

# Trentham Running Club

## Committee Meeting Minutes

14<sup>th</sup> October 2014

Meeting Commenced at 8:16pm

Present: Ryan Procter, Gareth Williams, Lionel Jones, Daniel Maddock, Ken Pearson, Jill Phillips.

**1. Apologies:** Alison Bradeley

**2. Minutes from last meeting.**

Matters Arising:

2.1. Ryan Procter confirmed that he had spoken to both Dale and Debbie about the LiRF courses. Debbie is booked on and Dale confirmed he will be attending the LiRF course with a view to going on to do the coaching course at a later date.

2.2. Regarding Club Kit, RP said that the first batch of hoodies were on order and Touchline Pro had come up with some potential fluo winter items, although RP had not had the time to go and see these as yet. Will update at the next meeting. Dan Maddock said that some members wanted zipped hoodies and RP said that these are available to order but are slightly more expensive. It was also mentioned by Dan Maddock that Phil Thomas had offered to do a kit flyer for the club which could also be used on the website.

2.3 Ken Pearson said that he had received several comments regarding the club handbook and had been updated. It was also suggested that photos of run leaders be included. Ryan will speak to S.A.N about printing these as there was funding available to do so. Ken also said that he would liaise with DM regarding formatting once finalised so it can be produced in A5 booklet size.

2.4. Ken confirmed that he had spoken with Tom Halloway regarding the Gap Analysis of Club Mark. He said that although these initial conversations had not been very productive he will continue to work with Tom, and will make it clear to him what we are trying to achieve.

2.5. Jill Phillips said that she had spoken with Lisa Heath regarding the Christmas Party. She said that Lisa was struggling to book a venue. Florence club was suggested and Jill said she would discuss further.

2.6. Lionel Jones had produced the list of un-renewed members. He said that after reminding people only 2 had renewed. Gareth Williams asked if this could be circulated to Committee Members in order that we can see people

still entering races as Trentham runners, etc. LJ said he could do this and would email them out. It was also noted that Richard O'Keeffe had still not renewed, but Jill Phillips offered to give a gentle reminder at the next XC meeting.

2.7. RP showed everyone present the proposed online renewal form and the process that would follow. It was explained that the information is instantly forwarded once registration has been completed. Concern was raised about waiting 3 months for the monies to be deposited in Trentham's account and it was asked if the first 3 months could be split so we receive the payment at the end of each month as these are when most renewals are expected to be made. RP said that he would speak to BookitZone and shouldn't be a problem. It was agreed that the remaining 9 months payments be administered quarterly. Other than that the system was approved fine and it was agreed to trial it for next years renewals.

2.8. Regarding the England Athletics levy increase for 2015/16 RP said that he had forgotten to forward this information and apologised. RP will forward the details of increases in time for the next meeting so that it can be discussed if we are to pass this on by way of increasing subscription rate.

2.9. Lionel Jones said that he had received a price of £360 to raise the personal accident insurance cover for members to a better level of cover. The current price of £120 provides only the most basic level of cover and only covers long term disability or death. Lionel said he would find out the process members need to take in order to process a claim should one arise as it would be more beneficial to the club should the individual be able to do this themselves.

2.10. Ken Pearson confirmed the winter running guide was on the website and DM had put a link to this in the 5mm to ensure all members were aware of it.

2.11. Gareth Williams asked the rugby club about getting 2 extra keys for the gate cut. Ken said he had one and could get them cut. It was agreed that one is given to Jill Phillips and one to Paul Orry as these are here the earliest normally.

2.12. Gareth said that he had visited Terry and that he was looking very well. He also said that he may even be seen at Werrington on Sunday but would definitely not be racing. KP said the website had been updated with the latest news and DM confirmed that it had been included in the last 5MM.

2.13. GW said he had spoken to a contractor regarding the lighting on the drive. He said that although the only real option is to replace the existing damaged tops that a protective cage may be fitted to offer better protection.

2.14. DM asked if the details for the Rugby Club Physio could be made available. GW explained that members would need to seek her out at the club and that she is here on Tuesdays and Thursdays.

**Actions:**

- **RP to see Touchline Pro regarding winter gear and zipped hoodies.**
- **KP to send out updated Handbook to committee members.**
- **DM to work with KP on formatting once approved.**
- **RP to find out about printing costs.**
- **KP to speak with TH to work on gap analysis.**
- **JP to liaise with LH on Christmas Party.**
- **LJ to circulate list of un-renewed members to the committee.**
- **JP to speak to ROK about renewing membership.**
- **RP to speak to bookitzone and seek approval at next meeting.**
- **LJ to find out process involved in making a claim on insurance.**
- **KP to get keys cut and pass to Jill and Paul.**

**3. Treasurer's Report:** There was no treasurers report this month as Andrew Vickerman had resigned since the last meeting took place. Lionel Jones offered to stand in on an interim basis as the treasurer until a new one could be found.

**4. Membership Report:** Lionel Jones stated that there were currently 154 senior members and 39 junior members to date. He also said that we may be eligible for a 4<sup>th</sup> London Marathon Club Place as we have over 150 members and each part of a 50 counted towards a place. He said that the places need to applied for by the club secretary and offered to pass on the information to Ryan so that he could find out how many places we have and apply for them as soon as possible.

**Actions: LJ to liaise with RP regarding the club places**

**5. Committee Member/Treasurer:** Gareth Williams informed the committee that Andrew Vickerman had tendered his resignation and despite trying to persuade him otherwise he was adamant that he wanted to resign. It was noted that the reason Andrew resigned was that he felt certain members were not being supportive and had made negative comments towards him, and also the issue with the Club Places for London Marathon and the derogatory comments made on Facebook.

Dan suggested that in future committee members should refrain from addressing any comments made on Facebook and instead ask members to email the committee with any issues using the proper channels instead of posting things on Facebook.

Dan said he would include in the next 5MM that the club is seeking a new committee member who would also need to be treasurer as no-one currently serving on the committee wanted to commit to the role full time.

It was also agreed that the club would relax the rules on the London Ballot for this year owing to the concerns made by some members that they didn't know the rules, despite these being in the constitution which all members were asked to read. Dan will include in the next 5MM that people will be able to enter the ballot as long as they have been a member for a minimum of 12 months and have a rejection letter, but should still help out at Parkhall if they can do so. It should also be made clear that the full rules will be implemented for next year.

**Actions:**

- **DM to put in 5MM that the club is seeking treasurer who must have been a member for minimum of 2 years.**
- **DM to put in 5MM that Ballot rules will be relaxed.**

**6. Team Manager:** Gareth proposed a new Team Managers role for the club and gave some idea of the roles/responsibilities for the role. The outline idea is that they are a link between the committee and team captains and run leaders, ensuring that everyone is fulfilling their role and reporting back concerns and information to the committee. It was agreed to carry this forward to the next meeting for discussion and to define the role then or soon after.

**7. Club Person Of The Month:** DM said that there had been some call for a club person of the month, with a questionnaire being filled in and have a different person within the club featured every month. It was said that this should maybe start with people who have prominent positions within the club to help people identify them, ie. Committee members, captains, group leaders and then choose randomly people after that. Dan said he would put together a Questionnaire aimed at doing this.

Gareth also said that we should look at a 'Most Improved runner of the month' too and recognise them in some way.

**Actions: DM to come up with ideas and questionnaire.**

**8. NSRRA:** GW said that the NSRRA had looked to dropping the Trentham 10k for next year and replacing it with the Werrington 10k instead. He felt that this was in part due to the negative criticism surrounding the race by certain

people and also mentioned that Trentham RC is not represented on the committee of the NSRRA. Jill felt that Rose might be still on there and also pointed out that Ken Rushton is president. Gareth said that we should look at having someone from the committee represent the club at their meetings and asked if anyone present was willing to do so. If not he said that he wouldn't mind doing this. No-one volunteered so GW said he would follow this up with KR.

**Actions: GW to liaise with Ken Rushton regarding place at meetings.**

**9. Car Parking:** GW raised the issue of car parking at the club and said that the Rugby Club could secure the use of the old timber yard adjacent to the club and make it fit for parking although this would cost in the region of £1,500 which they could not afford. It was noted however that this work had already begun regardless of cost.

Some question was raised about the agreement the Rugby Club had for use of the land as some committee members felt that it was quite tenuous and nothing formal was in place. It was felt that this money could be spent, only for the land to be withdrawn at anytime. It was suggested by GW that the club pay 1/3 the cost split with the rugby club/running club/junior football club for use of the land contributing £500 each.

The committee felt that we need to know the details of the agreement and if the land was formally let before committing to any supply of funds.

**Actions: GW to speak to the rugby club to see what was in place.  
GW suggest a 1/3 split of costs.**

**10. Club Code Of Conduct:** KP had sent out a copy of the draft code of conduct for committee members to view. He said that he had received some feedback from RP, but needed everyone to have a look at this and give feedback for discussion at the next meeting where it could be discussed further.

**Actions: ALL to read code of conduct and forward suggestions top KP.  
KP bring to next meeting with feedback.**

**AOB.1.** Jill Phillips asked if a nominated person be responsible for the tent as it was almost left behind at Winsford XC. It was also noted that it still needs a bolt and that the cover is becoming tatty. It was said that due to the nature of differing events then different people need access to tent and flags at different times.

**Actions:** GW to get a bolt for the tent.  
RP to look at new cover and cost.  
JP and all to bring ideas forward for tent provision.

**AOB.2.** GW said that he needed new marshal point letters or that we could use paint. RP said that he still had the letters on the computer and could send them on to Gareth for laminating.

**Actions:** RP to forward marshal point letters to GW

Meeting was closed at 10:27pm and the next meeting was scheduled for Tuesday 11<sup>th</sup> November 2014.