



## **CLC STRIDERS RUNNING CLUB COMMITTEE MEETING**

**Tuesday 6 September 2022 at 2000**  
**The Tivoli, Cheltenham**

### **AGENDA**

1. Minutes of the Last Meeting
2. Actions from the previous meeting (see table below)
3. Nominations to the Committee - Matt
4. Treasurer's update - Eoin
5. Membership update – Gavin
6. Training – Amelia / Captains
7. Club standards, Inclusion Policy, H&S policy and Welfare Officer training – Matt
8. Staverton 10 - Eoin
9. Social events update – Ryan
10. Events update – TBC (by exception)
11. Kit update – Laura (by exception)
12. Any other business
  - a. parkun takeover – Matt
  - b. Club email system – Matt
  - c. Comms responsibilities and rota – Matt (on behalf of Paul)
13. Proposed date and location of next meeting



## CLC STRIDERS RUNNING CLUB COMMITTEE MEETING

Tuesday 6 September 2022 at 2000  
The Tivoli, Cheltenham

### MINUTES

#### In attendance

Amelia Mullins  
Eoin McQuone  
Gavin Jerman  
Joel Freeland  
Jon Howes (Chair)  
Matt Ashman  
Rachel Vines  
Ryan O'Donnell  
Sophie Longmore  
Will Pearce

#### Apologies

Laura Daubney

#### 1. Minutes of the last meeting

The minutes of the last meeting were agreed and accepted as an accurate record. There were no further comments.

#### 2. Actions from the previous meeting

See table at the end of the minutes for all completed and outstanding actions.

#### 3. Nomination to the Committee

Ryan O'Donnell was formally nominated to the Committee as Social Coordinator.

Rachel Vines was formally nominated to the Committee as Ladies Captain and will also continue with her role as Events Coordinator.

Karlien Heyrman has stepped down as a member of the Committee.

#### 4. Treasurer's update - Eoin

##### Bank Balances

	Balance	Previous Balance	Movement
Main Account	£6,741.52	£8,176.72	-£1,453.20
Social Account	£0.00	£0.00	£0.00

##### Notable Transactions since last meeting

Date	Description	Payment	Receipt
5 Sep	Jamie Hartnoll CiRF	265.00	
5 Sep	Cheltenham Trust – POW stadium booking	242.00	
8 August	Birmingham & District XC League	165.00	
14 June	The Complete Runner – Club Vests	220.00	
6 June	Jamie Hartnoll LiRF	160.00	
20 May	Matt Ashman – summer social / AGM food	180.00	
13 May	Mat Benfield – hosting fees	93.84	
19 April	Bath Athletic – CWR relay entry x 3	540.00	
5 Sep	Cheltenham Trust – POW stadium booking	181.50	
19 April	England Athletic - affiliation	150.00	
	Membership payments		719.57
	CWR entry payments		396.00

### CWR Breakdown

Cost of entry: £180 x 3 Teams = £540

Entries: 29

Payments: 22

Shortfall: £144 (will chase up payments)

Joel proposed that the Club consider covering entry fees for the Gloucester XC league, Rachel took an action to speak to the Gloucester AAA about this and will report back. **Action Rachel.**

### 5. Membership update – Gavin

Membership statistics @ 5 Sep 2022

- 92 first claim members
- 4 second claim members
- All 22/23 membership fees have been collected

Changes since AGM 20 May 2022

- 3 new members
- 17 resignations

### 6. Training – Amelia

Training has continued over the summer with a high level of attendance. Monday social runs continue around the racecourse for the time being and Wednesday 1830 sessions have moved to Pittville park. During September and October there will be 2 Wednesday sessions on offer, the usual 1830 session and a track session at 2000.

Matt Ashman has recently qualified as an EA Coach in Running Fitness and Jamie Hartnoll is commencing his training in October having qualified as a LiRF.

Martin has now officially stepped down from coaching, sincere thanks were given from the Committee for all his efforts over the years and a small gift would be offered. **Action Amelia**

Captains reported on the upcoming SC leagues, teams will be entered in both the Midlands and Gloucester XC events.

### 7. Club standards, Inclusion Policy, H&S policy and Welfare Officer training – Matt

Club standards – policy now complete and live on the website.

Inclusion policy – policy now complete and signed off by Committee ready for making live on website

Health and safety policy – the law does not generally apply to volunteers running a club with no employees, unless the club has responsibility for premises like a clubhouse or playing fields. It was therefore agreed that a H&S policy was not required, although the club will undertake risk assessments where needed.

Welfare Officer training – Matt and Amelia attending Time2Listen course in December which will complete welfare training.

#### 8. **Staverton 10 - Eoin**

It was agreed to run the Staverton 10 event in 2023. Eoin offered to be Race Director which was warmly accepted by the Committee.

The last Sunday in January, 29<sup>th</sup>, was proposed and agreed and entries will increase to 275 accepting that there will be a level of dropout.

Entry price was agreed at £16.40.

Portaloo toilets worked well and will be provided again, additional parking will be required due to parking issues last year.

It was agreed to reintroduce the female v65 prize.

#### 9. **Social events update – Ryan**

Rounders in the park was well attended.

Consideration being given to a Christmas event and a XC/road relays event.

Social drinks post Monday training being considered along with a post Pittville parkrun coffee and cake.

#### 10. **Events update – Rachel/Will**

Covered under item 6.

#### 11. **Kit update – Laura**

No significant update on kit. There are a lot of buffs in stock so would be worth finding an opportunity to advertise them soon.

**Action:** Laura to purchase some more club running vests. Laura

**Action:** promote club kit that is available for members. Laura

#### 12. **Any other business**

##### a. **parkrun takeover – Matt**

Agreed to postpone until 2023.

##### b. **Club email system – Matt**

Due to ongoing issues with the club email we may need to look at alternative options. Spam has reduced significantly which is a positive step but it's likely we may keep on getting blocked by Google and Outlook due to the way we send messages.

c. **Club noticeboard – Matt**

The noticeboard in CLC centre is in need of a refresh. Matt has started updating documents for it and will produce a 'panel' of committee members with photos and roles.

d. **Comms team responsibilities and rota – Jon (on behalf of Paul)**

The paper was welcomed by the Committee.

It was agreed to setup a comms WhatsApp group for comms items.

The club OneDrive account will be used to upload copy, reports and images.

**Action:** email members to ascertain if anyone can assist with website reports and etc. **Matt**

13. **Date and location of next meeting**

Thursday 10 November 2022

Thursday 19 January 2023

Thursday 6 April 2023

Friday 19 May 2023 (AGM)

Thursday 7 September 2023

Thursday 9 November 2023

## ACTIONS

Date raised	Action	Assigned to	Updates
2021-07-15	Events to be added to the website once Rachel has completed the list	Rachel	Closed
2022-04-07	Survey to be undertaken with members re potential for more track training, timing of speed training on a Wednesday and track training on a Friday	Joel	Closed
2022-04-07	Commence work on the policies needed for Club Standards	Matt	Closed
2022-04-07	Organise Pittville parkrun takeover	Matt	
2022-09-06	Speak to the Gloucester AAA about bulk booking Gloucester XC league places	Rachel	
2022-09-06	Purchase a small thank you gift for Martin	Amelia	
2022-09-06	Setup a mens WhatsApp group	Will	
2022-09-06	Order some more club running vests	Laura	
2022-09-06	Promote club kit that is available for members	Laura	
2022-09-06	Email members to ascertain if anyone can assist with website reports and etc	Matt	

