



**Committee Meeting Minutes Wednesday 8<sup>th</sup> March 2017**

**Attendees:**

<b>Chairman</b>	Steve Small
<b>Treasurer</b>	Paul Gold
<b>Secretary /Child Welfare</b>	Mel Munday
<b>Ladies Captain</b>	Nicky Chrascina
<b>Mens Captain</b>	Dave Westerman
<b>Membership</b>	Mark Romans
<b>Communications</b>	John Howard

**Committee Members:** Jane Brookhouse, Pete Porter,

Apologies: Amanda Perrin  
Julian Cramp/Dave German (noted not present for meeting to discuss juniors),

**Meeting Opened – 20:25**

- **Chairman’s Opening Remarks** - Steve thanked all for attending and welcomed James Walpole (Huish Leisure Manager) and Shaun and Tash Howells to meeting to discuss the BOS planning.
- **Minutes of the previous meeting** – The minutes from the last meeting were not checked as this was a further exceptional meeting to discuss the BOS race planning. **TO BE CHECKED BY COMMITTEE MEMBERS FOR OUTSTANDING ACTIONS**
- **Matters Arising** –

<b>Matters Arising Actions</b>	<b>By whom</b>	<b>Actions required</b>
1) BOS planning	Nikkii /Steve/Committee	Nikkii /Steve/Committee to continue with planning: race measurement, licence, Medals, Full on Sport online entry, promotion-Race entry confirmed as £12 affiliated and £14 unaffiliated. Race start agreed as 10am.
2) Membership online system	Adam- to hand over to Mark	Progress online membership system for go live in April 17 and Mark to liaise with Adam following conference call Thursday 9 <sup>th</sup> .
3) Cotswold 24 hour race	Nicky/John	Club to subsidise £10 per person for the race .Email to be sent via John.
4) ARC Affiliation	Mel	To send payment and application form
5) Safeguarding statement/Policy	Mel	To review current policy and upload to website.

- **Treasurers Report** – Dave German on a first aid course this evening and cost is subsidised at £20. This is to ensure ARC affiliation is valid. Committee questioned again if Northmoor fun run is affiliated to LR and Mel confirmed it is as the licence is under LR via ARC. Mel confirmed she had spoken with ARC re DBS for volunteers and had liaised with Dave who as Race Director requires one but

- **Membership**

Mark welcomed as new membership secretary and Shelley will support him with this.

- **Team Captains Update** – Nicky- Cotswold 24 hour race, Committee discussed and agreed £10 subsidy for each entrant. John to send email to confirm this.

- **Secretary/Welfare Officer** - Mel shared letter of thanks from the Hospice for our donation. Mel has been sent application for ARC yearly affiliation and will send this week. Mel to review Safeguarding policy statement for club and send to John for website and members who are involved with juniors to read.

- **Communications Officer** – John has removed all reference to Sunday 8am runs on website.

- **BOS**– Steve, Mark and Mel had reced the new route and measurement is exactly 10k from school crossing (inside school) to top end of school entrance. This top end will be closed and car parking will be at the other end of school as per the triathlon. James Walpole Huish Leisure manager in attendance for meeting and full support of hosting the race. James is offering free of charge: full use of Sixth Form for entries, presentations and baggage, some marshalling, opening of canteen (at no cost to club and 50% share of any profit made), toilets and cleaning up afterwards, use of all triathlon equipment such as water stations, signs, barriers, cones, trailer to transport signage etc.

Plus Scouts to be present to sell bacon rolls/hotdogs with a 50% split in profit; as they do at the triathlon.

James Barnes had suggested the route was run backwards but Nikkii had been informed the turns should be the majority left facing as per race safety guidance. Tash Howells booked to run a warm up pre-race. Shaun Howells organising the new fun run route (as per the triathlon route across school grounds and towards Wagg Drove area.

Race entry cost discussed and agreed as in action log £12/£14.

Medals discussed and Nikkii to continue planning design of these. Agreed to spend slightly more to have a higher quality medal and cost of race increasing in line with other similar races locally £12/£14. It was noted Glastonbury 10k is over £20 entry but roads are closed so increased costs.

Agreed race start 10am to allow for less traffic on roads. It was discussed and agreed LR to make a donation to the Raise the Roof fund for the Huish swimming pool as a thank you as we will all benefit from this fantastic community facility and to sponsor a brick or two with club name on.

- **AOB** John- Planning of monthly medal. Steve agreed to organise the first one and Mel suggested this is done on a rota basis. First one April when light in evenings.  
Steve stated that the club still own the SLAMM website and we should consider revamping this race in 2018 as Albion Running who were given the race by Pete did not take it any further. For further discussion in future meetings.

**Date of Next Meeting:** TBA. Meeting closed at 21.30

Mel Munday

Club Secretary 13/03/17

Checked by Steve Small