

## COMMITTEE MEETING 12<sup>TH</sup> November 2018

**Present:** Steve Perry, Angus Murray, Carol Bennett, Mark Gardner, Russell Wareing, Peter Bennett, Debbie Pedder, Brendan Cronin, Kev Wilson, Charlie Satterley, Emily Stapleton, Colin Gemson (CGem), Liz Smith, Nigel Beeson, Deena Gillan, Catie Giles (CG)

- 1) Apologies:** Conor Bennett (CJB), Ola Mustapha, Carrie Newton-O'Brien, Louise Aspinall

AM opened with a welcome to new committee members. Also gave an update on recent events where club athletes had performed really well. Thanked MG & Mark C for rejuvenating the XC relay teams; also Jenny & Victoria Nicholson for their work with the junior XC athletes.

**2) Matters Arising from meeting of 10/09 :**

7a) Club running kit – RW has been in touch with Zampino (online shop which supplies Blackburn Road Runners) – currently some issues with printing the club colours in bands and still awaiting pricing info. Discussion over whether there should be a mark-up price; **AM & RW to liaise over design and pricing.** PB mentioned there was now a small supply of running vests from the current supplier.

7c) GDPR – CS had emailed committee for assistance with GDPR requirements but received no response – DG will work with him.

3a) correction – the travel costs loss was mainly due to Upper YDL travel not Lower YDL.

**3) Finance :**

- a) LS reported currently £14000 in bank – much better than £4000 this time last year! – mostly due to ES great work with membership fees. Also there has been much better financial planning this year. AM reported he had attend the Northern Athletics AGM – Northern Athletics were requesting a fee of £2 per member; clubs needed to be affiliated to them to be able to take part in their events – Northern Athletics currently have £200,000 in the bank!
- b) There was a short discussion regarding the introduction of a track fee (proposal was attached to agenda) – CS stated this proposal had come out of the AGM and therefore had to be followed up. **Suggested a small working party to look into it fully before the next AGM – CS, ES, KW, LS & MG.** AM & KW had also met with reps from Salt Ayre recently and raised

the issue of individual track passes instead of the £6000 annual fee for track hire – not agreed as Salt Ayre knew they could include a guaranteed £6k in their budget.

- c) CS requested funding of minibus for Road Runners – had asked participants for £2pp last year and £5pp this year with bus not running if less than 10 people on board; suggested same arrangement for next year. Also suggested funding a trophy – Chairperson's Award for Best Senior Runner – agreed.
- d) LS mentioned that she needed to review the bank signatories – suggested signatories should be LS, BC, CB & AM. Meeting agreed LS should be able to set up online banking.

#### 4) Communications :

General comment that WhatsApp system working well – BC and NB need adding.

- a) Hall of Fame – MG talked about celebrating the club's heritage on the website as founder members were getting older and their efforts in keeping the club running over the years should be acknowledged. CS said there might be a small charge incurred for adding a page to the website. Meeting agreed this would be a good thing to do. **MG to liaise with CS (for web page) and other members (for info).**
- b) Beyond Radio – request via Susan Lucas to include Beyond Radio's logo on our website to help them "get seen" as they were advertising Christmas Fun Run on 27<sup>th</sup> December; they were also keen to have members appear on programme to promote upcoming races. **CS to add to race page on website.**
- c) CB mentioned a noticeboard had been cleared for the committee's use – posting agendas & minutes. Also mentioned it had been suggested there should be photos of committee members so parents/members knew who to contact if they wanted to bring anything to committee. **CS to deal with photos.**

#### 5) Working Together :

- a) Salt Ayre - KW reported back from meeting with Salt Ayre reps – Salt Ayre currently low on funds due to the works which had been ongoing this year. Aware of issue with lights – due to be fixed after Christmas as company has to get bulbs specially made due to the age of the stanchions – cost £5000 through County Council. KW also looking into having container for high jump bed moved – this will cost £300 and likely to happen in January '19 when the crane is being hired by Salt Ayre to have other containers on site moved. Also looking to have high jump bed replaced; CJB has been pricing this up on behalf of Salt Ayre and will cost approx. £3000 and will form part of April's budgeting. It was suggested the club may be able to help with a donation toward this cost. **AM to email**

councillors and MPs about these issues and possibilities of any grant funding. BC also to contact Susan Lucas about how to get grants and Barrie Wells (local businessman) for a donation.

- b) COLTS – CS reported quite a lot of COLTS members are also joining LMAC as members. As a club we are standing at a membership of 102 seniors and 230 juniors,

#### 6) Club Structure:

CG led with safeguarding issues – we have no current policy so she has been working with DP; DP has developed a policy which will be circulated to the committee for checking before going to parents. LS proposed a Code of Practice should go to all members; Jenny has already done this for the Juniors.

CG requested permission to survey the juniors and seniors as to why they use the club so coaching sessions can be tailored accordingly. Also plans to have a coaches meeting to air plans for the groups – will liaise with CJB; has spoken to the coaching co-ordinator at Preston for sharing of ideas. Need to encourage others to become coaches as there aren't enough to cover absences at present. Therefore need the committee's commitment towards funding for development and training. **Agreed.**

#### 7) AOB:

- a) Safety – First Aid box in office need checking – ice packs will need replacing - **RW to deal with.**  
Current First Aiders are DP, DG, KW – MG suggested First Aid should be part of coaching pathway with DBS etc. **AM to look into courses.**  
Fire drills should also happen on a regular basis – **AM to follow up.**  
Visi-vests required for junior runners when out on the roads – not required.
- b) LiRFs – currently have 5 or 6 but sometimes only 1 on a Thursday session. 3 people have volunteered but need funding for the course - £140 – agreed. *Do LiRFs come under a Coach in Running Fitness – if so, do we have any?*
- c) Start Fitness Loyalty Scheme – info email was attached to agenda. It was felt that we should promote Lancaster Runners Centre benefits as they are local and sponsor club – details should be included in a welcome pack to give to new members. **DG will coordinate a welcome pack for new members to include Safeguarding info/Code of Conduct etc.**
- d) Events – places for London, Edinburgh (May 2019) and Brighton Marathons (March 2019) available. Meeting felt that the price for entering Brighton Marathon (£75 each) was prohibitive. ES has already applied for 2 places for London – SP to deal with allocation in due course.  
Reminder for CJB to check availability of cycle track for Candlelight Run – 18<sup>th</sup> December - and help required to marshal for Festive 4K – 11am 27<sup>th</sup> December 100 entries so far.

**Dates of next meetings:**

2019 – 7<sup>th</sup> Jan, 11<sup>th</sup> Feb (pre-AGM meet), 18<sup>th</sup> March AGM