



## Minutes

Date: Tuesday 9<sup>th</sup> January 2018  
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 9<sup>th</sup> January 2018 will be as follows:

- Membership Update
- Financial Update
  - Counter Signatories
- Welfare Update
- Championship Update
- Socials
  - Christmas Party
  - 2018
- Coaching
  - Beginners / Improvers
- Didcot 5
  - Grand Prix
- Annual Group Meeting
  - Club Affiliation Fees
  - Grievance Policy
  - Club Route Maps / Shorter Routes / New Routes
  - Committee Vacancies
  - Nominations / Trophies (Shields)
  - Club Colours / Club Kit

## Officers Present

Geoffrey Jackson (President)

Daniel Fisher (Chair Person)

Mike Suggate (Cross Country Coordinator)

Meg Stanton-Humphreys (Wellbeing officer)

Alan Murphy (Wellbeing Officer)

Theresa Lamble (Club Secretary)

Claire Jones (Membership secretary)

Noel Francis (club member)

Miranda Habermel (club member)

Andrew Casey (club member)

## Apologises:

Paul O'Connell (Championship Coordinator)

Meeting commenced at 20:13

### Action / Deadline

- **Membership Update**

Claire has reported that record high membership since affiliation at 126 members. All members have been transferred from other clubs. 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 for the club to absorb the cost unless any objections at the AGM.

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](mailto:dataprotection@englandathletics.org).”*

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

England Athletics are raising their membership to £15, it is agreed that the club will absorb these costs also and this will be presented at the AGM.

Claire / Theresa – Feb 18

- **Financial Update**

- Theresa showed a spreadsheet of incomings and expenditure for the previous month (bank balance £4194.99) outgoings/ Incomings for the following month were advised which were AGM and Run Leaders costs. The deposit from the Christmas party was paid back into the club accounts in December. (£450, a £50 loss) The AGM finance report is finalised and will be shared with the committee with the draft minutes' ad put into the presentation for club members to see. £200 membership fees to be paid into account before AGM.
- Theresa and Geoff signed the paperwork and witnessed in front of the committee, also Dan countersigned the paperwork. All paperwork has been sent to the bank and is going through the system. ID has been taken into the bank by Claire at the weekend and progress will be reported each month. After the AGM, more Counter signatories will be need to be signed and processed due to new Treasurer.

Theresa / Feb 2018

### **Welfare/ Wellbeing Update**

- Update on Club run

Tom Craggs is coming for the second session on Thursday 11<sup>th</sup> Jan. Lisa is liaising with him and updating the club members. Tom as mentioned that he would pop back after the three sessions from time to time to help the club out.

Alan / March 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 in the coming month. Meg has also been approached by a brother and sister who would like to raise money for Charity by offering Physio sessions at a date of our choice. We agreed that a block session at Endure24 would be more useful to the club, Meg will contact them with this idea and will also ask if they would like to advertise after a club run to drum up some business.

Meg / March 18

- Grievance policy

Meg has sent a final copy of the Grievance policy to the committee. Dan has tracked the changes into the Constitution in readiness for the members to vote on at the AGM

Dan / Feb 18

Lisa started the coaching training in September and is due to finish late January 2018. Dan will invite Lisa onto the Committee to share ideas of her ways of the direction of the club at the committee meetings.

Dan / Feb '18

- **Social Events**

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

- Christmas Party.

Simon was not present but we agreed that it was a great night and despite a loss of £50 on the deposit to hold the place for reservation we agreed it did make the whole reservation much simpler for Simon to organise and we would do this again.

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

Simon / Ongoing

- **Championship Update**

Paul is up to date with the standings for the championship. This will be kept a secret until the AGM. Some Runners have requested the Championship listings for 2018, Dan will email Jean Luc to be proactive on FB and via email to members to keep them updated. Dan will ask Jean – Luc to explain the new rules of competition for the new championship. Dan will email Jean-Luc to sit on the committee and attend the committee meeting.

Dan / Feb 2018

It was discussed to introduce shields at the AGM. Mike will be producing a slide to share with members for the new idea for championship trophies.

Mike / Feb '18

- **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. It has been agreed to

continue the shorter routes ongoing and offering two runs per week, Dan will produce a slide to announce the changes at the AGM presentation

Dan / February 18

- Maps

Green Road has been run with several members and risk assessed by Alan. The new route will be run on 30<sup>th</sup> January.

Alan / Feb 18

- **Didcot 5**

The Didcot 5 committee would like to announce next year's date :1<sup>st</sup> July and would like help from members to help raise sponsors. Please contact a committee member for an official letter to send to companies. The first meeting of the year will be held Monday 15<sup>th</sup>. Sian / Katie will prepare a slide for the AGM for 2017 success and plans for 2018.

Theresa/ ongoing

- **AGM Preparations**

AGM date is 26<sup>th</sup> January at 19:00. Nominations are now closed, a third of the club voted on the Survey Monkey. Results will be shared with the committee via email.

As previously discussed in the last few months meetings. Online Membership will cost an extra 0.81p and EA are upping the athlete affiliation fees by an additional £1. Committee members agreed what with the closing balance of the club funds we can absorb the cost for this coming year. Membership fees will be reviewed next year. The additional fees will be put into the presentation to present to the members at the AGM by Dan. Vacant committee roles will be emailed to members by Dan.

Dan will order the trophies and engraving ahead of the awards night.

Dan / January 26th

- **Members Motions**
- Club Colours

The results of the SurveyMonkey showed that the members voted for No Kit change. Dan will produce a slide to detail member's ideas and form a discussion at the AGM.

Dan/ AGM

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- ..... **Any Other Business?**

- **Run Leaders**

- Three members have come forward to take on the Run Leaders course. Rob Sharp, Miranda Habermel and Alan Murphy. Theresa will email the members to see if we can get another on the course for this year. Run Leaders will assist Lisa on Thursday, assist Ian and Theresa with Beginners courses and a more structured Tuesday sessions (ideas to come over the coming months)

Date for next meeting: Tuesday 6<sup>th</sup> February, 20:00hrs, At DTFC

Subjects to be discussed at the next meeting:

- Welcome new committee members
- Countersignature paperwork
- Membership
- Financial update
- Welfare update – Club Run / Physio/ Green Road
- Championship Update
- Social
- Shorter routes
- Coaching
- Beginners
- Didcot 5 Grand Prix
- Club Colours/ kit officers

Meeting closed by chairman at 21:22.

Signed: T Lamble Date: 9<sup>th</sup> January 2018