

Minutes for Committee Meeting, 17th of November 2015, Fountain Inn, Parkend

Present: Richard, Chris, Jools, Wendy, Dave, Ian, Sharla, Cherry, Stef

Apologies: Pete, Jacqui

1. Minutes of last meeting and matters arising

The Grievance procedure, which Pete has changed to be in line with the constitution needs to be approved by the committee. Pete said at the last meeting that he would let everyone have a copy. **Action: Pete**

Dave found a digital timing clock on the internet and will make enquiries to get price as it seems to be a good quality clock. Chris suggested that we may be able to find a local person to actually build a clock for us and will make enquiries too. **Action: Dave, Chris**

2. Treasurer's Report

The expenditure since the last committee meeting was £ 2622.81, which was made up of the hire of the gym, expenditure on New Hut (matting, dishwasher etc) Kit for coaches, web site fee, awards for award evenings, Prizes for Yorkley Gallop, St John's Ambulance and EA fees. Chris stated that we were still expecting an invoice from Walter for the electrical work he carried out for the new hut.

The income came to £ 939.35, made up of entries to Yorkley Gallop, entries to Christmas Tree race, track fees, kit sale Membership fees and Easy Fundraising.

The current bank balance as at 13th of November was £ 14,544.17.

Wendy amended to balance sheet for the Yorkley Gallop. We took a total of £1119.96 from entry fees and refreshments and the cost came to £ 377.93. We therefore agreed to make a donation of £ 500.00 to The Great Oaks Hospice, which will be presented on Saturday.

3. Membership Report

We now have 480 members. Emma Parsons who is now the U11 team manager and Chris have been working on setting up the membership list differently, so that each person who needs access to data only receives the data they require. Chris will send a request to all committee members this week to check what data is useful to them.

Action: Chris

4. Coaches' Report

Dave told the committee that the Junior Presentation evening was a great success which was well attended and enjoyed by all.

Six of the older Juniors are going on an Athletics Leader course at Gloucester this coming weekend. Once the course is completed three of them will be joining in with the coaching at Severnbanks and the other three will be helping with the coaching at Five Acres on Saturday mornings.

Dave is working on some long term development with the coaches to ensure all coaching is safe and appropriate.

One member of the coaching team has taken a voluntary two week break from coaching. Further details are held with the Head Coach and the welfare officer. We have discussed the continuous provision of the 0-5k groups and agreed that we will have to review the sustainability of the 0-5k, 5-10k and 10-20k groups and who organises them. Are we paying for additional track hire? To be discussed further at next committee meeting. **Action: Dave and Pete**

Chris queried the team selection during recent Junior events. He suggested that commitment should be valued and that Juniors who commit to training and behave themselves will get demoralised if other, less committed athletes, are selected because of their ability. The ethos of the club should be inclusivity and therefore we should not merely select teams on ability. Dave will have a chat with the coaches.

Action: Dave

5. Risk Assessments

Richard had been asked by Kate to review the training risk assessments and re-write them. He feels that he does not have the knowledge to re-write them. Apparently they have to be reviewed every three years, but Dave stated that, as long as there are no changes, they do not have to be re-written. They will have to be checked, re-signed and re-dated. **Action: Dave**

Lakers School have stated that the maximum number of children in the blue gym should be 40. This would mean that we would not be able to have all children training on a Saturday. Richard suggested that we need to have our own risk assessment. Dave will speak to the school to see if, as long as we have our own risk assessment, we can have more than 40 children. **Action: Dave**

6. Club Mark

Chris has noted that our current Club Mark will expire on the 1st of January 2016. We have decided that we will update the Club Mark as soon as possible, by setting up a subcommittee at the next committee meeting and perhaps tackling a section each. In the meantime Dave will look into what needs updating, so it can be done as quickly and efficiently as possible.

7. Cross Country County Championships

Stef asked when we would prepare the course for the County Championships on the 9th of January. It was decided that it would be best to have some working parties on the course during the Christmas Break.

We need to confirm with Pete and Arthur Daly what part of the course needs to be altered and which direction we would run it in.

Sharla mentioned that some people were not happy with the toilet facilities and was wondering if we need to hire a few porta-loos. It was decided that we definitely need to have the two sets of changing rooms, male and female, open and should have the use of the showers.

8. Race Programme for next year

As we have not been able to attract many runners from other clubs to our races, especially the Mallards Pike race in May, we discussed what we could do differently. It was suggested that our races have to be cheaper. We do not want to make a profit out of our own members and we need to get other clubs to join us for the races. It is a big effort to organise a race just for our own runners. A lot of other races include a pint or a bottle of beer or cider and the entry fees are usually around £ 7.00 for affiliated runners pre-entry, £ 9.00 for on the day entry. Some clubs give discounts for their own members. It may be a better idea to change the location of the Mallards Pike race and start and finish at a pub, for example in Parkend. Some of us will have a few recce runs in the area.

9. New Hut

The new hut is ready to be handed over to the members. It was decided that we are going to have an official opening after training on the 1st of December. Sharla will organise refreshments. **Action: Sharla**

Chris was wondering if it may be a good idea to keep the heating ticking over so the hut does not get damp. It was agreed that we will try it but have to review it once we know how much electricity is used.

We still need to move the trophy cabinet to the new hut. Chris has two notice boards to go into the hut too.

We discussed what kind of seating we would want in the hut it was decided that we will stick to the white plastic benches for the time being.

Chris also asked if we should have some more rubber mats around the new hut. It was decided that it would be good to have more mats, but we would wait until the spring to get more.

We then agreed to tidy the Old Hut, which is now not needed for storage as we have the extra parkrun shed and the throwing container, and hand it over to the Juniors as their base.

10. Throwing Cage

The committee was asking when the throwing cage will be put up, as the posts are still lying behind the hut. If the throwing cage is fixed we can then also move and tidy up the steeple chase barriers. The netting also needs to be checked to see if it is usable, or if it needs to be replaced and the old netting disposed of. **Action: Pete**

11. Any other business

No other business was discussed

The Meeting ended at 10.25pm

The next meeting will take place on Tuesday, 15th of December 2015

