



Lingfield Running Club Committee minutes

Date: Thursday 26 May 2022

Location: Victoria Sports and Social Club

Attendees: Scott McDonald (SM), Tom Cartledge (TC), Dave Watkins (DW), Fiona Champness (FC), Gary Spring (GS), Graeme Bennett (GB) and Kath Garrido (KG).

Apologies: none

- | | Action |
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| 1. <u>Minutes of meeting on 17 March 2022</u> | |
| a. Minutes approved | |
| 2. <u>Matters arising</u> | |
| a. London Marathon – club place all set up now. | |
| b. C25K – no action; to be carried forward. | FC/GS |
| c. Business cards – located and being distributed. | |
| d. Return of all trophies – GB passed Men’s XC to GS to pass on to Luke, and invoice to TC for refund. FC still trying to get Claire Ziegler’s returned & SM trying to present M Faulkner’s trophy to him. | FC/SM/TC |
| e. Database/laptop report – Trevor has bought himself new laptop & Dave W has installed club database (will return club laptop to Dave Wilkes). GB in touch with Serpentine RC who are rebuilding their club database which may be useful if we wish to continue with a database. GB to update as and when. | |
| f. Liability Insurance – all paid and documents received. | |
| 3. <u>General business</u> | |
| a. Treasurer’s report – TC has not yet got access to bank account, although GS & Clare have authorised signature. There are two invoices to pay asap (banners/posters and medals). | |
| b. Lingfield 10s – fifty entries so far, need 200 to break even. FC has contacted EG club and will do Tunbridge Wells Harriers & other local ones. Poster going up on High St on 3 June. Agreed Sophie can post on FB inc local police site. SM to see if can get in Community News (STOP PRESS: too late); will post advertisement for Lingfield 10’s on Lingfield village FB and I will seek permission from ex colleague re posting Lingfield 10’s on Police FB. All to encourage members to volunteer or enter race. | All |
| c. Surrey XC AGM – DW had circulated minutes in advance. Fees up to £175 (men), £125 (ladies). Larger divisions to come in. For our club, men and ladies will be at same venue. Dates set and in race calendar. League still looking for venues – SM to contact racecourse as possibility. | SM |
| d. Diary/upcoming events – GS confirmed Summer Series 2 on 7 th June (in calendar) and will confirm July/August dates next week. Club runs in a.m. on 2 nd June. Agreed to post EG parkrun Jubilee brunch on LRC FB page. | GS/FC |
| e. Club vests – TC to put item on FB re club vests (need minimum numbers for order). GB will copy into newsletter. | TC/GB |

- f. Lingfield Sports Association (LSA) – SM confirmed previous email – big site, want to expand, need funds for drainage & changing room upgrades. FC wondered if they had sought Sport England grants – SM to check. Will be some time before we could consider a move there. SM

4. Information items

- a. Members' Handbook update – GB will need to update for committee changes but please let him know asap if we could make other improvements. Current version is on website and club noticeboard. All
- b. Inclusion policy and grievance/discipline – reminder that GS has submitted inclusion policy to EA, and that grievance/discipline complaints should go to Secretary (per Constitution). Put inclusion policy discussion on future agenda. GS to clarify EA requirements re DBS checks for committee members. GB
GS
- c. EA Club standards 'forums' – there are four of these online fora in June if members want to attend. Details in agenda papers. Committee confirmed they do not receive the emails sent to Secretary so GB will work on that basis.

5. Any other business

- a. Card for Alistair Matson – signed by all. He hopes to be back in some capacity soon.
- b. Summer BBQ – SM to confirm costs/availability dates of LSA and advise Dee. Suggested a minimum charge, no funding agreed until we know what we have to pay for hire. SM
- c. Mill Wood bridleway – Dormansland Parish Council believed to have funds for resurfacing the track towards Dormans station. TC suggested SM contact Alison Hutchison for more detail for future discussion. SM

6. Next meetings

- Committee meeting - Thursday, 23 June, 6pm, VSSC

Postscript

Future agenda items: could you please email GB with agenda items, ideally seven days before the meeting.

It might also be helpful to look ahead to plan future agenda where we know that we have to make decisions by a certain date eg November for Grand Prix 2023. Perhaps all Committee could think about this before June meeting?