



## Lingfield Running Club Committee minutes

**Date:** 13 June 2023

**Location:** Victoria Sports and Social Club

**Attendees:** Scott McDonald (SM), Tom Cartledge (TC), Keith Chambers (KC), Liz McLennan (LM), Gary Spring (GS) and Graeme Bennett (GB).

Apologies: Kath Garrido

- |   | Action |
|---|--------|
| 1. <u>Minutes of meeting on 2 March 2023</u>  |        |
| a. Approved   |        |
| 2. <u>Matters arising</u>   |        |
| a. VSSC access audit – one done long ago, may need updating. GB to contact D Wilkes again.  | GB     |
| b. Parish Council grant £350 received. SM has also applied for other grant funding.   |        |
| c. Defibrillator list updated and on noticeboard.   |        |
| d. Quorum – reduction to 10% agreed at AGM. Less need to explore online voting/hybrid meeting now.  |        |
| e. Grand Prix events – changes agreed but agreeing who maintains club records is matter for another meeting.  | GB     |
| 3. <u>Treasurer's report</u>  |        |
| a. Finance update - £6,034 in bank, all EA subs paid to it. TC to chase NatWest re access for GB. Summer BBQ - £94 received so far.   | TC     |
| b. Sumup Reader Guide – TC almost finished this, and will now be 5-6 pages, inc screenshots. He has had an issue with account access which he is sorting with NotjustPCs.   | TC     |
| c. Club equipment purchase – we have the grant, now need coaches to firm up what they need for future sessions. SM has produced lists of various items & prices, and LM has also suggested new tent/flags for XC. TC to contact coaches for some clarity. | TC     |
| d. Coaches also want more members to be trained. GB to draft text for FB/newsletter.  | GB     |
| 4. <u>The club Facebook group</u>   |        |
| a. Agreed to have two Facebook groups – a private and a public. The former strictly enforced. GS to speak to Dee about setting up and admin of new one.   | GS     |
| b. Re Twitter account, SM contacting Vernon for activation code. The club's wider social media presence is an item for a future agenda.   | GB     |

5. New committee handover arrangements

- a. KC and LM have not had formal handover meetings yet, more like ad hoc advice. Discussion about the various leagues the captains are meant to organise teams for. GB to update and send them his EA structure guidance note about who does what.

GB

6. Committee agenda plan

- a. Circulated for information and any comments.
- b. Discussion about whether to change from Tues/Thurs meetings but agreed to stay as is for now. Mondays could be back up day.

All

7. Lingfield 10s

- a. Dave Nottidge (DN) has reminded committee that if we want to hold an event in 2024, we need to start planning now.
- b. Agreement of those present that the committee should 'support' holding another race but disagreement about who might carry the cost of any loss the race(s) might make.
- c. SM to contact DN to get further detail on the budget costs for 2022 races and to circulate the report the organisers produced on learning from the last event.

SM

8. Welfare issues

- a. SM clarified that this related to any matters raised with the club's welfare or wellbeing officers that might require action from the committee.
- b. LM raised wider issue of whether club should be supporting prospective members struggling with costs of membership, or getting running kit (eg second-hand pool). Requires further thought and any ideas to be presented for discussion.

All

9. Next meeting;

- Committee meeting - Monday, 17<sup>th</sup> July 6pm

Postscript

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