



Committee Meeting

7.00 pm Wednesday 2 August 2023

Paisley Pear, Brackley.

MINUTES

	Item	Action
1.	<p>Present</p> <p>Julian Chronicle (JC)[Chair], Louise Follner (LF) [Minutes], Sarah Scott (SS), Kim Fox (KF), Nicola Crookes (NC), Michael Bishop (MB), Suzanne Peel-Yates Bass-Twitchell (SPYBT), Richard McMahon (RM), Frances Edwards (FE)</p>	
2.	<p>Apologies for absence</p> <p>Natasha Berry (NB)</p>	
3.	<p>Accuracy of minutes of meeting 16 April 2023</p> <p>The minutes were approved.</p>	
4.	<p>Committee Officer Updates</p> <p><u>Chairman</u></p> <p>JC noted that there was not much to report. The Chicken Run has now taken place, with feedback to be discussed as a later agenda point. He also noted reasonable attendance at races on the calendar and that the change of treasurer had now been actioned.</p> <p>JC also provided feedback on the fact that he had a conversation with the local council who were conducting a survey regarding sports facilities. He mentioned that a track would be very beneficial, in addition to some storage facilities as the club is currently incurring a significant expense for this. He will report back if any feedback on these requests is received.</p> <p><u>Treasurer</u></p> <p>FE confirmed that she now has the ability to make payments from the club account and the handover has now officially been done. She did note that she still had some forms to be completed for the bank and so may require some additional information to assist with this.</p>	

Club Secretary

LF had no points to raise.

Membership Secretary

SPYBT commented that it was good to see new members attending sessions. She did also note that membership numbers were down on last year, which was discussed further in AOB.

Race Secretary

RM first discussed the race calendar and said that attendance appears to have picked up slightly, although certain races were more popular than others, as you would expect. He noted that it was difficult to compare due to membership numbers being down on last year.

RM stated that he has been asked if the race calendar can run throughout the year. However, this would prove a logistical challenge with presenting trophies etc. so he suggested arranging 'pre-season races' in November and December which wouldn't count towards the champs but would be more of a social occasion, which was agreed on.

RM then commented on the BDRC Bingo, noting that take up was very limited but it was worth a try to encourage non competitive activities.

RM recapped on the club sponsored race for this year, which it has been agreed will be the Buckingham 10k on 15 October. They have agreed to reimburse the club one entry for every 10 entries and it has been agreed that the club will subsidise each entry by £8 to bring the cost down to £10 per runner.

RM also discussed the virtual races which had been offered, the six pack challenge. Various club members had asked for virtual races but no members had taken these up.

Social Secretary

KF said she had contacted the rugby club regarding potential dates and the only option they had left was Friday 10 November so she had provisionally booked this, which was agreed by all. The cost of this is £30 per hour so will be £120 for the event.

KF also said that she has been in contact with Chili and Pepper about arranging another curry night in October as feedback from the previous event had bene very good.

KF also suggested that she arrange a social at the Plough after the TT final and a coffee after Bucks 10k on 15 October, both of which were agreed.

Webmaster

NC stated that she has added some race reports to the club website and was still awaiting some further reports which a few members have promised to write.

KF

	<p>NC also suggested a newsletter be sent out, with topics including the AGM/Christmas party dates, Bucks 10k, Madrid, club standards, club London marathon place, Hardwick Hobble, TT final, session leaders and the members questionnaire.</p> <p><u>Head Coach</u></p> <p>MB suggested that the members questionnaire be sent out as a survey monkey link on the newsletter, which was agreed.</p> <p>He also provided an update on the session leader position, confirming that Ian Marriott has stepped down, Chris Noble is temporarily out and Gareth Meade is out until further notice, meaning the session leader team is currently stretched.</p> <p>MB commented that Charlotte Brown has expressed interest in taking the LiRF course and also said he would be actively approaching a list of names he has put together to see if they would be interested in training as a session leader.</p> <p>MB also provided an update on his licence, stating that it is not yet renewed but his DBS has been completed and he will do the remaining parts as soon as reasonably possible.</p> <p><u>Welfare Officer</u></p> <p>SS reported that a concern had been reported. However, she stated that this was reported third hand and very limited information was given, but she did receive confirmation that the incident did not happen at a club session and so she was unable to take the matter further. SS confirmed that no further comments/concerns have been received since.</p> <p>SS provided an update on Nichola Harman’s mandatory training, which SS confirmed she has completed one course and is awaiting a date for the other. SS also commented that the EA framework has now changed and so she needed to review which course are required.</p> <p><u>General Member</u></p> <p>In NBs absence, LF raise the issue again of suggested a club social trip to Madrid as they have an event in April which offers marathon, half marathon and 10k options. It has now been confirmed that this does not clash with London Marathon and so it has been agreed to go ahead and promote this in the newsletter to allow people time to book early flights etc. However, it was suggested to make it clear that this is not a trip subsidised by the club.</p>	<p>NC</p> <p>MB</p> <p>NB</p>
<p>5.</p>	<p>AGM</p> <p>KF had already covered the logistics of booking the AGM.</p> <p>It was discussed that we felt it appropriate to send out notification to all members prior to the AGM if committee members wished to step down or be considered for re-election, along with brief descriptions of each role.</p>	

	<p>This would give all members time to consider if they wished to be considered for certain roles.</p>	
6.	<p>Chicken Run</p> <p>JC wished to discuss how the Chicken Run went.</p> <p>He said that feedback was good and it went very well on the day. Using Results Base for timing was a success on the app worked well, although it was suggested we review who was in certain volunteer roles to ensure everyone who was using the app was comfortable with it.</p> <p>JC commented that we were lighter in volunteers than previously and it was felt that communication was not as good as previously, with feedback that several people had in fact volunteered but not been commented.</p> <p>JC stated that he did a large amount of the work so has said he will write an action plan to ensure that the work can be distributed more evenly next year as we had a number of new volunteers in key roles this year who needed more guidance.</p> <p>JC then discussed the future of the Chicken Run. This year the event only just broke even, due to the sponsorship funds received, despite cutting costs in several areas. Numbers were well done on previous, as has been reported at a number of races, with several local races no longer running.</p> <p>FE questioned the purpose of the Chicken Run, is it to raise money or for the club's profile. This was debated and it was agreed that it was good for the club's profile within the local community as does usually lead to some new members. It was commented that we currently rent out a storage unit at an expense of £49 p/m, which is predominantly filled with items to be used once a year for the Chicken Run. It was agreed to look at other options, such as if the council or other local sports clubs would offer storage with a view to bringing this cost down.</p> <p>It was suggested we could also do registrations in the hall next to the fire station, which we had previously just used for baggage drop as this space can be hired for free and will mean we do not need gazebos, which take up a large section of the storage unit.</p> <p>It was agreed that the future of the Chicken Run is dependant upon having the correct volunteers in place, with the key roles needing to be filled before Christmas to enable planning to begin in January. It was also commented that this would be dependant upon if HS2 progress continued to allow the route to be feasible.</p>	JC
7.	<p>C25K</p> <p>RM wished to recap on the feedback from last year's C25K programme and action points for the future. It has been agreed that the programme will run</p>	

	<p>again. However, due to the current shortage of session leaders, it is not feasible to run again at this time. It has been agreed to run each session in future with one session leader and one experienced volunteer, rather than two session leaders, to ease the pressure on the session leader group.</p> <p>RM suggested that we advertise GPG locally as an alternative to encourage newer or returning runners to the club. It was suggested that this be advertised in local magazines and Facebook groups.</p>	RM/NC
8.	<p>Locker</p> <p>RM fed back that the padlock had been removed from the club's locker at BLC again. Some items, such as old contact details had already been removed and all that was remaining was bibs and cones which are occasionally used for sessions held on the field at the back of the leisure centre. JC agreed to keep these items in his garage.</p>	
9.	<p>Christmas Party</p> <p>KF wanted to discuss options she has researched for the Christmas party. The rugby club have no availability for December and so she has approached alternative venues for quotes. Quotes were provided for the town hall and the football club with different catering options discussed. It was agreed to book the football club for the 9 December.</p>	KF
10.	<p>EA Welfare Framework</p> <p>SS provided an update on this matter as EA have provided an updated framework for club welfare. There are sections which the club is not compliant on, such as the welfare officer training, as previously discussed. SS noted that it has been suggested by EA that the club's policies are reviewed every 3 years and noted we are compliant on this point as they had been reviewed last year.</p> <p>SS also discussed the potential need for all volunteers to undertake the safeguarding course under the updated framework. However, it was agreed that it would remain sufficient for only session leader to undertake this.</p>	
11.	<p>Parkrun takeover</p> <p>LF suggested we arrange a takeover of a local parkrun in October and it was agreed that we contact Buckingham to arrange this. It was also suggested that we could promote GPG at this takeover.</p>	LF
12.	<p>AOB</p> <ul style="list-style-type: none"> It has been requested that members be notified when Committee meeting minutes are updated on the website. This can be done after the following committee meeting once the minutes are formally approved. 	

	<ul style="list-style-type: none"> • It has also been noted that the news section on the website is out of date. It has been agreed to delete this section and add a link to the latest newsletter instead. • RM and SPYBT also discussed the membership profile following renewals. We had 40 non-renewers, of those 14 are not running, 9 were C25K graduates, 3 have moved away from the area, 8 were still running but not members of a club and 6 were unknown. It was suggested that we could email non renewers and ask for their reasons for not renewing. However, this did not seem unreasonable when considering the know reasons for non renewals. • XC – The renewal information had come through from the Chiltern League. However, due to poor attendance last year it has been agreed to not enter this year and try a virtual xc season instead. 	
13.	Date of next meeting 10 November - AGM	