



Association of UK Course Measurers

Chairman: Hugh Jones

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Notice of Annual General Meeting 2017

The Annual General Meeting of the Association of UK Course Measurers will be held on

Saturday 4 November 2017 in the London Marathon offices, 190 Great Dover Street, London, SE1 4YB, commencing at 2 pm.

Members may also attend as observers the meeting of the Directors (Course Measurement Working Party) commencing at 11 am. A sandwich lunch will be provided.

AGENDA

1. Directors report
2. Treasurer's report and accounts
3. Election of Directors (CMWP members)
4. Appointment of examiner for accounts
5. Company Rules
6. Any other business notified in advance

Nominations for CMWP must be received by the Secretary no later than **Monday 23 October 2017**. Nominations must be proposed and seconded and accompanied by the agreement of the nominee. Nominations may be sent by email.

Matters for discussion under item 6 must be notified to the Secretary no later than **Monday 23 October 2017**.

All members wishing to attend the AGM or the CMWP meeting must notify the Secretary by **Monday 30 October 2017** so that seating, catering and security arrangements can be made. Members wishing to claim the travel subsidy (details given in email notification) must notify the Secretary by **Monday 30 October 2017**.

Proxy voting forms must reach the Secretary by **Tuesday 31 October 2017** (details given in email notification).

(Notes on Agenda items, the Directors report and other supporting documents are given on subsequent pages.)

Notes on Agenda Items.

1. *Directors report* – see page 3.
2. Accounts – Our financial year ends on 30 September. This year's accounts are complicated because of or change of status. Accounts will be available at the meeting and will be posted on the AUKCM website as soon as they are available.
3. *Election of Directors* – All members of CMWP now serve for a 3-year term. There are a maximum of 12 Directors (3 Officers, 6 ACMSs, 1 International & 2 other measurers). To preserve our existing 3-year rotation, the following positions are open for election this year. Secretary, ACMS North, ACMS Northern Ireland, International Measurer.

CMWP will nominate Phil Holland (Secretary), Brian Porter (ACMS North) and Paul Hodgson (International measurer). The ACMS Northern Ireland position is currently vacant.

Hugh Jones (Chairman), Phil Cook (ACMS Wales) and Dene Townend (Measurer) will continue to serve until 2018. Ken Kaiser (Treasurer) and Kym Wheeler (ACMS Midlands) will continue to serve until 2019. The ACMS South position is currently vacant.

CMWP will also nominate Mike Burns as ACMS Scotland (to serve until 2019). Mike has recently been appointed by Scottish Athletics to coordinate course measurement in Scotland.

4. Appointment of Examiner for the accounts.
5. *Company Rules* - Rules regarding membership will be adopted by the Directors prior to the AGM. The AGM may accept or reject these or suggest modifications. The proposed rules will be posted on the AUKCM website as soon as the draft has been agreed by the Directors.
6. Any other business – Only items included on the Agenda will be discussed, and these will be restricted to AUKCM administrative and organisational matters. Technical matters regarding measurement or certification should be raised for consideration by the CMWP.

Directors Report

1. The principal aim of the Association is to establish and maintain a system for the accurate measurement and certification of road race courses in the UK.
2. The Association changed its legal status this year and is now constituted as a Company Limited by Guarantee (Registration No. 10585713). The Association continues to be governed by the CMWP (Board of Directors) with a maximum 12 Directors. The Company currently has 37 subscribing members.
3. The Association maintains two websites. The AUKCM website at <http://aukcm.org.uk/> is the administrative website for the Association. It gives general information about the Association and includes notices and minutes of meetings. It also includes a number of historical documents relating to course measurement.
4. The UK Course Measurement website at <http://coursemeasurement.org.uk/> is the main reference source for course measurement in the UK. It provides access for race directors, runners and course measurers to details of measurements, measurers and certificates. It also includes basic information on requirements for measurement, an online theory seminar for training potential measurers and general information about course measurement. The webmaster is Mike Sandford.
5. The online administrative and certification system in England and Wales now sees almost all requests for renewal certificates coming through the website. Preparations to add Scotland to the system are at an advanced stage.
6. The Secretary met Scottish Athletics and **run**britain in August to discuss adoption of the national system in Scotland. The current position will be reported to the meeting.
7. Two new measurers have qualified as Grade 2 during the year in the North.
8. The following served on the CMWP during the year:
 - Hugh Jones (Chairman)
 - Phil Holland (Secretary)
 - Ken Kaiser (Treasurer)
 - Kym Wheeler (ACMS Midlands)
 - Brian Porter (ACMS North)
 - Phil Cook (ACMS Wales)
 - John Glover (ACMS N Ireland)
 - Paul Hodgson (AIMS/IAAF measurer)
 - Dene Townend (UK measurer)

(Mike Sandford resigned in September 2016 but continues to act as ACMS South and Webmaster until we find replacements. We are grateful to him.)