



Minutes

Date: Tuesday 4th December 2017

Venue: Didcot Town Football Club

Time: 20:00hrs (Approx.)

Meeting: Committee Meeting

Scriber: Theresa Lamble

Agenda

The items on the Agenda for the committee meeting on Tuesday 4th December 2017 will be as follows:

- Membership Update
- Financial Update
- Social Events
 - Christmas Party
 - London Marathon (members motions)- PD
- AGM
 - Committee Vacancies
 - Trophies and Shield
 - Grievance Policy
 - Club Affiliation Fees
- The Didcot 5
- Championship Update
 - Next Years Championship
- Beginners/Improvers
 - New Maps
- Cross Country Update
- Member's Motions
 - Club Colours/Kit - LH
- Welfare/Wellbeing Update
 - Coaching

- Sports Psychology Session
- Parkrun Takeover, Freedom Run
- Oxfordshire AA Road Race AGM 2017
- Any Other Business?
 - Boxing Day run with Harwell Harriers at the Clumps

Officers Present

*Geoffrey Jackson (President)

*Alan Murphy (Wellbeing Officer)

*Simon Woods (Social Secretary)

*Theresa Lambie (Club Secretary)

*Claire Jones (Membership secretary)

*Paul O'Connell (Championship Coordinator)

Apologises:

Daniel Fisher (Chair Person)

Mike Suggate (Cross Country Coordinator)

Meg Stanton-Humphreys (Wellbeing officer)

Meeting commenced at 20:04

Action / Deadline

Theresa opened the meeting in Dan's absence and thanked everyone for coming along, apologises were announced.

• **Membership Update**

Claire has reported that record high membership since affiliation at 124 members. All members have been transferred. Online renewals were discussed reference the £0.81 surcharge. As agreed in previous meetings, this will be proposed to all members at the AGM 2018.

There is a change to the membership form to add ongoing which adheres us to the General Data Protection Regulation (GDPR). The form will state *“When you become a member of or renew your membership with [insert name of club] you will automatically be registered as a*

member of England Athletics. We will provide England Athletics with your personal data which they will use to enable access to an online portal for you (called myAthletics). England Athletics will contact you to invite you to sign into and update your MyAthletics portal (which, amongst other things, allows you to set and amend your privacy settings). If you have any questions about the continuing privacy of your personal data when it is shared with England Athletics, please contact dataprotection@englandathletics.org.”

This is to be effective immediately and will be uploaded onto the website

Claire / Theresa – December 20th

- **Financial Update**

- Theresa showed a spreadsheet of incomings and expenditure for the previous month (bank balance £3698.26) Didcot 5 Charity money has now been paid to the two charities. and advised of the outgoings/ Incomings for the following month. The deposit from the Christmas party will be paid back into the club accounts in December. (£430, a £70 loss) Theresa has put together an AGM finance report in readiness and will share with the committee with the draft minutes. .
- Ben approached the committee to step down at the last meeting. Theresa has arranged paperwork for counter signatories to be withdraw with the bank and Claire has been voted on to take his place as counter signatory in the meantime. Theresa and Geoff signed the paperwork and witnessed in front of the committee. All paperwork has been sent to the bank. ID will be taken into the bank by Claire at the weekend and progress will be reported each month.

Theresa / Feb 2018

- Alans Countersignature paperwork is ongoing until completion. Theresa has informed the bank of the changes and sourced paperwork to be signed by the committee. Changes to be made in February after the AGM if necessary.

Alan / Feb 2018

- **Welfare/ Wellbeing Update**

- Update on Club run

Tom Craggs is coming to the session on 7th December and everything is in place thanks to Lisa for liaising with him and updating the club members.

Alan / Jan 18

- Sports and psychology Session

- Meg has been approached by a local sports psychologist who would like to do a session after a club run with a talk to the members. Meg will liaise with her to come after the AGM.

Meg / February

- Grievance policy

Meg has sent a final copy of the Grievance policy to the committee to discuss and agree to present to the club at the AGM.

Meg / January 18

Lisa started the coaching training in September and is due to finish late January 2018.

Dan / Ongoing

- **Social Events**

Simon has organised a few social events coming up in the next couple of months including;

- Christmas Party.

Simon has provisionally booked 50 places at Milton Hill House for Saturday 9th December. Spaces still available, Simon has advertised well on Facebook and via email. Miranda H has asked for Simons efforts to be thanked. Thank you, Simon.

We discussed more social events for next year: Donkey Sanctuary trip and a soup competition: Watch this space.

Simon / Ongoing

- Abroad run.

Paul has suggested a Didcot Runners 'on tour' run. Copenhagen Half Marathon, Sept 2018. Paul has written his article for Running Commentary.

Paul / Ongoing

- **Championship Update**

Paul is up to date with the standings for the championship. This will be kept a secret until the AGM.

Paul / Jan 2018

It was discussed to introduce shields and a memento trophy given to the winner of the category. This will be discussed further at the next meeting including back dating the shields. Medals will be arranged at the net meeting once nominations are closed.

All / Ongoing

- **Beginners and improvers/ Pacing groups**

- Pacing groups

Theresa mentioned that the shorter routes with Improvers is working well, it is also being inclusive to our members who would like an easier run. Ian has started up a group on a Thursday to help the improvers integrate into the main club and to make them feel welcome and join the club. Both sessions are well attended and working well.

Theresa / February 18

- Maps

Lisa H had previously given us a map to think about for the club runs, Alan has been in touch with her and will organise to run it. Once it is agreed, it will make an appearance on the club calender in the winter runs. Theresa would like to add it in twice before the routes change to Summer.

Alan / Janauary 18

- **Didcot 5**

Presentation went well and was well attended, The Didcot 5 committee would like to announce next year's date :1st July and would like help from members to help raise sponsors. Please contact a committee member for an official letter to send to companies.

Theresa/ ongoing

- **Cross Country**

The mens team is at the top of Div 3 and the ladies are 2nd in Div 3: Fantastic news to report. See you at Round 3

Mike /Ongoing

- **London Marathon Ballot**

After eligibility rules weer changd by Virgin, we pulled the name from the hat: Mark Harvey. As a gesture of good will, Jon Harrigan has been offered a Brighton Marathon place (with the difference in cost paid for) if he wishes to take it. (8 names hasve come forward for the surprise 10 places our club have been allocated)The London ballot will be drawn as usual next year. (members motion discussed and emailed back to explain)

Closed

- **AGM Preparations**

The date has been sent for Friday 26th January. Theresa will send out a note asking for Debut Marathon run for 2017 so nominations can be added to a survey via Survey Monkey to collate nominations for each award.

" Most inspiring marathon debut in memory of Vince Gallagher"
"most improved Runner", "Best Age Grade Parkrun" " , Contributor of the year" ,
"Championship '17" and "Cross Country Trophies Season '16/'17" and of course, "Presidents Cup."
Dates will be emailed to committee and adhered to until the survey closes in January.

Theresa / January

- **Members Motions**

- Club Colours

As agreed, club colours will be part of the questionnaire with the nominations and will be addressed further at the AGM if needed.

All/ AGM

- Club Kit

Lisa has asked the committee to pay for some kit to use at training session, this includes two sets of hurdles, ice packs for Clumps especially and a first aid kit. The committee agreed to the costings that Lisa has requested. Totalling £70. Theresa will liaise with Lisa to get this delivered. The kit will be held between the Coaches and Run Leaders and kept on a club inventory.

All/ AGM

- **Any Other Business?**

- Oxfordshire AA Road Race AGM 2017

Theresa announced that the committee was unable to attend, as soon as the minutes are available, these will be distributed.

Theresa / ongoing

- Parkrun Takeover Day

The date is set for 13th January and all roles plus extra marshalling points are volunteered for. A Freedom run is available to do afterwards if anyone is interested, Theresa will advertise in the new Year to spark interest. (note: the run does not count towards their own park run results/ counter)

Theresa / January

Date for next meeting: Tuesday 9th Januaryth, 20:00hrs, At DTFC

Subjects to be discussed at the next meeting:

- AGM / Grievance policy / nominations/ Trophies, (Shields) Committee Vacancies
- Membership/ Club Affiliation fees update
- Financial update / Counter signatory
- Welfare update – Club Run,
- Championship Update
- Socials/ Christmas Party
- Club Route Maps / Shorter routes / Potential new route
- Coaching/ Lisa H
- Beginners, Improvers
- Didcot 5 Grand Prix
- Club Colours / club kit

Meeting closed by chairman at 21:30.

Signed: T Lamble Date: 4th December 2017