5th August 2026

Meeting #1 Minutes

Participants
Merle Cooper Wilson (**MCW**) – Chair
Emma McCook (**EM**) – Secretary and Inclusion Officer
Ben McLaren (**BM**) – Gear Secretary
Ellie Knobel (**EK**) – Media Secretary
Megan Brock (**MB**) – Climbing Secretary
Jacob Felton (**JF**) – Climbing Secretary
Tom Woodrow (**TW**) – Orienteering Secretary
Ella Partridge (**EP**) – Walking Secretary

Absent
James Cockrill (**JC**) – Treasurer
Charlie Godfrey (**CG**) – Social Secretary
Harry Bratcher-Howard (**HBH**) – Orienteering Secretary
Eddie Richardson (**ER**) – Walking Secretary

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Recurring Items

Item		Actions
1	**Welcome** Committee handovers almost complete.	N/A MCW to chase past committee for outstanding handover documents and meetings.
2	**Climbing** MB and JF haven't received handover yet but have started organising TCA freshers' week tasters.	N/A
3	**Walking** EP and ER have received handover document and had meeting. Currently looking at walking routes for freshers' week.	N/A
4	**Orienteering** Division of responsibilities: HBH will plan orienteering events, TW will plan trail running. TW has reached out to Athletics chair to coordinate a joint walk to parkrun on Saturday of Freshers' week.	N/A
5	**Socials** CG absent, nothing to discuss.	N/A

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6	**Welfare and Inclusivity** EM has not received handover yet, nothing to discuss.	EM to create anonymous reporting form.
7	**Finance** JC absent and no budget yet, nothing to discuss.	N/A
8	**Gear** Committee T-shirts will be ordered soon.	BM to send poll on committee T-shirt colours.
9	**Media** Committee introduction Instagram posts coming soon.	All committee members to send EK a few photos, what they're studying, what year they're in, favourite/funniest memory with the club, and any other interesting facts.

New items

Item	Discussion/Description	Actions
1	SU Student Leader Training The SU provides online trainings and Moodle courses which must all be completed between committee members.	MCW to look at what training is required and divide among committee members.
2	BMC Safety Seminar The BMC Safety Seminar conflicts with freshers' week weekend events this year (Weekend of 26th-27th October). Activity secretaries may recruit captains to help run weekend Freshers' Week activities, likely in a less structured way due to the timing.	MCW to research viability of hosting postgrad walk the Sunday before Freshers' Week to reduce the burden on remaining committee members.
3	Captains Discussion about how activity captains are chosen. A vote within committee will likely determine the captains for next year. MCW open to suggestions from committee members on captain structure. To be added to future committee meeting agendas for further discussion.	
4	Freshers' Week Events Freshers' Week timetable will be similar to previous years. Trail run and orienteering tasters are not set in stone, while all other activities are.	MCW to discuss with previous chair and look at SU guidance to ensure that enough

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		qualified leaders are present at Freshers' Week weekend events. TW to reach out to athletics and MCW to reach out to triathlon to coordinate trail run timing and avoid clashes. MCW to send out a freshers' week timetable so committee members can sign up to lead different activities.
5	<u>Sponsorship Opportunities</u> Several companies are looking to sponsor university sports clubs. BUMC needs a pitch explaining how sponsorship money would be used by 7th August. Discussion of using this money for BUCS coaching, more durable orienteering kit, and navigation workshops. BUCS coaching is determined to be the best option, as it allows for branding on BUCS kit.	MCW to draft form for BUCS sponsorship, then send to EM, climbing secretaries, and orienteering secretaries.
6	<u>SU Qualification Subsidy</u> A coach education subsidy is available through the SU. This requires a lot of paperwork and works on a refund basis. Requires that members provide evidence that they are volunteering their time to benefit the club.	SU Qualification Subsidy information to be added to an early Sunday Email.
7	<u>Gear Store Access</u> Gear store access will be given to chair, gear secretary, and all activity secretaries.	MCW to respond to gear store email and CC BM.