



**Minutes of the Annual General Meeting
held at 1010 on 25 November 2023
at Union Church and Community Centre, Crouch End,
London**

Present: Phil Cook – Acting Chair
Mike Burns – Secretary
Charmian Heaton – Interim-Treasurer
Dene Townend
Colin Tether
Robin Houghton
Paul Wood
Doug Hyde
Tony King
Rob Bright

The start of the meeting was delayed due to problems setting up a connection for a “Teams” on-line meeting. As a result, a number of people were unable to join the meeting remotely. Those known to be unable to join were:

Paul Hodgson
Nathanael Freeman
Christopher Sewell
Paul Hughes

• **Apologies for absence:**

In the absence of Hugh Jones, Phil Cook was appointed as Acting Chairman.

Apologies were received from Hugh Jones, Ian Isaacs, Tim Cook, Steve Crane, Robert Taylor, Llyr Ap Geraint Roberts, Eddie Meeha and Peter Rudzinski.

• **Minutes of the meeting held on 5 November 2022:**

Doug Hyde and Paul Wood were added to the list of Apologies for Absence.

The minutes, as amended, were agreed.

• **Director’s Report:**

Attached at Annex 1.

Inactive Measurers: It was noted that although the Association had 340 accredited measurers, less than 100 appeared to be active. It was agreed that attempts should be made to identify those measurers that wish to be considered as still active.

The report was accepted and is appended to these minutes (Annex 1).

- **Treasurer's report and accounts – Charmian Heaton:**

The report (Annex 2) and accounts (Annex 3) were presented by the interim-Treasurer and were accepted.

- **Election of Officers & Directors:**

The following were eligible for re-election and were appointed for the next 3 years:
Dene Townend and Ian Isaacs.

Robin Houghton was nominated and appointed as Treasurer, to serve until 2025.

Paul Hodgson (International Measurer) has stood down as a Director. It was agreed that the Directors would consider the need for a replacement during the coming year.

- **Appointment of examiner for accounts:**

Charmian Heaton was reappointed.

- **Any other AGM business notified in advance:**

No issues had been notified.

The meeting closed at 1040.



AUKCM Directors' Report: 2022/23

Introduction:

The Association is a company limited by guarantee and the Objects of the Association are:

- a) to establish and maintain a system for the accurate measurement and certification of road race courses in the UK;
- b) to arrange and manage the recruitment, training, registration, grading and accreditation of road race course measurers in the UK;
- c) to regulate the delivery of an effective system of course measurement by accredited course measurers for the benefit of road race organisers and competitors in the UK;
- d) to foster and promote road race course measurement in the UK;
- e) to liaise with and advise the appropriate governing bodies, road race organisers and competitors.

Directors:

The following served as directors in the year 2022/23:

Hugh Jones – Chair
Mike Burns – Secretary and ACMS Scotland
Ken Kaiser - Treasurer
Phil Cook – ACMS Wales
Charmian Heaton – UK Measurer and Examiner of Accounts
Paul Hodgson – WA/AIMS Measurer
Ian Isaacs – ACMS South
Brian Porter – UK Measurer
Colin Tether - ACMS Midlands
Dene Townend – ACMS North

Company Membership:

As of 31 October 2023, the Company had 58 subscribing (full) members. Full members have all rights provided in the company articles, including voting rights at general meetings.

All other members are classed as Associates and will receive notices of meetings and general circulars but have no other rights of membership.

Measurers:

The AUKCM website lists 340 measurers, but this includes trainees, retired measurers and other inactive members.

The number of **registered** measurers in each area is:

- Midlands: 58
- Wales: 24
- Scotland: 18
- North: 85
- South: 145
- **Total: 340**

Trainees:

There are currently 46 Trainees on the Associations books.

Measurement Activity:

This year has seen a continuing recovery in the number of races certified.

In the period 1 January to 23 November the following were recorded:

**Certificates of Course Accuracy issued
(1 Jan to 23 Nov 2023)**

Area	New	Renewals	Total
South	164	711	875
North	124	467	591
Midlands	70	191	261
Wales	30	68	98
Scotland	51	172	223
TOTAL	439	1,609	2,048

AUKCM

24 November 2023

Annex 2



Gate Farm, Moor Road
Marton, Ulverston,
Cumbria. LA12 0NJ
01229 467585
07749 844212
15th November, 2023

Treasurer's Report for the year ended 30th September 2023

Ken Kaiser

You will know that the association treasurer sadly passed away in April after a short illness and he will be hugely missed by all who knew him. I didn't know him for very long but I valued him as a friend and also as an efficient and dependable servant to the AUKCM. Each year, at the beginning of October, he sent me the bank transactions to enable me to prepare the statutory accounts and everything else just happened quietly in the background.

Since Ken's death, it has proved very difficult to gain access to the Nat West bank accounts but I can now make payments and monitor receipts. Mike Burns has graciously picked up the job of invoicing the home countries for measurements carried out and we are in the process of chasing up outstanding payments from WA and EA.

We now have a volunteer to take over the reins and I hope to hand things over shortly after the AGM.

Accounts for the y/e 30-Sep-2023

Total income from measurements for the year was £4,269 of which £3,393 remained unpaid at the end of September and £2,340 unpaid today being £291 from WA and £2,049 from EA.

The biggest expense was website hosting being £2,512.80, with insurance being £474.99 and purchase of Jones Counters being £960. Costs relating to the 2022 AGM were funded retrospectively by ARC and EA each paying £459.47. I am unclear whether a similar arrangement is in place for the 2023 AGM.

A surplus for the year of £141.98 is reported which will generate a Corporation Tax liability of £28.40.

Charmian Heaton ACMA
Interim Treasurer

Annex 3

Income and Expenditure Account for 12 months ended 30th September 2023

Course Measurement Income

England Athletics	672.00	
Welsh Athletics	63.00	
Scottish Athletics	75.00	
ARC	66.00	
		876.00

Invoiced not yet paid

UKA	2,766.00	
Welsh Athletics	291.00	
Scottish Athletics	303.00	
ARC	33.00	3,393.00
TOTAL Income		4,269.00

Expenditure

Website hosting	- 2,512.80	
		- 2,512.80

Re-measurement expenses

Insurance		- 26.30
		- 474.99

Travel expenses

Contribution to AGM	2022	918.94		918.94
AGM Room & Lunch	2022	300.00		300.00
AGM Travel	2022 -	18.94		- 18.94
AGM Room & Lunch	2023			-
Travel	2023 -	1,000.00	Accrued	- 1,000.00

Companies House	-	13.00		- 13.00
Purchase Jones Counters	-	960.00		- 960.00
Sundry Expenses	-	11.58		- 11.58
TOTAL Expenditure 2022/23				- 3,983.76
Corporation Tax paid for 2022				- 143.26

Surplus of Income over Expenditure 141.98

plus surplus brought forward 4,263.82

4,405.80

Represented by:

Balance at bank	30-Sep-23	5,549.36
plus Debtors		3,393.00
less Accruals		- 1,000.00
Reserves		- 3,536.56
		<u><u>4,405.80</u></u>

Income and Expenditure Account for 12 months ended 30th September 2022

Course Measurement Income

England Athletics	3,965.50	
Welsh Athletics	243.00	
Scottish Athletics	198.00	
ARC	482.50	
		4,889.00

Invoiced not yet paid

UKA	1,335.00	1648
Welsh Athletics	132.00	
Scottish Athletics	63.00	
ARC	18.00	1,548.00
TOTAL Income		6,437.00

Expenditure

Website hosting	- 2,512.61	
		- 2,512.61

Re-measurement expenses

Insurance		- 430.00
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Travel expenses

Training Day			- 96.25	
AGM Room & Lunch	2021 -	167.76	- 167.76	
AGM Travel	2021 -	374.99	- 374.99	
AGM Room & Lunch	2022 -	380.00	Accrued 300	- 380.00
Travel	2022 -	900.00	Accrued	- 900.00

Companies House	-	13.00		- 13.00
Purchase Jones Counters	-	750.00		- 750.00
Sundry Expenses	-	26.75		- 26.75
TOTAL Expenditure 2021/22				- 5,651.36
Corporation Tax paid for prior years				

Surplus of Income over Expenditure 785.64

plus surplus brought forward 3,478.18

4,263.82

Represented by:

Balance at bank	30-Sep-22	7,452.38
plus Debtors		1,548.00
less Accruals		- 1,200.00
Reserves		- 3,536.56
		<u><u>4,263.82</u></u>