



Bridgend Automobile Club Minutes

12th May 2026

The Victoria Inn Sigingstone Cowbridge

Attendees: HL, JS, CF, RJ, HCM, JM, PS, TP, GT

Apologies: None

Minutes: HCM

Events

- Track Maintenance update - **HL** gave an update on the 2 track maintenance sessions that have been carried out since the last meeting.
 - Track maintenance sessions went well and progress has been made, the worst potholes have been filled, track has been swept and some of the grass has been removed to give a little more space on the track.
 - There are still some issues, some of the cold-lay is still quite soft and can take a few weeks to completely set, this will need to be avoided for the next autotest.
 - The track will still need further maintenance as some areas where big potholes have been filled have started to sink a little.
 - **The committee extended thanks to HL for organising the maintenance sessions and purchasing the supplies. Also the committee would like to thank all the members who attended to help with the maintenance.**

- Update on quotes for track repair - **HL** gave an update on this.
 - **Cost** - Two quotes were obtained for a full resurface of the runway area and two were obtained for pothole repair.
 - **Full Resurface** - Both of the quotes for this exceeded £500,000.
 - **Pothole Repair** - Quotes for this were both around £6,500.
 - **Sweeping of the track** - Quote for hire of a small sweeper to fully sweep the runway was £945 plus delivery and collection fees.
 - **Decision** - The committee thanked **HL** for obtaining the quotes and attending the venue to speak with the companies. All the committee agreed that the full resurface of the track was not feasible. The committee agreed the pothole repair cost was more within budget, however as we do not own the land any spend of this amount would need further consideration as the club could spend this money and then if we were to lose use of the venue this would result in a big loss of funds for the club.

- Insurance for the club directors and officers - **PS** - provided some quotes for insurance that would cover directors and club officers for other events that are not covered by an MSUK permit.

- All the committee agreed that insurance would be a good idea. **Action PS** - Will request more detailed quotes from some of the companies to gather further information on exactly what is covered and who counts as a club officer
- Number of entrants at last event - 19
- Who is setting up the course for next event - **HL & JS** will set the course for the next event to ensure the potholes can be avoided while the cold-lay is still setting
- Any issues raised at last event - No
- Any other event feedback - No
- Update on quotes for toilet facilities at the venue - **GT** provided a comprehensive report on this.
 - **Options** - There are a couple of options for toilet facilities, compost toilet, composting toilets (both are waterless) as well as rental of a more traditional portaloo. **The full report is available from the BAC Secretary.**
 - **HL** also advised there was an option of purchasing a traditional portaloo which had only previously been used for one event. This would be a self contained unit with a tank. This could be bolted to the floor and a company would need to be hired to empty the tank and refill with chemicals but this would not be a large cost as this would only need to be done after every 3-4 events
 - **Decision** - The committee thanked **GT** for obtaining the quotes and compiling such a comprehensive report and **HL** for the additional information. The committee agreed that this will require further consideration. Items to consider and discuss further are:
 - Cost of purchasing vs hiring
 - Who will be responsible for cleaning/maintenance
 - Security, will the toilet be safe from vandalism and can it be secured so only BAC have use of it
 - Safeguarding - In the interests of safeguarding we should have toilet facilities at events but is this something that is mandatory or are the facilities at Llandow enough?
- How many people are registered for the next event? - Currently only 10 registered
- Availability of officials -
 - **Available** - **CF, PS, GT, HL, JS, JM, HCM**
 - **Not available** - **TP, RJ, GB**

External Points Claims

- **LT** - Submitted claim for Motorkhana - Evidence Submitted - **APPROVED**

New Members

- New members since last meeting- 6
- Any outstanding RS Clubman Licenses to chase - No

New Committee Member Proposals

- Election of new Competition Secretary (**LS** resigned from this role after the AGM)
 - **TP** Advised that no nominations had been received in advance of the meeting. **PS** Asked if anyone would like to volunteer for the role and the committee discussed the duties of the Competition Secretary
 - **CF** Volunteered to take on the role, **PS** asked if there were any further volunteers or nominations, **HL** Advised that she had previously volunteered at the 2025 AGM but no handover had taken place.
 - **PS** asked for a final time if there were any further volunteers
 - **CF** advised he was happy for **HL** to take on the role **PS** also suggested they could share the role if that would be preferable **HL** declined to comment further
 - **PS** put this to a committee vote and **CF** was elected

Treasurers Report

BAC Treasurers Report

12/5/2026

- Hampshire Trust Bank Savings Account – we have £12,000 invested for 1 year @ 4.31% fixed AER to mature on 10/5/27.
- The balance at Lloyds Bank on 11th May 2026 was £3,886.66

Payments out in the period were:

17/3/26	Fire Extinguisher Service	£54.00
17/3/26	Raffle Prizes	£38.08
17/3/26	MSUK Permit Llandow Event	£220.00
17/3/26	Llandow Venue	£70.00
17/3/26	Lloyds Bank Charges	£4.25
20/4/26	Lloyds Bank Charges	£4.25
23/4/26	MSUK Permit Llandow Event	£190.00
23/4/26	Llandow Venue	£70.00
8/5/26	Tarmac / Sealer	£45.41
8/5/26	Tarmac / Sealer	£66.24
8/5/26	Tarmac / Sealer	£69.54
8/5/26	Volunteer Refreshments	£24.15
8/5/26	Tarmac / Sealer	£23.98
8/5/26	Spare Keys	£56.90
11/5/26	Tarmac / Sealer	£147.71

11/5/26	Tarmac / Sealer	£24.99
11/5/26	HTB 1 Year Fixed Savings	£12,000.00

Receipts in were:

28/4/26	Clothing Sales	£16.00
11/5/26	Event Entries	£775.00
11/5/26	Memberships	£120.00

Rob James
BAC Treasurer

Petty cash stands at - £148.03 - Credit

- **RJ** - Advised that the accountants fees have increased again to £595, noted that we made a loss of around £500 last year. As a result a decision needs to be made on the amount we have available to donate to Wales Air Ambulance.
- The committee discussed that it has been necessary to spend additional amounts this year to maintain the track and ensure it is safe to run events.
 - **HL & JS** advised that they did not feel the venue was safe to run an event on as the cold-lay had not fully set yet and the condition of the runway was as bad as it had been prior to any maintenance being carried out.
 - **PS** suggested setting a route to avoid the potholes that had not yet set to give them time to finish setting. Also PS asked if the committee should consider raising membership or event fees slightly to allow us to have more funds available for venue maintenance (**The committee discussed this briefly but no decision was reached**).
 - **HL** advised that it was increasingly difficult to set routes to avoid potholes as almost 60% of the runway was now unusable. **HL** also advised that she had received several complaints from members at the last event (prior to maintenance being carried out) that they felt the track was unsafe but wanted to respect their anonymity so was unable to provide specific names
 - **RJ & PS** advised that they did not agree that 60% of the runway was unusable after the maintenance had been carried out
 - **HCM** asked of any of the competitors who had thought the venue unsafe had signed up to compete in the upcoming autotest - **HL** advised they had not
 - **Decision - The committee decided that the course for the next event would be modified to avoid the potholes that had not set yet and that the runway would be checked before the event to ensure it was safe for the event to run. Action CF**

The Committee took a short comfort break. During this time HL & JS withdrew from the meeting.

Updates & Actions from previous meeting

- Update on Walters Arena - **HL - No Update.**
 - **JM** - Has looked at some of the forms that need to be completed for the permit for this event and the club will need to complete a special events form for NPT. A copy of the form was provided for the committee to review as it is quite extensive.
 - **JM** - advised that Epynt Motor Club are holding an event at Walters Arena and have completed this form so could provide some guidance on it. **PS & TP** agreed that **JM** should contact Epynt Motor Club to ask. **Action JM**
- BAC Incident Form to be sent to **TP** - **JM** has provided a copy to **TP** and will send it electronically
- Price of additional fire extinguisher - **HCM** - **£16.19**
<https://www.fireprotectionshop.co.uk/products/fireshield-dry-powder-fire-extinguisher>
- Drivers briefing amendments to include incident procedures - **Action Comp Sec (Ongoing)**
- Refresh of first aid kit - **Action** - **HL - No Update (HCM has found a spare first aid KIT which is still in date so will bring this to the next event as an additional)**
- Safeguarding - **HL - No Update**
 - **GT** - Has contacted MSK to advise that we will be adding an additional safeguarding officer and has advised **HL** of the next steps.
 - **TP** - Confirmed this is in motion with MSUK
- BAC club merch - **HCM**
 - CMS Teamwear have responded to my email advising that we can set up a clubshop on their website, they have advised there is no fee for this and there are no minimum order quantities. They have also provided the following prices:
 - RC029 Beanie Hat £7.99
 - BB15 Ultimate 5 Panel Cap £9.50
 - TRF820 Regatta Pro Hoody £19.50
 - TRF532 Regatta Thor Fleece £19.00
 - TRA628 Regatta Ablaze Softshell Jacket £25.00
 - TRA935 Regatta Essential Bodywarmer £27.00
 - TRS101 Regatta Pro Polo Shirt £10.00
 - TRS225 Regatta Soft Touch T-Shirt £11.00
 - **Action** - **HCM** contact CMS again to confirm what the next steps are and what documentation (if any) is needed to set up a club shop
- Website Updates Spreadsheet - **JM** - A feedback sheet has been created - **Action JM** - share link with the committee
- **MSUK** club stand at Pembrey event September - **JM** - Has confirmed with MSUK that we will be unable to take part in the display at the event due to other events going on in September. However it would still be beneficial to have a club stand there, this was agreed by the committee. **Action JM** - Collate any ideas for what we could have at the stand to discuss at upcoming meetings
- Social Events -
 - Apex raceroom - **JM** - Will send out some dates and prices before the next meeting. **PS** - Suggested opening this up to the wider membership if there is space
 - Autojumble & Quiz Night - **HL** - No Update

AOB

- **TP** - advised that this is likely to be his last year as secretary although he will remain on the committee. **TP** has been teaching **JM** how to carry out aspects of his role starting with how to apply for permits - **Committee agreed that this should continue**
- **GT** - advised that he will also be reducing his duties and would like to nominate **JM** to take over his role as chief marshal. **The committee agreed that that this should happen from the 2027 season and that there would be a handover period for the remainder of this season**
- **RJ** - Asked if the club was planning to move the meetings from the Barley Mow to the Victoria Inn - **The committee agreed that this was a good idea as the Barley Mow was currently under repair and opening times were sporadic. There was a vote and all members present voted in favour of this. Action JM - Speak with the landlady of the Victoria Inn to confirm they can accommodate this.**
- **HCM** -
 - Asked for the committee's approval to update the club volunteering page and make the volunteer registration forms live - **The committee agreed that this could be implemented**
 - Proposed that the club consider the suggestion made by **HL** that the club has a code of conduct for members, juniors and the committee - **The committee agreed to look at drafts and discuss**
- **JM** -
 - Gave an update on the key points of the BAC Annual Survey
 - Only 15 responses received
 - Members agreed that there should be a short break during events for marshals and officials to have a comfort break and swap positions if needed. **The committee agreed this could be implemented as a 10-15 minute break at the next event.**
 - Wrist Bands for drivers and co-drivers
 - Suggestion that we implement a system of allocating wristbands to event competitors. As events get busier and as new people attend it can be tricky to ensure that everyone who is in the car is signed on properly, especially at events where there are a lower number of officials. **The committee agreed to this and a wristband system will be trialled at the next event.**
 - Green Band - Driver
 - Pink Band - Co-Driver only
 - Yellow Band - Junior

Meeting closed at 21:30

Date of Next Meeting: 7pm Tuesday 9th June 2026