

Minutes (draft) of reconvened Lingfield Running Club AGM 2023

Victoria Sports and Social Club, Tuesday 18th April, 8 p.m.

This meeting necessary because the AGM on 11th April was inquorate.

Kath Garrido (President)	Liz McLennan
Scott McDonald (Chair)	Robert Healey
Graeme Bennett (Secretary)	Simon Petitt
Gary Spring (Membership Sec.)	Sue Garner
Tom Cartledge (Treasurer)	James Kilfiger
Fiona Champness (Ladies' Captain)	Alison Stuart
Dave Watkins (Men's Captain)	Dave Nottidge
	Keith Chambers
<u>Apologies:</u>	
Lisa Compton	Trevor Crowhurst
Diane Clayton	Ian Watkins
Mark Clayton	Nick Champness
Sarah Ferguson	

Scott McDonald opened the meeting by advising that Trevor Crowhurst was still in East Surrey Hospital (Acute Medical Ward) following a fall at home last Friday. He is a bit confused but would welcome visitors, and thanks to those who have already been. The meeting sent their best wishes to Trevor.

1. Acceptance of minutes of 2022 AGM. Proposed by Sue Garner, seconded by Fiona Champness.
2. Chair's Report (see 11th April notes below)
 - a. Motion 1 – To replace 'the quorum for AGM will be 25%' in paragraph 9a of the constitution with 'the quorum for AGM will be 10%'. Passed unanimously.
 - b. Motion 2 - In paragraph 9a of the constitution, replace 'on the same day in the next week' with 'within 10 days'. Passed unanimously.
 - c. Motion 3 – To insert an additional second paragraph to the constitution under section 9: 'The Committee may make whatever arrangements it considers appropriate to enable Members attending a General Meeting to exercise their rights to speak or vote whether attending in person or by telephone communication or by video conference, an internet video facility or similar electronic method allowing visual and/or audio participation.' Passed unanimously.
3. Secretary's report (see 11th April notes below)
4. Treasurer's report and adoption of annual accounts
 - a. Tom Cartledge circulated revised accounts figures for last year (see below). Changes made were for assets to reflect cost price and not sale price of vests, and General Fund balance at beginning of year.
 - b. Adoption proposed by Sue Garner, seconded by James Kilfiger.
5. Membership secretary's report (see 11th April notes below)
6. Ladies' Captain Report and trophies (see 11th April notes below)
7. Men's Captain Report and trophies (see 11th April notes below)

8. Event Organiser's Report (see 11th April notes below)
9. Election/re-election of officers, committee members and President for the forthcoming year, 2023-2024.
 - a. There was no opposition to incumbent members remaining in their term, with the following roles elected:

Role	Name	Proposed	Seconded
Chairperson	Scott McDonald	G Bennett	D Watkins
Secretary	Graeme Bennett	K Garrido	G Spring
Membership Sec.	Gary Spring	F Champness	D Nottidge
Treasurer	Tom Cartledge	S McDonald	K Garrido
Ladies' Captain	Liz McLennan	F Champness	Sue Garner
Men's Captain	Keith Chambers	D Watkins	J Kilfiger
President	Kath Garrido	S Garner	T Cartledge

10. Setting membership fee for the forthcoming year, and the date payment due
 - a. Motion 4 – that fees for the year 1 April 2023 to 31 March 2024 shall be £15, payable by 12 May 2023. Passed unanimously.
11. Any other business
 - a. England Athletic fees – Gary Spring confirmed that they are £17 for 2023/24.

Income and Expenditure Account

	12 months to 31/03/23 £	12 months to 31/03/22 £
Income		
Members Subscriptions to Lingfield Running Club	1793.00	520.00
Members Subscriptions to England Athletics	1328.00	908.00
Lingfield 10's - Profit	108.72	0.00
Vest Sales	514.27	246.00
C25K	0.00	0.00
Compensation	200.00	150.00
	3943.99	1824.00

Expenditure		
Affiliation Expenses	480.00	315.00
Members Subscription to England Athletics	1328.00	1215.00
Social Events	0.00	0.00
AGM Expenses, Club Trophies and Prizes	473.06	224.70
Insurance	137.00	137.00
Equipment Purchases and Repairs	806.21	0.00
Website Expenses	120.00	120.00
Vest Purchases	1104.00	768.00
Sundry Expenses (printer cartridges, flowers, postage etc)	26.78	0.00
VSCC Subs	250.00	250.00
Coaching Courses	132.50	300.00
Entry into Nationals and Southern	141.00	130.50
Speedwork Track Fees (Imberhorne)	387.50	382.50
Wellbeing Workshops etc	70.00	0.00
Lingfield 10's Charity Donation	100.00	0.00
	5556.05	3842.70

Excess of income over expenditure/(expenditure over income) (1612.06) (2018.70)

Balance Sheet

	12 months to 31/03/23 £	12 months to 31/03/22 £
Assets		
Running Vests/Tshirts	790.39	916.00
Debtors	0.00	140.00
Prepayment	0.00	360.00
Cash at Bank	3653.54	5015.49
Total Current Assets	4443.93	6431.49

Liabilities

Creditors	0.00	0.00
Subs paid in advance	12.50	388.00
Net Assets	4431.43	6043.49

General Fund

Balance at the beginning of the year	6043.49	8062.19
Income/(Loss) for the year	(1612.06)	(2018.70)
General Fund balance at the end of the year	4431.43	6043.49

Minutes of Lingfield Running Club AGM 2023 (draft)

Victoria Sports and Social Club, Tuesday 11th April, 8 p.m.

The Club Chair, Scott McDonald, welcomed members to the 39th AGM of the Lingfield Running Club, at the Victoria Sports and Social Club.

The formal business of the AGM was not able to go ahead, as there were fewer than 46 members present, which is the quorum of 25% of the membership.

Present:

Kath Garrido (President)	Cathy Samuel
Scott McDonald (Chair)	Dave Nottidge
Graeme Bennett (Secretary)	Terri Scott
Gary Spring (Membership Sec.)	Chris Ryan
Tom Cartledge (Treasurer)	Bob Pank
Fiona Champness (Ladies' Captain)	Mark Clayton
Dave Watkins (Men's Captain)	Robert Healey
Sue Garner	Hannah Cartledge
Michelle Hollins	Sarah Ferguson
Alison Stuart	James Willis
Peter Phillips	Nick Champness
Trevor Crowhurst	Ian Watkins
Steve Warner	Dave Worsell
Marie Warner	Keith Chambers
Matthew Stockwood	James Kilfiger
Martin Payne	Simon Elliott
Donna Baker	Darran Steed
Dave Wilkes	Simon Petitt
Debbie Wilkes	

Apologies:

Richard Adams	Susie Birch
Theresa Donohue	Tracy Roberts
Ian Greenaway	Paul McCarthy
Isla Greenaway	Diane Clayton
Maggie Statham-Berry	Liz McLennan
Kirsty Wachuku-King	Chris Rance

The minutes of the 2022 AGM were accepted (Proposed by Chris Ryan, seconded Sue Garner).

1. The Chair began by announcing that, as the meeting was inquorate, it would reconvene on Tuesday 18th April, at the Victoria Club, time to be announced, to complete the formal business. He then read out his report:

Unfortunately, covid had an impact on many clubs with reduced membership and reduced attendances at club activities. Covid restrictions meant that events were cancelled and some of

these events have unfortunately never returned, which has also impacted running clubs. I am pleased to say that our membership is increasing, and we have a strong committee to lead us through 2023 and on to 2024. So, thank you for turning out tonight and welcome to Lingfield Running Club's 40th AGM. Our membership has taken a dip from last year but is slowly picking up, now 184, it is important that our AGM is well attended so that we can celebrate another successful year.

I really want to thank the committee for another year of hard work. It is not just attending a monthly meeting, or a few training nights or race meetings, there is a lot of hard work going on behind the scenes.

The club constitution states that members can only remain on our committee for three years, so I will be sad to see Fiona and Dave leave us, but I am grateful to both for their superb enthusiasm as Club Captains, arranging cross country, training nights as well as turning out in all weathers to represent our club.

I also want to thank Graeme for putting together the weekly newsletter as well as his role of club secretary. Graeme and Susie also do an amazing job supporting our club Christmas handicap race.

Thank you to Gary for your incredible enthusiasm and support as membership secretary, and club event organiser. As a mark of his commitment, Gary takes the lead on organising nine club races from April to December from 5km to 5-mile distance to an uphill mile in the Ashdown Forest and is involved in other club runs as well. A reminder that these events are for all members, from slow runners like myself to ultra marathon runners - it's the taking part that counts! I assure you of a warm welcome as a runner or please come along and help as a Marshall or timekeeper. Gary also regularly organises training nights throughout the year.

Thank you to Tom in his role as treasurer and his generosity in that role when it comes to club equipment, entry fees for members entering National and South of England cross country and prizes at our club races.

Thank you to Kath as our club president who casts a watchful eye over Committee decisions ensuring we act in the best interest of our members.

Last year saw some great running performances from our members, whether that was an ultra-marathon or for some of you, it was completing your first cross-country race, well done to all of you.

Dee became social secretary and we had well attended post-Christmas gatherings in The Star pub in Lingfield, an enjoyable summer BBQ followed by a game of rounders and an incredible Christmas cake for our Christmas handicap run. It is our intention to repeat the summer BBQ as one of our celebrations for our 40th birthday.

I want to thank Trevor for his outstanding contribution to the club during the last 40 years. Due to ill health, Trevor is taking a well-earned step down from club activities, but he continues to play an active part as one of our members.

Last year saw me look closely at a potential move of our HQ to Lingfield Sports Association. I appreciate everyone who took the time to respond to me with comments for and against a move. In the end we did not move but I intend to keep in contact with Lingfield sports Association and hopefully hold this year's summer BBQ there.

In line with England Athletics developments, I want to give a very warm welcome to Alison Stuart who has become a club Welfare Officer. Alison volunteered for this valuable role and has completed extensive training as directed by England Athletics. Alison's role ensures our club has a dedicated member to be able to speak and listen to any members who have welfare

and/or safeguarding concerns and to offer advice and take any necessary action to support our members.

Above all, many thanks to all our members for your support at training, club races, cross country and many other events and I look forward to your continued support through 2023 and into 2024.

There were then trophy awards to:

- a. President's Trophy – Fiona Champness
- b. Club Captain's shield (men) – Steve Warner
- c. Men's cross-country trophy – James Willis
- d. Ladies' cross-country trophy – Maggie Statham-Berry (in absentia)

2. **Secretary's report** (Graeme Bennett)

First, my thanks to Terri Scott for enabling a smooth takeover from her last year and to all the committee for welcoming me back as Secretary after a three-year gap.

We have had ten committee meetings since then, mostly well attended, quorate and all limited to an hour. We put minutes on the website within days and put key points in the newsletter the next week, to be as open and transparent as we can.

We have increased range of club running kit available to members, increased the price of the vests and Ts to cover their production costs.

We've updated the handbook and risk assessment and try to keep the website and noticeboard as up to date as possible. I know this is basic stuff but helps anyone new to find out about what we do and, hopefully, gives a good impression of the club.

For most of the last year I have been injured in some form or other so have been unable to compete. But I've enjoyed supporting as many races as possible, and I'd like to thank the club for helping Susie and I to raise so much money for Matt's charity, Papyrus, at the Xmas handicap.

As Scott said, I edit the club newsletter and I monitor readership closely. I've done a detailed analysis of readership levels to work out why some are read more than others. I've concluded that there is no rhyme or reason to it. You are a mystery to me.

I would thank Diane for editing during my holidays, and to those who have written to let me know of races they are running, or to suggest new races for the website race calendar. And don't forget that I could always do with more reports from all of you.

3. **Treasurer's report** (Tom Cartledge).

I would like to thank Clare Evans for her support over my 1st year, as it took NatWest over 4 months to set me up with access to the club accounts.

We started the & finished the year with a healthy bank balance however, year on year we overspend on our income. Some of the expenditure for this year has covered the following:

- Subs to the Victoria Club
- Defib unit
- Additional club kit
- Cross Country entries
- Handicap Prizes

- Our end of year bank balance is £3653.52

For 2023/4 I would like to propose a fee increase of £5 per member taking our yearly LRC club membership to £15.00. Based on our current 180 membership this would add an additional £900.00 to our financial pot allowing us to look at the following:

- Fund 2 individuals enabling them to become EA CiRF (Coach in Running Fitness) accredited– We had two coaches accredited some three to four years ago.
- Fund 3 individuals enabling them to become EA LiRF (Leaders in Running Fitness) accredited.
- The above individuals will support Wednesday night training along with organised club runs. We do have a number of people accredited but they have been operating for the last two to three years. So this would allow for more rotation.
- Purchase new equipment for our Cross Country Teams i.e. new flags, tents, gazebo's etc
- Purchase new equipment for the Wednesday night training sessions, this would allow the coaches to offer a greater variety between sessions.

Tom said there were a couple of errors in the figure totals which he would correct before next Tuesday's reconvened meeting.

Although unable to vote on the accounts and the Committee proposal to increase the fee to £15pa, several members spoke in support of an increase in fees. They compared the club fees favourably with several other local clubs and what you get for your money and said that there had not been an increase for many years. Several proposed even higher increases, although overall it was felt that we should review next year, assuming this year's increase is agreed next week.

Gary confirmed that nobody should pay any fees until after the meeting on 18 April, when he will advise members of the agreed amount and date by which it is due.

Scott has put in a bid to Lingfield Parish Council for a grant towards cost of new coaching equipment and hopes to hear by the end of April.

4. **Membership Secretary's report** (Gary Spring)

- a. Current membership number stands at 184.
- b. 160 were membership renewals, with 24 new members over the year.

Breakdown of members:

- c. Gender: 100 men, 84 ladies
- d. Top four postcodes: East Grinstead – 79, Lingfield/Dormansland – 57, Crawley – 9, Edenbridge – 6

e. Age profile

- 20-year-olds – 8
- 30-year-olds – 18
- 40-year-olds – 43
- 50-year-olds - 56
- 60-year-olds - 38
- 70-year-olds - 18
- 80-year-olds - 3

For 2023 season, EA subs are increasing again, to £17 a year. Our club subs are expected to increase, to £15. This will be publicised in the club newsletter and Facebook page if the motion is passed and then I'll be chasing everyone to pay.

5. **Ladies' Captain's report** (Fiona Champness)

Well, where have the three years gone? Dave and I both started our roles in Lockdown, which thankfully now seems like a lifetime away! I will start my report with the cross-country season.

Cross Country

The first XC of the year was at Reigate Priory where we had six runners. With Lingfield A finishing in 25th place. 62nd, Fiona Champness – 31:13, 83rd Maggie Statham-Berry 32:47, 97th Liz McLennan 33:33, 149th Isla Greenaway 37:24, 162 Katie Cahill-Smith 38:37, 195 Theresa Donohue, 42.52.

Next, we were off to Oxshott Woods, a pleasant two lap course with one challenging hill; it was surprisingly warm and sunny. We fielded two teams for this event: Team A finished in 24th position and team B in 38th position. In 74th was Fiona Champness 28:41, 105th Maggie Statham-Berry 29:57, 111th Liz McLennan 30:29, 149th Hannah Cartledge 32:55, 161st Terri Scott 33:22, 166th Laura Stockwood 34:02, 171st Judith Cartledge 34:20, 174th Katie Cahill-Smith 34:24, 189th Sarah Ferguson 38:24, 228th Theresa Donohue 39:38.

Next, we were off to Chobham Common, this was very challenging and a very muddy two laps and the car parking was even worse. Thankfully Maggie was on hand to keep everything under control. Lingfield A finished in 23rd position, we had six runners. In 108th Maggie Statham-Berry 41:25, 117th Michelle Hollins 41:55, 128th Fiona Champness 43:03, 129th Laura Stockwood 43:08, 161st Katie Cahill-Smith 47:32, 201st Theresa Donohue 54:52.

Morden Park was the venue for the last race of the season, this was really quite dry! Lingfield A came in 20th position. 97th Liz McLennan 39:09, 104th Maggie Statham-Berry 39:30, 114th Wendy Smith 40:01, 120th Michelle Hollins 40:17, 126th Fiona Champness 40:47, 135th Laura Stockwood 41:17, 166th Isla Greenaway 43:51, 206th Sarah Ferguson 49:00, 221st Theresa Donohue 52:31.

Other XC events included:

The Reigate relays, where we fielded three teams. And the East Surrey League at Lloyd Park, where Scott kindly stepped in to organise the teams, thanks Scott.

The Southern XC Championship was well supported by Lingfield ladies. Our runners were Maggie S-B, Liz McLennan, Katie Cahill-Smith, Isla Greenaway, Sarah Ferguson, Michelle Hollins and Theresa Donohue.

The National XC Championships were hosted at Bolesworth Castle in Cheshire. Maggie Statham-Berry and Theresa Donohue made the trip north. Well done both of you.

I have been very proud to captain the team over the last three years, and have many takeaway memories, we may have not won any trophies, but we have had a great time and a brilliant team spirit. One of my personal highlights must be Neil McLennan's fantastic cakes - he was definitely in the running for the Ladies' Captain award - it is worth a trip to XC just for the cakes!

And secondly, of course, the tents that have continued to cause much hilarity over the last season. However, it does appear that it is not just the ladies' team that has tent issues! Thank you to everyone who supported the team and those who ran.

Racing

As some of you know, I like a bit of competition, so once again it has been lovely to see members pulling on a Lingfield vest, achieving their goals, setting new PBs and raising money for their chosen charities. Well done, everyone.

At this point I must mention what an absolute privilege it was to represent Lingfield at the London Marathon. I can quite honestly say it was one of the best days of my life, I loved the whole experience, and it was made extra special by seeing so many Lingfield members en route, running, volunteering, and supporting. Thank you to all of you.

Coaching and Club runs

This year I have also enjoyed leading a few of the club runs and coaching sessions. One of my favourites over the last few years has been the run to the Airman's Grave on Remembrance Sunday, and I hope this is something we can continue.

I would like to thank everyone who has attended these sessions, particularly through the cold winter nights. Also, a big thank you to all the other coaches and run leaders for their dedication. I think we are very lucky to have such a committed bunch. We now have a large variety of sessions available to all. A big thank you should certainly go to Gary and Tom who have really grabbed hold of the Tuesday and Thursday evenings over the last year.

At this point I need to thank the two most important men in my life over the last three years. Firstly of course, and most importantly, my wing-man Dave Watkins for all the tremendous support you have given me, along with your well-timed sense of humour. You have been fantastic to work with, and so supportive of others even when you have not been able to run yourself. And secondly Nick.

Finally, the Lady Captain's award.

This goes to someone who is always friendly and very supportive of fellow club members. She has also supported the club in several roles and has shown great commitment to all the club events. She has shown great resilience over the last few years, battling back from injury on more than one occasion to run the London Marathon in October 2022.

The winner is Terri Scott, well done Terri.

The Ladies' Captain's trophy was awarded to Terri Scott.

6. The Men's Captain's report (Dave Watkins)

When the new season started back in October, I was feeling optimistic about my last season as Men's Captain, with a very strong recruitment drive of runners of all abilities and with four teams from Division 4 to go up due to the large number of clubs in the league.

Unfortunately, we have barely managed a team for three of the races and the fourth race we had less than a team and picked up penalty points. However, I was pleased to see a strong turnout for the East Surrey League race at Lloyd Park and three teams at the Reigate Relays (although the twelfth runner was a one-legged donkey who stumbled around the course by memory). But I gave it a go and enjoyed the encouragement afterwards.

We had a strong turnout of 27 different runners over the course of the season, but the days of over twenty runners for the Surrey League fixtures seems to have disappeared. This can be put down to several reasons: the COVID lockdown, with runners finding other activities on a Saturday afternoon; or other races on the Sunday for which the runners wanted to rest on the Saturday. If there are any other reasons that you would like to discuss, please let me or the new Club captain know.

As my tenure of my Captaincy comes to an end, it's perhaps not the end I had imagined with my ill health. I have enjoyed it immensely with thanks to the committee in particular Fiona the ladies' captain who, I think at times, had to muddle through situations but got there in the end.

Thank you also to Graeme Bennett for numerous changes of grammar in my reports. I hope my English teacher who could actually be reading these reports is impressed. I won't name her in the danger of her being struck off.

Now to the prize giving (which we have already awarded!).

The first trophy is the Cross-Country trophy. This comprises of eight races over the Winter: the four Surrey League races, two East Surrey races (one of which we didn't attend due to a clash with the EG10K), the Reigate relays and the Southern Cross-Country championships.

As always, if you enter any many events as you can (especially the Surrey Cross Country as they are double points) you stand a good chance of winning.

One of these athletes was James Willis who is this year's winner.

Now for the Captain's award, and again the Surrey Cross-Country was the key. The only other person to complete all the races and despite finishing in the all-important tenth place and avoiding penalty points is Steve Warner.

7. **Event Organiser's report** (Gary Spring)

Club Races 2023

- a. All nine Club Races will count towards Trevor's Handicap trophies.
- b. Points will be awarded based on position only. Best six scores from the nine Club Races will decide the male and female winners (similar to the Club Grand Prix trophy scoring).
- c. No prizes at individual races, but Amazon tokens for the top three men and women from their best six scores from the nine races.
- d. There will still be the individual trophies for the Dennis Crowhurst Race and Christmas Handicap Race.
- e. All the races will have handicap time starts.
- f. First club race is 5km road race, April 25th
- g. Return of the May Races. Dates are:
 1. Tuesday, May 2nd
 2. Thursday, May 11th
 3. Tuesday, May 16th
 4. Thursday, May 25th
- h. Volunteers. My immediate need is help putting out and collecting signs on the mornings of the May Races and the following day. I would also like about eight volunteers for each race to marshal and time-keep.

Pub Runs:

- i. April Pub Run will be the Bluebell Run, timing dependent on when the bluebells decide to appear, from the Grumpy Mole.
- j. May Pub Run is being organised by Wendy and Michael to celebrate their wedding. Date is still to be decided.
- k. Pub Runs in June to September will be advertised in the club newsletter, website and Facebook page.

Joint Club Runs:

- l. Two runs planned jointly with Oxted Runners. One on 6th June, in Oxted, and one on 4th July, in Lingfield.

8. Any other business:

Mark Clayton proposed a vote of thanks to the Committee for their work over the year.

END