



Lingfield Running Club Committee minutes

Date: 25 August 2022

Location: Victoria Sports and Social Club

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

Apologies: Tom Cartledge (TC)

	Action
1. <u>Minutes of meeting on 21 July</u>	
a. Approved	
2. <u>Matters arising</u>	
a. Club kit – GB and Michelle progressing wider range of kit from PB Teamwear. Notice in newsletter this week.	GB
b. Surrey XC League race venue – DW still chasing Ollie Garrod for more detail of League requirements for racecourse.	DW
c. Welfare Officer DBS checks – Alison & Helen’s done, now down to them to book online training. SM still pursuing his own valid DBS.	SM
d. Christmas handicap – Kellie has confirmed 10 th December fine and booked in.	
e. Lingfield Sports Assn. – SM has submitted list of questions. May be delay in response due to holidays.	SM
3. <u>Treasurer’s written report</u>	
a. All working well with payments completed on provision of receipts. Current bank balance is £5,899.20.	
b. Next week TC to start the process to remove Nicky Pumford & Clare Evans as signatories for the club account & add GB as our 3rd signatory along with GS and myself.	TC
c. Lingfield 10’s - TC will update the committee on the final L10’s finances once I have spoken to Dave but on initial calculations, we have made a potential surplus of around £150.	TC
d. Instead of providing an invoice for payment the chip timers ‘Sporting Systems’ take their service costs out of any money paid to LRC upfront. Might be easy for them but this results in confusion as Dave presents a totally different income value to what TC sees within the account.	
4. <u>Lingfield 10s update</u>	
a. Dave Nottidge has provided written update of feedback and latest learning from the event. GB suggested L10s committee produce a ‘you said, we did’ item for members/runners. L10s committee meeting next on 3 rd October and will be looking to recruit new member to replace Sophie Davis.	

b. Agreed to purchase a cashless payments machine to maximise sales at future events, and possible other club uses. TC and GS to liaise over purchase and account links.	TC/GS
c. On race day TC thought there was a challenge with the provision of full chip timing due to the location differences of the start & finish. A decision for the L10's committee but TC don't see any lowering of their costs to reflect this.	
d. Committee agreed to buy one year subscription to Survey Monkey at cost of £200, not just for feedback on events like L10s from members and runners, but also more general use throughout year. TC to liaise with GS to set up and pay.	TC/GS
e. Discussed ideas for promoting event, and new member of L10s committee will hopefully be someone with some good marketing experience.	
5. <u>Club trophy rules</u>	
a. GB proposed introducing minimum requirement of races to qualify for some club trophy races, to try and prevent multiple winners in future. Agreed to defer decision until we had used Survey Monkey to check members' views on club competitions.	
6. <u>Review of club events</u>	
a. Ongoing concern about some runners not finding right group for their pace. Ideally identify two at each club run and give clear instructions. TC has updated FB's s'sheet for all the Sept. runs he can lead.	
b. GS to do newsletter article about WhatsApp sub-groups being readily accessible to new members.	GS
7. <u>Cross-country</u>	
a. Some concern that there will not be enough venues for this winter's league events.	
b. DW/GB to do newsletter item on all known XC fixtures. All members encouraged to take part.	GB/DW
8. <u>parkrun takeover</u>	
a. FC has had a good response and we should have everything covered. She will put out final note to volunteers next week. Good chance to promote club.	FC
9. <u>Any other business</u>	
a. Welfare issues - agreed Committee should receive anonymised feedback of any general issues arising from matters raised with Welfare Officers.	
b. Outstanding subs - GS to give last two members until end of September before removal.	
c. VSSC costs – SM expressed concern about increased fuel costs and possible impact on membership fees. GB to check terms of current annual arrangement with club for group membership.	GB

10. <u>Next meeting</u> ; <ul style="list-style-type: none">• Committee meeting - Thursday, 22 September, 6pm	
<u>Postscript</u> <i>Future agenda items; could you please email GB with suggestions for future agenda items, ideally seven days before the meeting.</i>	

Item for newsletter reads

- Agreed expenditure on cashless payment machine, and on one year subscription to Survey Monkey to run proper member/L10s feedback surveys.
- Lingfield 10s committee will be advertising for a new member shortly, to help organise next year's races.
- All cross-country dates to be published and all members encouraged to take part.
- Club-related WhatsApp groups to be promoted more to new members.
- New club Welfare Officers, Alison and Helen, awaiting their online training.
- Lingfield Sports Association – we have sent a list of questions. May be delay in response due to holidays.

You can find full Committee minutes on the club website