

Trentham Running Club

Committee Meeting Minutes

14th July 2015

Meeting Commenced at 8:08pm

Present: Ryan Procter, Gareth Williams, Lionel Jones, Alison Bradeley, Ken Pearson, Deb Thomas, Dan Maddock, Dan Jordan, Craig Taylor

1. Apologies: None

2. Matters Arising:

- RP to email password and account login to committee for online storage
- GW to check if W10 is on Runners World
- GW to print off 300 entry forms for DC5 in time for T10 on Sunday
- CT to speak to Pete Hewitt and Lionel Jones to get running schedules
- KP has added Walter and Debbie's runs to website
- RP to ask Cath Pendlebury (SAN) about a Club For All course
- DM has spoken to Phil Thomas about T-shirt design for long membership awards. Waiting for Phil to get back to him and RP to price up with suppliers.
- LJ has handed the current contact details for members to DM
- DJ is waiting for waiver form from Barclays before we have access to online payments and BACS transfers.
- RP has sent Lionel a list of membership renewals from online
- KP has updated the race links and the list of races on website
- DJ reported that the club raises £303.08 from BBQ and 5k and club will add £80 to this from Men's team fuel allowance from last year.
- Ken Rushton received formal letter regarding the complaint he made
- RP to write a letter to the person complained about stating the outcome
- RP to follow up with Andy V and Kirsten O regarding LiRF courses
- RP to meet with GW, DM & CT for DC5 update

Actions:

- **RP to email details to committee**
- **GW check if W10k is on runners world**
- **GW to print of DC5 entry forms**
- **CT to liaise with PH and LJ**
- **RP to look for course with CP**
- **RP to organise SAN meeting**
- **DM liaise with Phil Thomas and RP over T-shirts**
- **DJ issue a cheque to Chelsea Burley Trust for £383.08**
- **RP to liaise with AV & KO regarding LiRF course**
- **DM, GW, CT & RP meet on Tuesday 21st 8pm re: DC5**

3, Treasurers Report: Daniel Jordan produced a full break down of the accounts for the last 12 months and beyond. He showed a full itemised spreadsheet of income and expenditure which balanced with the accounts and accounts are now fully up-to-date. There was a query regarding a bank charge issued by Barclays for £30 for unpaid cheque. Dan will chase this up with them. The main account showed a balance of just over £8000 and the junior account a balance of just over £2000, although it was noted that £500 of that was for the satellite club at Trentham High School. There were a number of cheques issued on the night relating to T10 and DC5, etc.

Actions: DJ check with Barclays on £30 bank charge

4. Membership Report: Lionel Jones said that we currently have 107 senior members and 40 junior members to date. Lionel said that he was in process of writing to the ones not currently renewed from last year to remind them. Craig asked if we could have a list of the names so he could chase them up, all agreed that it would be a good idea for Lionel to send the list to all committee members in-case they come across the people at races, etc.

Actions: LJ to send non-renewal list to all committee members

5. T-10k: Alison gave a brief update on the Trentham 10 but stated that she would stay on after the meeting with a few others to discuss in greater detail. She said that all marshal positions were now allocated and all other areas were covered. RP offered to be chief Marshal for the race and will hand out instruction sheets and Hi-Vis jackets.

Lionel will collect all race day equipment from Ken Rushton in advance of the race.

**Actions: DM to pass marshal bibs to Ryan.
Lionel to collect race day equipment**

6. XC races: Deb Thomas raised the question of affiliation to XC race series and if she could start considering team selections. It was confirmed that affiliation was in process with Dan saying he had one to pay fees to.

Craig mentioned that none of the men's team had claimed their fuel allowance (£20 per race per team) last season for the Birmingham League races and said this could go to the Charity instead. All agreed that this was not an issue. He stated his intention to do the same this season. Dan offered to add this gesture to the 5MM.

Deb also asked about certificates and it was said that these would be presented on awards night.

There was also the question about additional trophies to the 'Counters' in XC races and the club agreed to pay for the additional trophies where required to those that had 'counted' in a race.

It was noted that the club will also pay for 1 men's and 1 ladies team at the six stage and 12 stage relays. Additional teams would be required to fund themselves.

**Actions: DJ to pay affiliation he has so far
DJ to issue cheque to charity as previously mentioned**

7. A.O.B.

1 DM said that Run Britain had no link to our website on the club links area of their website. RP said he would chase this up.

Actions: RP to contact EA about missing link !?!

2 DM said that he has come up with a standard disclaimer for our links page on the website and will send to committee members for approval.

Actions: DM to distribute disclaimer

3 GW said that the Rugby Club are hosting a Garden Party on Saturday 25th July. It was noted that this clashed with the Thunder Run and also Quad Kids competition at Burton but DM will add to 5MM.

Actions: DM to add to 5MM

4 GW said that the Rugby club had faced a claim 3 years after an incident took place on the pitch and reiterated the need for run leaders to ensure they have accident/incident report forms available, and also to ensure that they are filled in after any accident/incident and passed to the club secretary for reporting.

It was also noted that these need keeping on file for 7 years

Actions: CT to ensure all run leaders have accident forms

5 GW said that there was a Bar position available for Saturdays and Sundays. DM said he would also put this on the 5MM in-case anyone was interested.

Actions DM to add to 5MM

6 GW said that the Rugby World Cup trophy will be visiting Trentham Gardens on the 22nd July and people can go and see it and get photos, etc. He also said that the rugby club will be selling RFU beakers to raise funds at £1 each. Anyone interested can buy these from the bar.

Actions: DM to add to 5MM about beakers and Cups

7 GW said that the design for the club sign he sent out previously will be changing as the rugby club are not particularly happy with either of them. It was noted that the Running Club should carry the official logo and website address too as we were paying half the cost. GW will feed this back to the rugby club.

Actions: GW to liaise with rugby club over sign and update committee

The Meeting Closed at 9:35pm

Next committee meeting arranged for Tues 11th August 2015 8:00pm