

# Lingfield Running Club Committee minutes

**Date:** Tuesday 7<sup>th</sup> August 2018

**Location:** Victoria Sports and Social Club

**Attendees:** Simon Mills (SM), Nicky Pumford (NP), Dave Nottidge (DN), Lisa Compton (LC) and Graeme Bennett (GB).

**Apologies:** Sue Garner (SG), Guy Wates (GW)

- |  | Action |
|--|--------|
| 1. Minutes of meeting on 5 <sup>th</sup> June 2018   |        |
| a. Agreed.   |        |
| 2. <u>Matters arising</u>  |        |
| a. Logos – GB working on and off. To email Neil McL to see if he has ideas/suggestions.  | GB     |
| b. Risk assessments – DN started on a generic club risk assessment, but not a simple matter as few examples to emulate. New wording for safe running guidelines in handbook will help, but DN to provide list of most likely issues to cause problems, and what mitigation we have in place. | DN     |
| c. Vacant Committee positions – SM to email Richard to see if he's interested, as he has arranged several events recently.   | SM     |
| d. Club website – SM did update earlier Lingfield 10s changes but GB to rearrange meeting with Tim and Simon.  | GB     |
| e. Club vests –GB did advise Liz of preference, and to clarify they were not race vests.   |        |
| f. Club subs payments for 2018/19 –NP threats have seen flurry of late payments. We will be stricter with removing people from system next year.   |        |
| g. Treasurer's email address – GB did confirm that this is forwarding to Guy's correct home email.   |        |
| h. Website & FB page – password protection removed from web pages. SM also confirmed that Dave Chase, Dave Worsell and Rob Moir all had admin rights to FB page, so contact them for any nec changes.  | All    |
| i. Library display – all set up. Library has confirmed club can have another month in 2019 and agreed we would request April, to publicise C25k and Lingfield 10s.   | GB     |
| j. Committee workplan – was updated as agreed.   |        |

- k. Coaching courses – GB advised Scott to apply for CIRF course, but yet to do Newsletter article re LIRF. Some members requested Scott to do some sessions closer to Lingfield, but coaches group should co-ordinate who leads what and where. GB  
LC
3. Treasurer's report
- a. Account has £9,251, although contribution to Jigsaw SE not yet paid out. GB
4. Lingfield 10s report
- a. DN reported that advertising was much better this year – thanks Neil and Jayne.
- b. Accident – DN awaiting report from Tech medical re marshall broken arm but believed to be a simple trip. Leader also ran into horse and this needs to be considered for 2019.
- c. Agreed to donation of £900 to Jigsaw SE. DN to explore potential for publicity around handover of donation. DN
- d. Committee noted Dave Wilkes' retirement from Race Committee. GB to draft note of thanks from Committee. GB
- e. Storage of race documents (not personal data) – SM to explore if DropBox may be better option than storing in club website. SM
5. Review Members' Handbook
- a. Agreed to amend safe Running page to reflect DN's 'running at own risk' concerns and to reflect agreement of new trophy under item 8. GB
6. C25k report
- a. LC presented a full report on the year's very successful event – about 39 of 53 completed the course. SM said he had attended the previous evening run and had been amazed at the spirit among the group.
- b. There was a concern about a 16 year old running without an adult directly supervising and this to be emphasised next year. LC
- c. Agreed to add C25k plan to Committee agenda for Feb/March 2019 to agree likely expenditure for 2019 event. GB
7. EA Club run arrangements
- a. LC reported that our coach will be Nick Anderson, a Level 4 endurance coach. Gary Spring finding out if we can use the Lingfield College facilities. We will need lighting as the dates are October to December.
8. Trophy for Christmas handicap
- a. Committee agreed that GB and Susie could purchase at their own expense a trophy which will be awarded on the day for the first past the post. This is in memory of their son, Matt Bennett, a previous winner of the event. GB

9. Beat Box Hill 5k

- a. Clubs have been offered two free places. The event clashes with the EG 10k, a Grand prix event, so we don't want to encourage runners to miss that. Agreed GB draft newsletter item asking people who have entered the Beat Box Hill event to let him know by 28 August so they can either go in a draw for the free places and have their fee refunded. GB

## 10. Purchase of defibrillator

- a. LC to let GB know what type parkrun recommends. LC

11. Any other business

- a. Fight for sight – SM to draft newsletter item. SM
- b. Running club business cards – SM to arrange. SM

12. Next meetings:

- Committee meeting - Tuesday, 2 October 2018, 8.20pm
- Committee meeting – Wednesday 28 November, 8pm at The Star, Lingfield

Postscript

*Future agenda items; could you please email GB with suggestions for future agenda items, ideally seven days before the meeting.*