Lawler | Cleveland | Tony Oliver |
| G.M.P. | Shannon Davies | Merseyside | Keith Swift |
| Cheshire | Jack Pilkington | North Yorkshire | Simon Fricke |
| Cumbria | Olli Dawson (New) | North Wales | Iwan Jones |
| West Yorkshire | Anna Sykes | BTP | No Rep |
| Humberside | Carl Horth | Durham | Dave Coxen |
| South Yorkshire | Andy Lakeland | Northumbria | Sally Youden |
| Lincolnshire | Jack Skelton | AEC/Services | No Rep |

1. **Summary Report on Trail and XC Season 2023/2024**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Attendances** |  | **Individuals Attending** |  |  | **Combined Forces** | **Recorded Seasons 24** |  |
| **Fixtures** | **Men** | **Women** | **Totals** | **IND Men** | **IND Wom** | **Total M/W** | **Total Attendances** | **Season** | **Position** |
| **12** | **318** | **166** | **484** | **89** | **36** | **125** | **586** | **2021/2022** | **4** |
| **13** | **214** | **132** | **346** | **74** | **41** | **115** | **539** | **2022/2023** | **22** |
| **11** | **204** | **109** | **313** | **76** | **28** | **104** | **488** | **2023/2024** | **24** |

**Note: Fixture 11 now added**

The secretary expressed concern for the significant drop in numbers during the past three seasons. He did wonder whether the Trail Races had some influence on the overall numbers in the year. This said, if you add the Trail Race attendance numbers to the XC, the figures become more comparable with earlier years. He did wonder whether the trail series may affect the XC figures in terms of overall attendances over the whole year. It was agreed this was a possible factor.

However, the committee also agreed that time off for sport generally was proving increasingly difficult and probably the primary cause of low numbers. However, Humberside had proved to be successful this season in turning out greater numbers due to significant changes in the ‘Force’ attitude to sport, fitness and wellbeing.

It was felt that a matter of time other Forces would follow suit, but this may or may not happen.

In conclusion, the League was still hosting more fixtures than ever before, and each fixture did have a reasonable number attending to make the event viable. There were now three fixtures held in conjunction with the Midlands League that certainly bolstered overall numbers significantly. It was really up to each Force representative to ensure that the fixtures are well circulated.

Steve proposed that we start the season a little earlier and finish into April. This would allow us to comfortably have 12 fixtures. This was taking into account his proposal of dropping the Trail League – See Item 6

1. **Accounts Summary – 2023/2024 (See Appendix)**

**Presented – Accounts Appendix ‘A’ posted below**

The Treasurer, Steve Broadbent went through the Summary with the meeting. The bottom line is that the League held a healthy £411.96 reserve (updated for minutes). There was also a PSUK reserve of £430 that was a sinking fund held to cover toward website costs for maintaining PSUK Athletics.

Steve Broadbent said that the accounts of this type need not be professionally audited, given the low cash flow. However, he asked that someone on the committee, familiar with auditing and figures, volunteer to scrutinise the account independently. This would offer him a degree of transparency and protection.

Shannon Davies volunteered the role.

***Action: Shannon Davies to go through the bank statement, accounts summary and verify that the figures presented are correct. Shannon will sign off hard copies along with Heather Mitchell and Steve Broadbent once completed.***

**Trail and XC League Set-Up 2024/2025**

1. **Number of fixtures and Counting Fixtures**

12 fixtures were being proposed for next season. (See item 7)

1. **Entry Cost**

Agreed that the current £15 entry cost was reasonable and can still include a season memento. £4 for a single fixture. Using the Bookitzone entry portal.

1. **Venues**

See list at Item 8

1. **Facilities**

Agreed car parking and toilets were essential – other facilities a bonus providing host had sufficient budget to provide.

1. **Post-Race Catering**

Out of boot snacks should continue. Catering at premises can be considered providing the cost is reasonable. League to cover any reasonable catering costs for Forces unable to provide.

1. **Prizes**

It was decided that bottles of wine and beer were the popular option. Carl Horth later proposed that maybe an alcohol-free option should be made available for teetotal runners.

***Action: Steve to consider adding ‘Alco free prizes’ option to the booking system***

1. **Proposed Trail League fixtures for 2024**

Though the Trail League had again proved popular, numbers were very low. Steve did question whether the time and effort putting on a race for just 10 to 20 runners was viable. It was felt that maybe the market was saturated particular in the summer, school holiday months.

Lancashire, North Yorkshire, West Yorkshire and GMP fixtures were low in numbers and the hosts had all been consulted and reluctant to host another Season. Jack Pilkington’s Cheshire fixture did attract higher numbers. Jack Pilkington was happy to continue his fixture another Season in May or June.

It was agreed that having ‘One’ Trail fixture was a good compromise.

***Action: Jack Pilkington to stage a single ‘Northern Police Trail Race‘ Fixture – Date to be confirmed***

1. **Proposed XC League fixture list for 2024/2025 season**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Fixture** | **Date** | **Venue** | **Fixture** | **Date** | **Venue** |
| **Fixture 1** | 25/9/2024 - TBC | North Yorkshire | **Fixture 7** | 8/1/2025 - Yes | Staffordshire |
| **Fixture 2** | 9/10/2024 - Yes | Cheshire | **Fixture 8** | 29/1/2025 - Yes | Humberside |
| **Fixture 3** | 30/10/2024 - TBC | Cumbria | **Fixture 9** | 21/02/2025 - Yes | Merseyside |
| **Fixture 4** | 13/11/2024 - Yes | GMP | **Fixture 10** | 5/3/2025 - TBC | PSUK North Wales |
| **Fixture 5** | 27/11/2024 - TBC | South Yorkshire | **Fixture 11** | 26/3/2025 - Yes | West Yorkshire |
| **Fixture 6** | 11/12/2024- TBC | Derbyshire | **Fixture 12** | 9/4/2025 - Yes | Lancashire |

The above dates were set with some these would be updated on the media sites.

1. **British Police Fell Race – 2023 and 2024**

**2023 Race – Monsal Dale - Derbyshire**

The race had been a huge success, assisted by Karl Webster and his team from Derbyshire. The race attracted over 100entries from 25 UK Police Forces.

**2024 Race – Arkengarthdale – North Yorkshire**

A date and venue had already been set for the 2024 race – Arkengarthdale – Wednesday 8 May 2024.

The event was underway with currently 56 entries. It was hoped the race would attract around 80 runners in total.

1. **New Risk Assessment Protocols**

A new assessment protocol had been implemented by Steve at the start of last season. The new form was fairly simply and tailored to the XC and Trail Leagues. This form must be completed and returned to Steve prior to every fixture.

There had been no issues so far with the completion of the form.

1. **Any Other Business**

The meeting finished at 16.15.

**Appendix ‘A’ – Accounts Summary**

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| **British Police Sports Events - Accounts Summary** |
| **2022/2023 Season** |
| **Season** | **Account** | **Income** | **Expense** |
| 2022-2023 | Admin |   | £323.37 |
|   | XC | £381.43 |   |
|   | Trail | £93.57 |   |
|   | Fell Race | £3.50 |   |
|   | Lancon AC | -£153.78 |   |
|   | From PSUK | £110.00 |   |
|   |   | **£588.50** |  |
| Balance C/F |   |  | **£265.13** |
| **2023/2024 Season** |
| **Season** | **Account** | **Income** | **Expense** |
| 2023-2024 | Admin |   | £354.36 |
|   | XC | £125.15 |   |
|   | Trail | £27.56 |   |
|   | Fell Race | £9.50 |   |
|   | Lancon Athletics | £65.20 |   |
|   | From PSUK | £120.00 |   |
| **Balance from 2023/2024** | **£347.41** | **-£6.95** |
| **Balance from 2022/2023** |  | **£265.13** |
| **At Bank**  |  |  | **£258.18** |
| **PSUK Reserve - Sinking Fund** |
| 2022/2022 | Balance | £660.25 |   |
| 2022/2023  | Admin Costs |   | £110.00 |
| 2023/2023 | Balance | £550.25 |   |
| 2023/2024 | Admin Costs |   | £120.00 |
| 2024/2025 | Balance | £430.25 |   |
| **At Bank** |  | **£430.25** |   |
| **Anna Bank Account** |
| **Total at Bank 31/3/24** | **£692.21** |   |
| British Police Sports Reserve | £261.96 |   |
| PSUK Reserve | £430.25 |   |
| **Closing Actual Account Balance** | **£692.21** |  |
| **Outstanding Debtor/Creditors** |
| At Bank 31/3/24 | £692.21 |   |
| Debtor - Lancon Affiliation Fee 2023 | £150.00 |   |
| **Total Account Reserve - 31/3/24** | **£842.21** |  |
| **2024/2025 Transaction - In Bank - Unreconciled** |
| Creditor - BPFR - 2024 Account |   | £33.34 |
| **British Police Sports Account - Year End Balances** |
|  | **XC/Fell/Athletics** | **PSUK** | **Total Reserve** |
| **Opening 2022** | £7.52 | £660.25 | **£667.77** |
| 2022/2023 | £265.13 | £550.25 | **£815.38** |
| 2023/2024 | £411.96 | £430.25 | **£842.21** |
| **ANNA Bank Statements** |
| 2022/2023 |   | **At Bank** | **£852.50** |
| 2023/2024 | Incoming |  | **£3,846.43** |
| 2023/2024 | Outgoing |  | **£4,006.72** |
| 2023/2024 | Balance |  | **-£160.29** |
| 2023/2024 |   | **At Bank** | **£692.21** |