

Trentham Running Club

Committee Meeting 13/10/2015

Meeting commenced at 20:00 Hrs

Present: GW, AB, DM, LJ, KP, DT, CT, DJ

1. Apologies: RP

2. Minutes and actions from the last meeting

- GW to enquire about Club Sign – the rugby club have said that it will be up by end of this week (12th October) although we do not yet know what branding the club will have.

- DM to ask Phil for update t-shirt design – everyone agreed that the design with the crest was the preferred of the two. We will commission 10, 15 and 25 year T-shirts for long term members.

- Action: DM Thank Phil for his efforts**

- Action GW to price up t-shirts**

- DM to put accident forms in the rack – done and are now being used

- DM to speak to Cath Pendlebury – Done – Update Later

- RP to sort out the LIRF courses – Kirsten has had training and Andy is sorting himself out

- RP has made sure link on EA website is updated

- CT T10 – Road runners to be discussed later

- RP letter of apology to complainant sent

- DM – Florence confirmed for the 5th Feb with Andy Grant

- Action DM to confirm with Pete Clarke and finalise**

- Action – DM to arrange payment for Florence asap £60**

- CT Update on NSRRA – [REDACTED]

[REDACTED] Prizes for group winners are now mugs, but the lifetime has now run out. Does the club have any ideas for memento's. Stafford 20 now moved to Knighton on FF10 route.

- Action DM to put onto the 5MM for ideas about new memento**

- DM – club records in 5MM – done

- Club Records: KP has updated various records since but will also trawl through results as only a few have been in touch.
- Ridgeway Textiles – DJ to speak to RP and this has now been sorted out. No confusion remains.
- DM - Winter conditions to go into the 5MM - done
- RP & LJ to sort VLM – discuss later
- DJ to sort cheque for Rugby Club RE membership – done
- W10K – Debt to check to bookitzone – done
- Marshals – this has been quiet
- Action - DM to put out rallying call via email**
- Different colour tops – there is demand for pink ladies training tops
- Club Tent – 3x3 £499 + VAT + Printing – lightweight and sturdy – professional heavy duty model – they can print what we like on it – suggestions include web address etc...
- Signs and Stakes – GW has prices – Carry forward to next meeting
- Posters printed
- Action: DM to look at placement**
- Carry forward – Training tops to promote club until RP is here
- Carry forward – Coffee machine – GW to ask rugby club
- 5MM – winter running guide -done
- KP - Painting Kerbs – done and will be extended
- W10K – form and bookitzone changed to 15 years and a couple of entries received.
- Action – GW to speak to Northwood Re: track evenings**
- Members Database – LJ to sort out the names as some people have been married etc...
- PR passed to CT Birmingham league and £1 increase from EA next year – carry forward

3. Treasurers Report

DJ handed out the accounts

Seniors - £8171 at the end of Aug – £6302 at the end of September – DJ has no questions

Juniors – £1177 at the end of Aug – £2395 at the end of Sep

T10 account was detailed - Outgoings - £3080, £3290 made and £400 donated to Air Ambulance – certificate received Action – DM to put in 5MM

DC5 Account was detailed – paid out £937 and made £2176

Discussion was had about t-shirt policy – we could offer a discount if people do not want a t-shirt – there was broad agreement that this would be a good thing to do

DJ asked – there was a bookitzone payment on 1st June for £324 but nothing more has been received since – no one is matching entries to payments as we are not sure we have had all the money from bookitzone. This need tying up in the future and chasing up in the 1st instance. DJ to check and update next meeting.

4. Members Report

LJ – Seniors 144 – Juniors 46

Roughly 60% male 38% female - other 2% unknown!

5. Clubmark – KP and DM met Cath and went through progress to date – Cath had some good suggestions. We need to evidence things and make sure certain things are on the membership forms, like “what can you offer the club?” and making sur forms are consistent.

Other bits – nothing on DBS stuff from RP – a couple need to come on welfare courses – risk assessments, we can do a generic road winter, road summer off road summer, Junior code of conduct is needed. EA health check list needs checking, equity and coaching course, other junior bits also mainly standard documents. We need a child protection policy and a development plan. These things shouldn't take long. Need risk assessments for the club and the School Hall.

Action - KP to update checklist with an action column so we know whose action it is.

Actions for all: clubmark needs to be completed by the December meeting, 8th December.

GW has the clubmark folder - He will bring to KP

Action RP to action numerous items in attached sheet ref clubmark

6. PBs and race performances – update for awards night. CT has sent out list – DT is going to do hers.

7. Werrington 10K – Friday: GW to collect items form KR. Barrier tape has been purchased, he also has no safety pins

Action: DM to ask RP if he has them.

Car Parking – there is parking onsite but there is a need to overflow on Sub4. Ashbank garage (sponsors) are outing 3 vehicles on show. KR to do the clock and announcements.

Action: Marshals Jackets - DM to locate.

Bags and t-shirts will be pre bagged for people with their numbers. Marshals – Alison will be head marshal - need 20 people. Will be needed by 8:30

Action - DM – VLM mention – DM to rally call tonight.

Do we have a need for a drinks station – we need one at 3 miles.

GW went through the check list – KR is adjudicator for the race. Male and female – 1, 2 & 3 inc. vets prizes £160 in total inc. beer and cider for team prizes

We have had issues with running imp – we have always paid afterwards – now they want payment in full, in advance. We have had to source alternatives and this is going to cost us more.

KP has been approached by a video man

Action: KP ask him to do it for free in view of next years' series.

Next meeting – need to discuss Trentham triple.

8. VLM – draw on the 3rd November at chippy tea – rejection slips needed – 2 places only! And members have to have supported one of our events.

Action DM to stress that CAR PARKING CAN STILL BE DONE INCLUDING SETTING UP AND RIPPING DOWN ETC... EVEN IF YOU'RE RUNNING

9. Promoting the club: Trentham Local: £20 plus VAT for a quarter page, £30 plus VAT for a full page or £50 plus VAT for a full page.

Need copy or completed artwork by 21st November.

All agreed a full page was good value and a great way to promote the club

Action DM to design advert and liaise with the Trentham local

10. AOB

LJ – enquiry re pro-rata fees... Proposed is half price for new members only - £18 after October – old policy of £10 after xmas now redundant due to EA fees increasing.

Existing members would be required to pay full price as they are classed as lapsed members and EA charge more.

Action KP to look at implications re constitution etc... Dan to put in the 5MM

Action -DT to sort bookitzone for W10K

DJ – waiver form – we passed it so we can do bacs payments – GW and RP to sign

DJ – LIRF renewals need to go in the calendar – DJ to get info from RP

DJ – few people have asked about changing route at Parkhall - we can do this or whatever we want.

AOB Vitality Insurance promotion = Request for more details from club member