Bournville Harriers

**MINUTES OF CLUB COMMITTEE MEETING**

**Held on Monday 10th June 2019**

Meeting chaired by Dave Powner

Attendance

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| **Name** | **Role** |  |
| Dave Powner (DP) | Club Chairperson | ✓ |
| Tom Bunn (TB) | Club Vice Chairperson | ✓ |
| Suzanne Bunn (SB) | Club Secretary | Apologies sent |
| Richard Shearing (RS) | Club Treasurer | ✓ |
| John Cheel (JC) | Membership Secretary | ✓ |
| Ian Forman (IF) | Ordinary Member | ✓ |
| Lin Goulding (LG) | Ordinary Member | ✓ |
| Suz West | Head Coach | ✓ |
| Sue Ward (SW) | Race Events Co-ordinator | Apologies Sent |
| Stacey Marston (SM) | Communications Officer | ✓ |
| Rhian Littlewood (RL) | Team Manager Women’s Cross Country | Apologies Sent |
| James Drakeford (JD) | Team Manager Men’s Cross Country | Apologies sent |
| Simeon Whiting (SW) | Team Manager Men’s Road Relays | ✓ |
| Jude Glynn (JG) | Team Manager Women’s Road Relays | ✓ |
| Stewart Crowton (SC) | Membership Development Co-ordinator | ✓ |
| Claire Daniels (CD) | Kit Secretary | ✓ |
| Kristy Mabbett (KM) | Social Secretary | ✓ |

**Agenda**

1. Review minutes and action points from May 2019 meeting
2. Arrangements for club Expo (SM)
3. Beginners 5k & transition Course (SC)
4. Killer Mile (S Ward)
5. Men’s Cross-Country Manager role (DP)
6. New coaches update (S West)
7. Membership statistics (JC)
8. Meet the committee event
9. Rowheath Sports Council meeting overview (LG)
10. Rent increase and grass track costs (LG)
11. AOB
12. Minutes from previous meeting accepted and action points discussed and agreed.

Action points:

* **Room bookings at RHP (LG)**, action point complete, rooms booked for future committee meetings, expo and NS Beginner’s workshop.
* **Mental Health Ambassador (SB),** no update available, action point carried over.
* **Beginners course transition (SC),** agenda item 3.
* **Organise Expo (SM & SC),** agenda item 2**.**
* **Killer Mile (S Ward),** DP to liaise with S Ward on arrangements to date.
* **Coaching (S West),** agenda item 6**.**
* **Newbridge (SM),** share details on club website and FB, action point complete.

1. Arrangements for club Expo evening

* SM confirmed that apart from the room being booked no further arrangements have been made at present and that we may struggle to get exhibitors at short notice.
* It was agreed to delay the event and agree a suitable date at the next committee meeting.
* LG will cancel the room booking with RHP.
* SM will contact contributors from last years event to gauge interest and availability.
* DP asked the whole committee to consider anyone who may be interested in being part of the Expo.

1. Beginners 5k & transition Course

* Volunteers to be asked to make / bring cakes for the 5k run, SM to post request and DP to mention in announcements.
* SC confirmed emails have been sent out with details of the transition course which will last for 5 weeks, registration will be at 7pm and the Cannon Hill will be the route each week.
* SC will request more volunteers.
* Participants will be able to take part in club rep sessions on Thursdays, S West will advise the coaching team of this.

1. Killer Mile

* DP to liaise with S Ward on arrangements for the event to date.

1. Men’s Cross-Country Manager Role

* The committee discussed various club members who may be suited to this role.
* DP to make contact initially to gauge interest in the role.

1. New Coaches update

* S West confirmed a good response was received to the request for interest in joining the coaching team with 4 new people joining the rota over the next few weeks and completing the LIRF course.
* DP asked if any of the existing LIRF coaches are interested in taking the CIRF course, S West confirmed there was no immediate interest but that this opportunity would remain available.
* S West advised that the locker in which stop watches and whistles were stored had been forced open, S West will obtain replacements as required.

1. Membership Statistics

* JC confirmed there are currently 195 club members compared to 203 at this time last year, 9 of which are new members.
* 69 club members from last year have not renewed.
* JC & LG to follow up.
* SM commented on the need to share a reminder that people must join the club if running with the club, and that joining leads to EA registration and Athletes Public Liability insurance cover, SM will action this with a link to the financial assistance details.
* SM commented that enquiries are received via the BvH Beginners Course FB page from people who are interested in running with the club but are currently unable to run the required distance, SM will signpost these enquiries to Run South Birmingham / Cotteridge Park Runners or Bourne Runners. CD to provide contact details.

1. Meet the Committee event

* Meet the Committee will be incorporated into the next club social event.
* KM & IF confirmed they are arranging a quiz night at RHP as the next club social event.
* KM & IF confirmed a social event will also be arranged for committee members and coaches.

1. Rowheath Sports Council Meeting Overview

* LG gave the Committee an overview of the meeting, who attends the meeting and the scope of the Sports Council, the financials and the main topics discussed.
* RHP are interested in hearing of any parties who may be interested in using the playing fields for sports activities, although there is a waiting list for football.
* RHP are keen to communicate the playing field is not a public park, as unauthorised use of the pitches adds to the cost of maintenance.
* The development of the Redgra area remains an aspiration, there has been no further action at this point regarding planning permission or funding bids.
* SM commented on the development of the Redgra area, as to whether the club could make improvements to the track in the meantime. The committee discussed various aspects of this and agreed this would be discussed further for early next year.

1. Rent increase and grass track costs

* A 4% rent increase will be applied from June 2019, this equates to £105.60, LG confirmed the rent has not been increased for several years, the committee agreed this was not excessive.
* The expected cost of the grass track is £338 as per last years cost, however RHP have advised that the total cost was more than this, confirmation of cost has been requested.
* RHP would like BvH to sign a contract, LG explained to RHP that BvH are unable to enter into contracts as we are not a legal entity, we will discuss this further when RHP send the document through.

1. AOB

* Member of the month TBC via email.
* SM commented on the fantastic new range of kit and online catalogue that Claire has put together, the committee were in complete agreement on thanking Claire for all the hard work that has been put into producing this.

# Actions points

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|  | **Owner** | **Action** | **Complete / Review** |
| Mental Health Ambassador | SB | Contact CM and run and talk group to see if anyone would like to become an ambassador | 8/7/19 |
| Killer Mile | DP | Liaise with S Ward on arrangements to date | 8/7/19 |
| Expo | All | Agree revised suitable date for Expo | 8/7/19 |
| Expo | SM | Contact previous contributors to gauge interest and availability | 8/7/19 |
| Expo | All | Consider anyone who may be interested in displaying at the Expo | 8/7/19 |
| Beginners 5K | SM / DP | Call for volunteers to make cakes for the after the Beginners 5k run. | 8/7/19 |
| Transition course | SC | Request more volunteers | 8/7/19 |

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| Men’s XC Manager | DP | Discuss with potential candidates | 8/7/19 |
| Membership renewal | JC & LG | Follow up non renewals from last year | 8/7/19 |
| Social | KM & IF | Date of social for committee and coaches | 8/7/19 |
| Grass track | LG | Confirm costs of track for this summer with RHP | 8/7/19 |
| Redgra | All | Discuss improvements to the running track | 13/1/20 |
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Next Meeting: Monday 8th July 2019