

Liss Runners Committee Meeting

24/05/2023

Present:

John Collis (JC), David Reid (DR), Andy Turner (AT), Rose Lewis (RL), Steve Armstrong (SA), Emily Durrant (ED), Jayne Jefferies (JJ), Stu Lavalette (SL), Neil Gwatkin (NG), Helen Purchase (HP)

Apologies:

Tom Frost (TF), Michelle Fox-Reynolds (MF-R)

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1 Review of minutes from previous committee meeting

1.1 Approval of previous minutes

Minutes for committee meeting held 05/04/2023 were approved.

The draft minutes for the AGM were agreed (to be formally approved at next AGM).

2 Club Administration

2.1 Treasurer's Report:

18/1/23 - Look in to getting better rate of interest on clubs savings account – Action: AT

22/2/23 – Interest rate to be confirmed – Action: AT

24/05/23 – AT gave an update on the finances and membership subscriptions. 108 members have paid for 2023/24 with 70 being EA members.

Actions from 18/01/23 and 22/02/23 still be closed out. Action: AT

2.2 Mental Health Champion / Welfare Officer

5/4/23 – EA require a named individual as a welfare officer, John Collis to be named. Action Complete.

24/05/2023 – JC accepted position as EA Welfare Officer.

2.3 The Club AGM

5/4/23 – It was agreed as the AGM would be more of a social event to offer a free first drink to all who attend the meeting.

24/05/23 – It was agreed that the AGM was a success and the format worked well with the pub offering a good atmosphere. The cost to the club was around £164. Improvement for future years is that in the event of votes being required that these should be counted by an inactive participant.

2.4 English Athletics: Club Documentation

English Athletics have published a list of documents (and templates that can be used) that all clubs are required to have. TF and RL used the templates to produce drafts of:

1. The club should have a constitution.
2. It should have a committee.
3. It should have a Grievance and disciplinary policy.
4. General data protection regulation
5. Inclusion and diversity policy.
6. Club safeguarding code of conduct.
7. Health and safety policy / risk assessments.

22/2/23 Review of club policies and documentation - Action: DR

24/05/23 – Action from 22/02/23 outstanding – Action: DR

2.5 Club Promotion

22/2/23 - A suggestion to provide pacers for a local Park Run.

Approach Hogmoor Run Director to see if that's something they would consider – Action: DR.

24/05/23 – Action from 22/02/23 Still outstanding – Action: DR

The first draft of the club flyer was discussed with some comments on the layout of the information and the suggestion that a QR code could be added to reduce the amount of words required on the flyer and to direct readers to a further source of information.

A second draft of club flyer is to be circulated for comment - Action: JJ

3 Social Events

3.1 Awards Evening

18/1/23 – 2022 evening went well, look to organise an event for September 2023 after the last HRRL race. Awards evening to be a formal event and then a less formal Christmas party. Suggested date for awards evening would be 23rd September 2023 at the Half Moon – Action: CW -Action complete

22/2/23 – The Half Moon is not available for the 23rd, the 30th has been booked, email sent out to all club members. – CW: Action Complete

24/05/23 – Organisation passes to MF-R

3.2 Christmas Party

30/03/22 - Christmas party was not booked last year and hence no Christmas party, committee agreement that a venue for Christmas 2022 should be discussed at summer committee meeting and booked well in advanced.

22/02/23 – CW to look investigate in later in the year.

24/05/23 – Organisation passes to MF-R – dates etc. to be decided at future meeting. It was agreed that we should agree dates and book venue in August to give a reasonable choice of dates & venue and to get date pencilled into members' diaries.

4 Races

4.1 Captains' updates on SCCL & HRRL

24/05/23 – The participation at the SCCL was discussed. It is hoped that the new club captains will be able to boost participation through a renewed level of engagement.

Full men's and ladies teams have been performing well in the HRRL with the men's team being mid-table in division 2 following promotion from division 3 at the end of the last season. The ladies are leading division 2 meaning that they're in line for promotion to division 1 for next season.

Results from 2022 / 2023 SCCL series still to be fully collated and added to website – Action: DR

Ongoing action for all Committee members to help promote events when they can - Action: All

4.2 South Downs Relay

05/11/22 – RG has kindly agreed to use his car as one of the two vehicles, a second hired vehicle would cost £510, during discussions DR very kindly offered his car as the second vehicle even though he was unable to drive, this was on the agreement that it was separately insured for the event.

All runners need to pay £25 entry fee preferably in advance via online banking to LR account.

18/01/23 – DR happy with his vehicle been used this year along as its insured separately and cleaned after the event.

TF has kindly offered to organise teams' entries for this year's event. The race is on the 3rd June and will cost £25 per person (subsidised by the club). **Action Complete**

22/02/23 – There are now enough runners for 2 teams, 1 Ladies & 1 Mens. RG and JC to drive.

24/05/23 – Teams have been selected, entries done and vehicles arranged.

Insurance to be arranged for DR's van well before event – Action: JC

4.3 Harting Trail 10 Mile

5/4/23 - Investigation into social media as an advertising avenue - Action: JJ

24/05/2023 – AT updated the committee on the progress of race organisation. The race permit has been secured with event entry being via Event Track. Other online event entry / advertising methods were discussed.

The following actions arose:

Investigate adding the race to various online race directories including “findarace.com” and “letsdoit” – Action: AT / JJ

Further investigate into promotion using other social media channels (Facebook, Instagram etc.) – Action: JJ

HP to ask Will Purchase about leaflet distribution – Action: HP

5 Club Runs & Club Training

5.1 Torch runs

22/2/23 – Ben Tyas joined the committee meeting to update on what's happening with the Tuesday torch run.

The run has low numbers in the winter and picks up with the warmer weather and lighter evenings. Runners are advised to wear the right shoes and clothes for the terrain, to bring torch and phone. He stated that due to the nature of the routes there has been some accidents, but none that a first aider could have helped with (minor injuries).

Ben agreed to provide an article for the club magazine - Action: BT

A page dedicated to the torch run was suggested for the website – Action: DR

24/05/23 – Action for website page passes to JJ – Action: JJ

Magazine article still being chased – Action: JC (chase) BT (write)

5.2 Wednesday Training

24/05/23 – It was agreed that the Wednesday sessions were generally working well, with participation during the summer generally improving.

5.3 Social Runs

24/05/23 – The social runs generally appear to be working well with Annett taking the lead in organising routes. WhatsApp appears to be working well with most members for organisation,

however RL expressed a wish for some communication to be kept on email for those members that do not use WhatsApp.

5.4 Sunday Runs

18/1/23 – Review run directions (still starting at Triangle) for inclusion on website. Action -NG

22/2/23 – Suggestion of having a trail run once every 6 weeks, needs investigating – Action Complete

24/05/23 – Run directions update still WIP – Action: NG

Two trail runs to be arranged for 11th June and 23rd July – Leads to be sought – Action: NG

5.5 Handicaps

18/1/23 – To be held on the first Wednesday of the month starting in April. To be published on the website (DR). Action Complete

24/05/23 – Trevor's Challenge and first handicap both went well.

Results to be uploaded to website before next handicap on 07th June 2023 – Action: DR

5.6 Track Sessions

05/04/23 - Can Jayne be asked if she would like to organise a track session? (Action not allocated)

24/05/23 – Look into track sessions again once Harting Race has been completed – Action: JJ

6 A.O.B.

6.1 London Marathon Place

24/05/23 - The rules on eligibility for the club London marathon place were discussed. Suggestions for making allocation of the club place fairer in future are to be discussed at future meetings.

Add to agenda for next committee meeting - Action: DR

6.2 Butser Hill Challenge

24/05/23 - The possibility of providing some additional club support to the Butser Hill Challenge was discussed. There is an existing tie-up with Churcher's College.

Investigate what level of support would be useful – Action: HP

7 Date of Next Meeting

- 26th July 2023 – 20:00 at Newman Collard