Bournville Harriers

Minutes

Monday 13th November 2017

Meeting Chaired by: Stacey Marston

# Attendance

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| **Name** | **Role** |  |
|  Stacey Marston (SM) | Club Chairperson | ✓ |
| Rebekah Hilton (RH) | Club Vice Chairperson | X |
| Katie Alldrit-Rose (KA) | Club Secretary | ✓ |
| Lin Goulding (LG) | Club Treasurer | ✓ |
| John Cheel (JC) | Membership Secretary | ✓ |
| Nicola Morris (NM) | Ordinary Member | ✓ |
| Simon Newman (SM) | Ordinary Member | X |
| Nicola Sykes(NS) | Head Coach | ✓ |
| Dave Powner (DP) | Race Events Co-ordinator | ✓ |
| Andy Hoole (AH) | Communications Officer | X |
| Rhian Littlewood (RL) | Team Manager Women’s Cross Country | X |
| Mat Pollard (MP) | Team Manager Men’s Cross Country | ✓ |
| Oliver Kirkland (OK) | Team Manager Men’s Road Relays | X |
| Jude Glynn (JG) | Team Manager Women’s Road Relays | ✓ |
| Steve Doswell (SD) | Membership Development Co-ordinator | ✓ |
| Laura Gale (LaG) | Kit Secretary | ✓ |
| Jo Whiting (JW) | Social Secretary | X |

# Apologies Received

 Rebekah, Andy, Rhian, Simon, Oliver, Jo

# Agenda

1. **Review actions from last meeting (All)**

a) Drafted – plan to include Mail Chimp link and spreadsheet. C/f to next meeting.

b) AH not present, therefore c/f to next meeting.

c) Ongoing point to keep an eye on progress. C/f.

d) Circulated. Committee still to comment – will send round again. C/f to next meeting.

e) LaG has spoken to staff at Rowheath bar and confirmed that we can put up the framed vest. LaG will organise. Action closed.

f) Committee agreed AGM to be held on Thursday 22 March at Rowheath. Room booking also made for awards night as previously agreed. Action closed.

g) Plans underway and tickets on sale. Action closed.

h) and i) DP circulated. Committee to provide feedback as relevant. Action closed.

j) Website populated with photos. Action closed.

k) SM investigated. Options are to pay for Survey monkey in the month we use it or AH will assist on Google Forms. Google Forms likely option – committee happy for survey to be sent out before Xmas. Action to send survey c/f.

l) Pin badge designed and not too costly. LaG progressing therefore action closed.

m) Discussed with coaches – agreed to continue with two sessions for foreseeable future. The majority of coaches happy with how it is going – some comments that some coaches felt under pressure due to smaller numbers. Action closed.

n) Now collected by Lesley, who passes on her thanks. Action closed.

**2. Xmas club race event (DP)**

DP proposed idea of 5k race around local roads. Suggestion is for the race to be a handicap relating to runners’ season best with staggered start time so all would finish simultaneously if equal their season best.

Committee supported idea. Potentially between Xmas and New Year – would need to be a day time event. Committee agreed that we should opt for the Thursday and replace the reps session on 28th December.

Name to be decided but possibly ‘pursuit’. DP to update committee as plans progress.

**3. Parkrun Christmas takeover (SM)**

LG looked at rota for 23 December and volunteer numbers were limited, although noted that a request for volunteers had gone out on 13 November. Committee agreed that we would contact Parkrun about this. SM will speak to Geoff and set up an events page accordingly to ask members to take part.

**4. VMLM club entries (JC)**

JC will manage process – JG explained that we need to apply on the VMLM website. LG has sent info to JC. JW will be entering the ballot so does not feel comfortable administering – SM will do this.

**5. Club route knowledge, safety and pacers (LG and RH)**

Committee discussed recent Monday evening when there were three accidents – understood that this was likely due to leaves covering tree roots. No concern specifically about the running routes in relation to this.

LG pointed out that we have some new runners and some that have only run over the summer so do not know winter routes. LG suggested sharing the routes on Facebook or other source of reminding to stress that people should learn the routes.

SD suggested having certain people who are willing to be responsible for leading the route – SM pointed out that this takes away the personal responsibility for knowing the routes.

Committee noted that there is some confusion about the direction of some routes – this works on a PC but not on phones/tablets. LG pointed out that link to the pdfs doesn’t work – JC noted that the links have just been redone.

NS asked when to post reminder re routes – SM suggested with Friday Facebook post so doesn’t interfere with Thursday reps post – post should include a note on which way to turn when leave the club. This was agreed.

NS suggested have a route map photo album on Facebook. Suggested also some reminders in club announcements to remind people that they are expected to know the routes.

**6. Newcomers - inc age, pace requirements (DP and LG)**

SM noted that there had been several newcomers turn up without emails beforehand – this has become difficult to manage.

LG suggested putting a call out for people who would be willing to be a representative for someone to run with if a newcomer arrives with a similar pace. Committee agreed that this is worth a try. SM will post this.

SM noted that things have improved since the rota was implemented. Currently the newcomer rota runs to Sunday and understood that person on previous week takes responsibility for the Monday run. Difficulty is finding people to pair them with.

DP added that a few weeks ago he had been contacted by a new runner who can run 10k but at a slow pace and DP was unsure what to advise. Her son also asked if he could be involved in the club but is only 17.

NM also had some recent contacts who are not beginners as they can run 10k but are not quite up to club standard in terms of pace. We currently have a note that we recommend you can run/jog 5k in 40 mins (as the website says this is currently our shortest route, which is incorrect). SM noted that even our shortest routes are significantly more than 5k. NS suggested that we increase the requirement to being able to run 6 miles.

LG noted that if we are to commit to having people at a slower pace then need to have backrunners. Committee proposed that we should update the requirements to being able to run 5 miles within 1 hour – explain that e.g. you will probably struggle to find a group to run with unless you can meet this pace.

Also need to update website so that it is clear that over 18s only. Need to make this clear as would have insurance implications.

**7. Newcomers emails (JC)**

JC commented that not everyone on newcomers rota is clear on process – suggested sending a reminder of instructions about how to manage the rota and view the spreadsheet etc (spreadsheet is populated when people fill in the newcomers form on the website).

There have been some recent removals from the rota – now around 6 people left. SM suggested that we ask club members if they would be willing to be on rota – LG suggested that this should be retained within the committee. NS commented that it would be better to keep rota numbers small to maintain consistency – used to be one person but is now a bigger job because we have more newcomers and not fair for one person to manage. It was agreed that we should monitor and defer point to consider at a later meeting before the AGM.

**8. Coaching update re double session and LiRF support (NS)**

Double session to continue up to Xmas.

Dave Mountford is keen to do next level of coaching – coaching in running fitness award. Course is not until next year but booking is required. He has completed the qualifications on a fast track basis – NS noted that the next level is a step up but DM is keen to do so and has done his research. NS and coaching team consider he is a good candidate and are happy to support him in this.

Committee voted in favour.

LG discussed whether it is worthwhile agreeing a longer term plan for coaching budget – proposed £1,000 to allow NS to make longer term decisions without having to refer to the committee each time. Committee approved.

NS has enquired with Uni of Birmingham about getting a nutrition event – would obtain a quote. For bigger events such as this, would still refer to committee but for smaller events could make the decision with the coaching team without needing delay of coming back to committee.

**9. Membership development: next phase (SD)**

Point deferred to next meeting – point early in the agenda.

**10. New tent and flag (SM)**

SM looked into costs. Tents are very expensive so currently no plans to purchase.

New flag required as old one is in poor condition – this does not necessarily present a good image of the club. Cost approx. £150 each. Committee agreed purchase of two flags.

Currently only have one tent that would be suitable for taking to a race but have men and women going to separate races. Asked KHRC if we could share a tent but this did not seem viable.

Decision on tent deferred. Two flags to be purchased. SM to review cost of pop up tents.

**11. Request from KHRC for loan of kit (SM)**

KHRC asked for loan of kit for cross country meet in January – stakes, hi vis and signs requested. DP did stock take – we have 180 stakes (10 of which are metal). Kit to be lent to exclude consumables. Need to have one point of contact to liaise with KHRC on this – ideally someone who is not running. This can be decided later.

SM will confirm loan to KHRC.

Committee agreed that we should loan the kit – with a reminder that we would appreciate it being returned in the same condition it has been received (e.g. hi vis cleaned).

**12. AOB**

MotM voted for.

LG – we need to let Rowheath know the dates we want to run over Xmas as last year turned off water. KA/LG to consider.

£200 prize for coming 5th in Bham marathon – this was due to individual results performance. Committee agreed that we should congratulate the individuals on the website.

JC queried whether the concession rate should be for those who are retired or for those over 60. Committee agreed that it should be retired as the point is that they are no longer on a wage. JC noted that it is not easy to verify if people are retired, whereas he can verify age – committee agreed to keep retired and rely on people to tell us. JC also queried whether a couple who are both retired would get both discounts applied – the committee agreed that we will review if this situation arises.

JC also queried how the news blog on website works – committee unsure how you sign up for this/change email address. SM suggested unsubscribing via your email. Suggested referring to website designer.

MP – spoke to Ian Clarke who is in charge of Worcestershire cross country league, who asked whether the club would like to enter individuals or a team as lots of our members fall into the league’s catchment area. Costs £30 to affiliate, which would be required if we want to submit a team. MP to confirm whether we can belong to Worcestershire and Warwickshire and will confirm boundaries to make decision. MP to explore and committee to reconsider.

SM – in process of organising talk with Blind Dave Heeley. Considering holding this as a wider Rowheath event not just BvH – e.g. inc KHRC and wider community.

# Actions for next meeting

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|  | **Owner** | **Action** | **Complete / Review** |
| A | Jude Glynn/Rhian Littlewood/Oliver Kirkland/Mat Pollard | Prepare information to be posted on the club website relating to team information and events | 11/12/17 |
| B | Andy Hoole | AH to discuss spreadsheet programme to assist in loading club record and rankings on the website with Black Pear Joggers | 11/12/17 |
| C | Linda Goulding | LG to update committee re the below when has an update from Rowheath: * Development of the track
* repairs to lockers
 | 11/12/17 |
| D | Stacey Marston and John Cheel | Re-circulate policy re subsidised rate to committee for comment.  | 11/12/17 |
| E | Stacey Marston | Circulate member survey before Christmas.  | 11/12/17 |
| F | Dave Powner | Progress plans for Christmas race event. | 11/12/17 |
| G | Stacey Marston | Speak to Geoff about Parkrun takeover and ask members to volunteer. | 11/12/17 |
| H | John Cheel | Arrange club VMLM places. | 11/12/17 |
| I | Stacey Marston | Include a reminder in club announcements re being responsible for knowing the Monday routes.Include details of following Monday route in Friday Facebook post.  | 11/12/17 |
| J | Stacey Marston | Put out a call for members who would be willing to volunteer to run with newcomers if someone at a similar pace attends a Monday run.  | 11/12/17 |
| K | Andy Hoole | Update club website to reflect amended running standard requirement to being able to run 5 miles within an hour. Also make sure it is clear that the club is only able to accept members over the age of 18. | 11/12/17 |
| L | Stacey Marston | Review costs of pop up tents and revert to committee. | 11/12/17 |
| M | Stacey Marston | Confirm loan of kit to KHRC. | 11/12/17 |
| N | Katie Alldrit-Rose/Linda Golding | Confirm dates the club facilities are required over Christmas and liaise with Rowheath. | 11/12/17 |
| O | Stacey Marston/Andy Hoole | Post on website re prize for Birmingham marathon, including a congratulations to the individuals involved. | 11/12/17 |
| P | Mat Pollard | Confirm details re Worcestershire cross country league and revert to committee. | 11/12/17 |