



## Minutes of Committee Meeting

Tuesday 6<sup>th</sup> December 2016

8 Brasenose Drive, Brackley.

	Item	Action
	<p><b>Present</b></p> <p>Gareth Bowden (GB) [Chair], Natasha Berry (NB), Dawn Breward (DB), Nicola Crookes (NC), Adrian Crookes (AC), Chris Noble (CN), Julie Waller (JW), Susan Meacock (SM), Richard McMahon (RM) [minutes]</p>	
1.	<p><b>Apologies for absence (RM)</b></p> <p>Claire Frogley, Tessa Gunson.</p>	
2.	<p><b>Accuracy of minutes of meeting 13<sup>th</sup> September 2016 (GB)</b></p> <p>GB's name was spelt incorrectly, but with this correction the minutes were approved.</p>	
3.	<p><b>Matters arising from previous meeting not elsewhere on agenda (GB)</b></p> <p><u>Business / Post cards</u> These are now available. NC handed out supplies to those who didn't have any for distribution as appropriate.</p> <p><u>Locker at Leisure Centre</u> NC had followed this up, but BLC do not permit items to be left in lockers overnight. The idea for the locker was mainly to hold the hi-vis bibs. It was agreed that most members soon provide their own hi visibility clothing and that the need for the Club to hold a large supply was reducing. The statement that new members would be provided with a hi vis bib has been removed from the website.</p>	
4.	<p><b>Chairman's update (GB)</b></p> <p>All still well! There is a pleasing number of active members attending club nights.</p>	

5.	<p><b>Club Secretary's Update (RM)</b></p> <p>Handover from ET has taken place. Letters have been sent from the chairman to all outgoing committee members thanking them for their contribution. RM now has access to England Athletics secretaries' portal and is receiving emails from EA. RM now has a complete set of 2016 minutes thanks to ET and GB.</p>	<p>RM to liaise with NC to ensure all minutes are on the website.</p>
6.	<p><b>Treasurer's update (JW/SM)</b></p> <p>SM reported that she and ET are the signatories on the current account. If all signatories are changed at once, the bank will close the account so it was agreed to keep SM and to have JW and GB as the other two signatories in the first instance. There are similar arrangements for the Chicken run account, and this will be changed in line with the current account. There is also a savings account but this only has a minimal amount in it.</p> <p>The Club may consider changing banks at some point in future.</p>	<p>JW/SM to arrange changes to signatories of accounts.</p>
7.	<p><b>Membership Secretary's update (DB)</b></p> <p>DB commented positively on the number of members, a good proportion of which are active. There are also a number of new people in pipeline. There is currently one member who is not on the EA portal, but waiting for them to sort out their first claim club.</p> <p>The step up in pace (rather than distance) between the GPG and the 5 mile route was discussed. Consider running in slower pairs to help GPG runners to bridge between GPG and 5 mile.</p> <p>In order to take advantage of potential increase in runners in January who are not members, we need to raise the Club's profile on Facebook promoting the GPG.</p> <p>It may not be generally known that even if you are not a member of BLC you may use the showers for a fee of £1.</p> <p>DB will look for the white banner. Highways give permission for putting banners on railings. NC has an email from the contact at the council and will forward this to DB. NC stated that we should be provided with a new banner by kit provider.</p> <p>We may need a new spike for the flag.</p>	<p>All committee members to raise profile of Club on Facebook in January.</p> <p>DB to look for white Club banner.</p> <p>NC to forward email to DB, who will pursue displaying banner on suitable railings in the town.</p>
8.	<p><b>Merchandise update (NC/CN)</b></p> <p>Supplier for new shirts and hoody ready to go. The committee considered two designs – one designed in-house by NC and one produced by the supplier. It was agreed to go with design produced by the Club.</p>	<p>NC to liaise with supplier and place order.</p>

9.	<p><b>Race Secretary's update (AC)</b></p> <p>Next year's races are on website, and these were well received. Need to start reminding members they need to have a Buckingham Parkrun time for the handicap competition.</p>	AC to remind members of the need for a Buckingham parkrun time.
10.	<p><b>Social Secretary's update</b></p> <p>Xmas party is taking place on the forthcoming Saturday.</p> <p>Suggested drinks on 22<sup>nd</sup> December after session. Try the Flag again.</p>	
11.	<p><b>Webmaster Update (NC)</b></p> <p>Not a lot has changed. The committee commended the dancing Santa and reindeer!!</p>	
12.	<p><b>Chicken Run Update (GB)</b></p> <p>Race license nearly ready. Still need to get road closure confirmed. Working on arrangements for chip timing. Last year there was a minor Noz up which got sorted, and need to consider other providers. The Club has approached Sarah Bland, who could not attend the event herself, but the company could do Chicken Run. May be more expensive.</p> <p>Toilets - £345 plus VAT last year, £425 plus VAT next year for 3 more cubicles making 7 in total, plus pissoir. It was agreed to stay with original 4 plus pissoir.</p> <p>Quote for Chicken Run t-shirts same as last year.</p>	Chicken Run committee
13.	<p><b>Charitable donation from Chicken Run takings - how much and to which local charity (GB)</b></p> <p>A number of charities were proposed, including Katherine House, Autism Concern and Helen &amp; Douglas House. Agreed to donate £250 again. It was agreed to decide the charity through an online vote.</p>	GB to organise vote for charity.
14.	<p><b>Subsidies for events next year (GB)</b></p> <p>It was agreed to subsidise the Hilly 100 and MK festival again, and no others. Same amount as last year off each distance at MK festival.</p> <p>This led to a discussion about benefits of club membership, and we should promote the subsidies to races, plus to the cross country races and the Xmas party as benefits that make being a member good value for money (in addition to reduced race fees through affiliation with EA/UKA).</p> <p>Consider increasing subs to £35 and £30 in 2017/18.</p>	MK festival subsidy to be advertised by AC.

15.	<p><b>Review of Facebook Group Members (NC/DB)</b></p> <p>There are currently approximately 200 members of the Club Facebook group. After discussion, it was agreed to leave membership as is.</p>	
16.	<p><b>Committee Roles / JDs (RM)</b></p> <p>RM asked if these are still relevant. It was agreed that they had been developed at a particular point in the Club's history and that they would now be kept in the background.</p>	<p>NC to remove from website.</p> <p>RM to ensure there are copies available for reference.</p>
17.	<p><b>Five mile winter route (RM)</b></p> <p>RM commented on how the Club winter routes for GPG, 6 and 7 miles were similar and built on each other, however the 5 mile route on the website is completely different. There is a 5 mile route that is run sometimes that would fit in with the others and it was agreed to substitute this on the website as the 5 mile route.</p>	<p>AC/NC to map route and replace 5 mile route on website.</p>
18.	<p><b>Use of Drop Box (NC)</b></p> <p>Dropbox is the repository for Club documents accessible to all committee members.</p>	<p>NC will ensure everyone on committee has Dropbox link</p>
19.	<p><b>Any Other Business (GB)</b></p> <p>None</p>	
20.	<p><b>Date of Next Meeting (GB)</b></p> <p>16<sup>th</sup> February 2017.</p>	