



Lingfield Running Club Committee minutes

Date: 18 November 2024

Location: Victoria Sports and Social Club

Attendees: Sally Alexander (SA), Tom Cartledge (TC), Liz McLennan (LM), Laura Stockwood (LS), Gary Spring (GS), Graeme Bennett (GB) and Brandon Webb (BW).

Apologies: Keith Chambers (KC)

Minutes of meeting on 7 October 2024

1. Approved.

2. Matters arising

- a. GS should be removed from bank access by end of week. TC
- b. First aid kits/risk assessment – GB to check with James K & EA site re recommendations for these. GB
- c. Entry to Southern and National XC Champs – some interest. GB to remind in newsletter. Captains keen to know National entries by 22 December. GB
- d. Online membership – LS to update on progress in January. LS
- e. Sandra Ankers has confirmed she will take over from Dee as Social Secretary in February. Dee will provide social media support. GB to put in newsletter. Agreed thank you present for Dee. SA
- f. Beginners running sessions – Sophie has started to advertise sessions, starting in January.

3. Treasurer's report

- a. Bank balance of £4,878.69 exc set aside for L10s.
- b. Unclear if we have 95 or 96 EA members – TC checking.
- c. Kit sales of £365; GS has ordered £264 new vests (only Ts and racer backs in future).
- d. Imberhorne School track fees going up to £18 per hour, and NotjustPCs website management fees going up to £12.40per month.

4. London Marathon club place

- a. GB expecting confirmation from by end of month. The number of entries allocated to a club is based on the number of first-claim members aged 18 or over at the club who are registered (affiliated, that is) with British Athletics. Clubs with 40-189 have one
- b. GB to advertise in newsletter/FB and confirm criteria for going into ballot for draw on 21 December. Cut off for applications is 19th. GB

5. Most improved runner

- a. Agreed GS should consider data other than Powerof10 in suggesting potential winners. GS to consult captains and coaches too. GS

6. Social media update

- a. Need to clarify position on member permissions for their pictures to go on club public social media. GB to invite members to tell the club if they do not want their images shared, after he has agreed appropriate wording with committee. GB
- b. New Social Media Policy agreed. GB to post on website and include link in updated handbook. GB
- c. James K has been updating public Facebook, Isla is managing Instagram. SA has had articles in local newsletters and is posting on community FB pages. To consider extending this to Edenbridge area. SA

7. Health and safety policy

- a. Committee approved new policy. GB to post on website and EA sites and advise members. GB

8. Open Grand Prix 2025

- a. LM explained plans for changes proposed in 2025, including adding some more options (but still just eight to count). LM to circulate after finalising with KC. LM
- b. GB noted how many more entries there had been in 2024 compared with 2023 (and 79 members did at least one GP event, compared with 69 the year before).

9. Coaching arrangements

- a. Agreed that a lead coach would help co-ordinate the activities and link them with club race timetables, and to take back Imberhorne track booking arrangements.
- b. SA to contact coaches as they should consider who is best placed to take on this role. SA

10. Website update

- a. SA, LS and Matthew S (MS) have met to finalise look of new website now that TC stepped back. Hope that Ian Grant should be able to implement by end of year.
- b. Many thanks to Ian and Tom for their work on this. Ian to receive gift to thank him for his considerable efforts. SA
- c. Future photo and file storage remains an issue. LS to ask MS and GB to seek NotjustPCs views. LS/GB

11. Draft club development plan (CDP)

- a. SA has circulated and invited comments or any omissions. Issues raised were location of club base and training facilities and whether there were other options. Also whether we should consider wider diversity issues such as our offer to para-athletes, diversity of club generally.

- b. Sports Club ruled out for now. GS to find out what access we might be able to get at Lingfield College. GS

12. James Cooper Community Run

- a. James will be completing his marathons with a special event on 31st December at Market Square, EG.
- b. He will start at 8am, should finish by 1pm. Members encouraged to support him.
- c. Agreed it would not be appropriate to use club card machine to act as conduit for public donations to his charity.

13. Safeguarding and welfare

- a. No issues to report.

14. Next meetings

- Committee meeting - Monday, 13 January 2025 at 6pm

Postscript

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