Committee Meeting Minutes

Date: 13th January 2025
Attendees: GRC Committee members
Time: **8**.30**pm**

1. Apologies

Richard Payne and Julia Hallam.

Present: Fraser Marshall, Kate Marshall, Darren Harley, Mathew Atter, Sam Jepson, Sarah High, Sylv Hull, Paul Jepson, Sam Dodwell, Nicci Whittaker, Richard Litchfield, Russel Whittaker, Russell Maksymiw and Zoë Wragg.

Actions

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club	FM	Ongoing
2	Complete the minutes of the 2023 AGM for review	DH	Ongoing
3	I Investigate possibility of membership form being fully online	FM	Ongoing
4	Confirm 1st Aid course numbers, prices, dates, etc.	KM	Ongoing
5	Look into run leader vest designs, costs, etc	SHull	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on 18th November 2024, were signed off by the Committee.

3. Finance

Julia messaged the Committee the following club bank balance figures.

Club bank balance figures as of 13th January 2025:

Bank Balance £2,520.80

Reserve Account (instant access) £1,018.55

Liquidity Account (35 days' notice) £4,944.13

Julia also informed the Committee that Sylv has been added as a signatory, and Andrew Pask removed as a signatory.

4. Membership

Kate informed the Committee of the following membership figures:

Total number of members now stands at 280.

Life Members: 3

1st Claim: 269

2nd Claim: 6

Foreign Athletes: 2.

Kate informed the Committee that Foreign Athlete membership runs by the calendar year. As such, Kate has been in touch with the 2 foreign athletes to ask whether they intend to rejoin the club. Kate let the Committee know that one of the foreign athletes would not be rejoining, and the other had yet to respond.

It was also confirmed, by the Committee, that the joining fee for members next year would be £30.

This is due to the registration increase from England Athletics.

Fraser informed the Committee that an online membership was now in test, with a view to making it live on the website soon.

5. Policies

Fraser informed the Committee that the club was able to achieve the England Athletics club standard. England Athletics are soon to demand all clubs meet their set of standards. The club is in a good position to achieve this status, which may open opportunities for England Athletics grants, funds, etc.

6. Correspondence

Nothing to report.

7. Club Welfare

Nicci gave the Committee some more information on the DBS definition of a 'vulnerable adult'. The Committee recommended that run leaders would require basic checks. This means that for a standard club run group, advanced DBS checks are not required.

8. Club Development

Sarah reported that she had made further enquiries with regards to a first aid course, and exact course details would be provided. Sarah suggested a 1-day course for 12 members, but this would be confirmed in the near future. Sarah agreed to follow this up, and Kate agreed to provide exact numbers for the course.

Action: Kate to confirm course numbers, prices, dates, etc.

9. Kit

Sam (Dodwell) informed the Committee that there had been £527 worth of kit ordered, with £120 of kit sold. Sam also asked the Committee for confirmation on the proceeds of the recent long-sleeved top sale. The Committee agreed that this was to go to the club. Sam also let the Committee know that there was currently a lead time of 6-8 weeks for kit orders. In light of this, the Committee agreed it would discuss further ordering of spring and summer kit in the near future.

Sam agreed to let Sylv know of any changes in kit, so she could update the club website accordingly.

The subject of the run leader vests/t-shirts was also discussed, as it was agreed that these would be useful for new members and beginners to identify the run leaders. Black t-shirts were the preferred option, but all options would be looked into.

It was also agreed that these would be subsidised by the club but would only be offered to regular run leaders.

Action: Sylv agreed to look into run leader vest designs, costs, etc

AOB

Summer Solstice - Sponsorship

Richard (Litchfield) informed the Committee that his company supports local clubs, teams, etc. Richard said he would look into ideas into sponsoring the Summer Solstice in some way, with the investment amount to be determined. This sponsorship would mean the company name on things like the lead car, bibs, banners, social media, etc. Richard agreed to send investment ideas to Nicci, who is the Summer Solstice Race Director.

Summer Solstice – County Champs

Nicci let the Committee know that she had received an email from Martin Waites, the Lincolnshire Athletic Association (LAA) Chairman, asking if the Summer Solstice would be considered as a 2025 LAA County Championship race. The Committee agreed to this, and a tick-box would be added in the Summer Solstice entry form to reflect this. It was also agreed that this development would also be added to any subsequent Summer Solstice advertising, social media, etc.

Sarah pointed out that members had previously been encouraged to volunteer for the Summer Solstice, but this could mean they weren't able to run in the LAA County Champs. It was agreed that for those that may be in contention for County medals could run the race but would be encouraged to volunteer for the tasks required in the days prior to race day.

The subject of RTO (Road Traffic Officers) was also brought up, as there is concern that the club may not have the required number available for the race. It was agreed that the RTO course would be promoted at some point within the club, and the possibility of asking other clubs, and the LAA, for available RTOs would also be looked in to.

The question of whether the Summer Solstice could be open to more entrants was raised, but it was agreed by the Committee that the number of entrants for the 2025 Summer Solstice would remain.

Presentation Evening

Sylv let the Committee know that she was still waiting for final confirmation on the food pricing for the Presentation Evening. The chef at the Masonic Hall had suggested a sharing platter for each table, rather than the buffet-style format of last year. This would mean no queuing for food, members taking too much food and there would be a greater variety too. Sylv also confirmed that there would be vegetarian and gluten-free options, and other members intolerances and preferences would also be catered for. The Committee agreed that this sounded like a great idea, and Sylv would find out more about this option, including costs.

The Committee agreed that the club would again subsidise the costs of the event. The exact price for members could not be decided yet, as this would depend on costs that were still to be determined. However, the Committee were confident that the price would be similar to last year.

Zoë reported that she was still waiting for the return of some of the trophies, and that all trophies would need to be returned to her by 24th January in order for them to be sent to the engravers.

Sylv raised the subject of a PA system for the event. Nicci commented that this was something she could kindly help with, via the Jubilee Church facilities.

Fraser asked about a raffle (or similar) at the Presentation Evening, with all proceeds going to a nominated charity. This was agreed by the Committee, and further work into this would be required (including asking for member donations). Fraser kindly agreed to look into this.

Newcomer Of The Year

Committee members were asked to nominate a member to be the recipient of the Newcomer of the Year trophy, which would be presented at the Presentation Evening. 2 members names were forwarded, and a vote was taken of those present. One member received the majority of the votes, and the details were noted by Zoë in order to sort out the trophy engraving.

Nathan Walker Trophy

All Committee members were also asked to submit their nominations for the Nathan Walker Trophy. These nominations would then be passed on to Ady and CJ Walker.

Date of Next Meeting

It was agreed that the next meeting would be on Monday, 24th February at 8.30pm.

Committee Meeting Minutes

Date: 24th February 2025
Attendees: GRC Committee members
Time: 8:00pm

1. Apologies

Richard Payne and Darren Harley.

Present: Fraser Marshall, Kate Marshall, Mathew Atter, Sam Jepson, Sarah High, Sylv Hull, Paul Jepson, Sam Dodwell, Nicci Whittaker, Richard Litchfield, Russel Whittaker, Russell Maksymiw, Julia Hallam, Rick Dobbs and Zoë Wragg.

Actions

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club.	Fraser Marshall	Ongoing
2	Complete the minutes of the 2023 AGM for review.	Darren Harley	Ongoing
3	Investigate possibility of membership form being fully Online.	Fraser Marshall	Ongoing
4	Confirm 1st Aid course numbers, prices, dates, etc.	Kate Marshall	Ongoing
5	Look into run leader vest designs, costs, etc.	Sylv Hull	Complete
6	The ongoing Polices agenda item can be removed going Forwards.	Darren Harley	Ongoing

7	Central list of policies to be maintained on an ongoing Basis.	Darren Harley	Ongoing
8	Run leaders to nominate names of individuals who they think would be suitable for ARC and also those who should do the full LiRF qualification to become a run leader. Sylv to then publish list of ARC run leaders on the website. Sam D will go out to active RLs for nominees.	Sylv Hull Sam Dodwell	Ongoing
9	Kate to pull together a spreadsheet to identify gaps in our current run leader capacity. Run Together also needs tidying to ensure everyone is still current and a GRC member.	Kate Marshall	Ongoing
10	Russ M to get quotes for banners and Zoe will find out from the Council regarding permissions of where we can put them. Sylv to liaise with the Grantham Journal regarding an article.	Russell Maksymiw/ Zoe Wragg/ Sylv Hull	Zoe Wragg (Complete)
11	Following the committee voting, the Nathan Walker Memorial Trophy presentation will move to the finale of the first half, the Points Trophy will be retired and the Club Champion/GP Champion trophies will become an amalgamated award. 2026 presentation evening group to note.	Presentation evening 2026 team to note	Ongoing
12	GP series group to communicate any changes in criteria to the club ASAP.	GP series group	Ongoing
13	Nicci will get an updated quote from the glassware company for 2 years' worth of stock.	Nicci Whittaker	Ongoing
14	Zoe to message Martin Carter and Ben Mason to ask if they can be RTMs on 20th June.	Zoe Wragg	Complete
15	Nicci to continue to investigate RTM/RTO training.	Nicci Whittaker	Complete
16	Nicci to find a suitable date in March for the parkrun takeover.	Nicci Whittaker	Complete
17	Sam and Sylv to publish the social event dates pending the amends discussed.	Sam Dodwell/ Sylv Hull	Ongoing
18	Paul to take the suggested date of the Lenton Predictor to the Parish for approval.	Paul Jepson	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on 13th January 2025, were signed off by the Committee.

3. Finance

Julia reported to the committee the following club bank balance figures.

Club bank balance figures as of 24th February 2025:

Bank Balance £2,673.07

Reserve Account (instant access) £1,019.70

Liquidity Account (35 days' notice) £4,956.33

Events figures:

Christmas Bash loss was £19.75

Awards Evening current loss is £748.83 – committee noted that this always run at a loss.

Beginners current profit £14.31

Summer Solstice current profit £1,561.12

4. Membership

Kate informed the Committee of the following membership figures:

Total number of members now stands at 281.

Life Members: 4

1st Claim: 271

2nd Claim: 6

Kate updated the committee that we aren't registering Foreign Athletes going forwards.

5. Policies

Fraser informed the Committee that the full suite of policies is now on the club website, meeting the England Athletics club standards, including the mandated Safeguarding Policy.

It was agreed that we need a central list of policies, including last ratified dates, that needs maintaining on an ongoing basis.

Action: Darren Harley to maintain the central list of policies.

Action: This agenda item can be removed from future meetings now.

6. Correspondence

Nothing to report.

7. Club Welfare

Nothing to report.

8. Club Development

Russell (Maksymiw) reported that following a meeting regarding the upcoming Beginning to Run course, he would like to put forward some individuals as ARC run leaders. The following were agreed by the committee as ARC:

- Daniel Wallace
- Catherine Wallace
- Brendon Buckley
- Yvonne Buckley
- Riley Maksymiw-Magan
- Matthew Atter

Action: Run leaders to nominate names of individuals who they think would be suitable for ARC and also those who should do the full LiRF qualification to become a run leader. Sylv to then publish the list of ARC run leaders on the website.

Action: Kate to pull together a spreadsheet to identify gaps in our current run leader capacity. Run Together also needs tidying to ensure everyone is still current and a GRC member.

The committee agreed to the purchasing of advert banners for the Beginners programme.

Action: Russ M to get quotes for banners and Zoe will find out from the Council regarding permissions of where we can put them. Sylv to liaise with the Grantham Journal regarding an article.

Russ informed the committee that to keep the graduation cost down, he will enquire with GTC about using the back meeting room as this will be sufficient space and a lower hire cost than previous years, which will also help towards t-shirt costs.

9. Kit

Sam (Dodwell) informed the Committee that there had been £628 worth of income on kit, with expenditure of £738.50 making a loss of £110.50.

Run leader tops have arrived and are being distributed.

AOB

Presentation Evening (including votes)

Following on from the presentation evening feedback meeting last week, voting took place regarding various awards moving forwards.

Conclusions below:

Vote to move the Nathan Walker Memorial Trophy to the finale of the first half:
Votes for yes – 9
Votes for no – 4

The committee agreed to retire the Points Trophy on the basis that another inclusive award will be created.

The committee agreed that the Club Champion Trophy and the GP Champion Trophy should become an amalgamated award.

The committee agreed that 3 different distances should be raced from the GP list for an individual to qualify.

Decisions will be made around keepsake trophies once we know the number of award winners early next year.

Action: Following the committee voting, the Nathan Walker Memorial Trophy presentation will move to the finale of the first half, the Points Trophy will be retired, and the Club Champion/GP Champion trophies will become an amalgamated award. 2026 presentation evening group to note.

Action: GP series group to communicate any changes in criteria to the club ASAP.

The committee looked around Jubilee Church community space as a potential venue for the 2026 presentation evening, this is looking like a great option.

Training Co-ordinator

Rick Dobbs has joined us in this role. Rick will be a central point off contact and will keep an awareness of what's out there. Rick offered to help Sam Dodwell with the Tuesday night efforts sessions too.

Summer Solstice Update

187 entries at present. The artwork competition went well, and we are currently in the process of gathering quotes for medals to compare.

There are thoughts around not having a beer this year but instead returning to the keepsake glass. If we don't add a date to this, we could buy in bulk to reduce the unit price and therefore use next year too.

Action: Nicci will get an updated quote from the glassware company for 2 years' worth of stock.

Nottinghamshire have agreed the road closures, we are just waiting on Lincolnshire.

Currently we are short of RTO's for the race day.

Action: Zoe to message Martin Carter and Ben Mason to ask if they can be RTOs on 20th June.

Financially it makes more sense to train people within the club, as opposed to us paying an outside company.

Action: Nicci to continue to investigate RTM/RTO training.

Parkrun takeover

The committee agreed to a GRC Belton Parkrun takeover which will be used as an opportunity to advertise both the Beginning to Run Programme and the Summer Solstice 10k race. We can have the gazebo up, hand out leaflets, QR codes, pacers etc.

Action: Nicci to find a suitable date in March for this. Richard agreed to be Run Director.

Social Update

Sam (Dodwell) shared with the committee a compiled list of social dates for 2025. The committee agreed they were happy with the timetable of events.

Action: Sam and Sylv to publish these event dates pending the amends discussed.

Equinox 24 – it was agreed that a recruitment drive should begin soon.

Canalathon – Kate said she is happy to arrange this for the agreed date of Saturday 24th May. Suggestion that we collect donations to take part that can go to the Beehive charity.

Club 5k Race on Friday 4th July – Andrew Pask will be the RD this year.

Lenton Predictor – 8th May is the agreed date. Event needs early promotion and explaining again to encourage participation.

Action: Paul to take the suggested date to the Parish for approval.

Action – Sylv to organise a social club quiz.

Date of Next Meeting

It was agreed that the next meeting would be on Monday 14th April at 8pm.

Meeting Closure.

Committee Meeting Minutes

Date: 14th April 2025
Attendees: GRC Committee members
Time: 8:00pm

1. Apologies

Darren Harley and Richard Litchfield.

Present: Fraser Marshall, Kate Marshall, Matthew Atter, Sam Jepson, Sarah High, Sylv Hull, Paul Jepson, Sam Dodwell, Nicci Whittaker, Russel Whittaker, Russell Maksymiw, Julia Hallam, Rick Dobbs and Zoë Wragg.

2. Minutes of last meeting

The minutes of the last meeting, held on 24th February 2025, were signed off by the Committee.

3. Actions from the last meeting

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club.	FM	Ongoing
2	Complete the minutes of the 2024 AGM for review.	DH	Complete
3	Investigate possibility of membership form being fully online.	FM	Complete
4	Confirm 1st Aid course numbers, prices, dates, etc.	KM/SHigh/RD	Ongoing
5	Look into run leader vest designs, costs, etc.	SHull	Complete
6	The ongoing Polices agenda item can be removed going forwards.	DH	Complete
7	Central list of policies to be maintained on an ongoing basis.	DH	Ongoing
8	Run leaders to nominate names of individuals who they think would be suitable for ARC and also those who should do the full LiRF qualification to become a run leader. Rick to contact Jason Blair regarding his request to train as a LIRF. Sylv to publish list of ARC run leaders on the website. All licensed LiRFs to be listed as ARC now too (plus Sam Jepson).	SD RD SHull	Complete Ongoing Ongoing
9	Kate to pull together a spreadsheet to identify gaps in our current run leader capacity. Run Together also needs tidying to ensure everyone is still current and a GRC member.	KM	Complete

10	Russ M to get quotes for banners and Zoe will find out from the Council regarding permissions of where we can put them. Sylv to liaise with the Grantham Journal regarding an article.	RM/ZW/ SHull	Complete
11	Following the committee voting, the Nathan Walker Memorial Trophy presentation will move to the finale of the first half, the Points Trophy will be retired and the Club Champion/GP Champion trophies will become an amalgamated award. 2026 presentation evening group to note.	Presentation evening 2026 team to note	Complete
12	GP series group to communicate any changes in criteria to the club ASAP.	GP series group	Complete
13	Nicci will get an updated quote from the glassware company for 2 years' worth of stock.	NW	Complete
14	Zoe to message Martin Carter and Ben Mason to ask if they can be RTMs on 20th June.	ZW	Complete
15	Nicci to continue to investigate RTM/RTO training.	NW	Complete
16	Nicci to find a suitable date in March for the parkrun takeover.	NW	Complete
17	Sam and Sylv to publish the social event dates pending the amends discussed.	SD/SHull	Complete
18	Paul to take the suggested date of the Lenton Predictor to the Parish for approval.	PJ	Complete
19	Lenton Predictor needs advertising and explaining ASAP, including a call out for volunteers. KM happy to be tail runner. Facebook event to be created.	SD/SHull/PJ	Ongoing
20	Kate will chase again on membership renewals at the end of month.	KM	Ongoing
21	Sylv to give KM an Instagram login in case there are membership queries in the messages.	SHull	Ongoing
22	RD to explore One Drive and SHull/KM/FM to tidy up the current dropbox files to free up some space.	RD SHull/KM/FM	Ongoing
23	Julia Hallam to advise Andrew Pask (RD) of the budget for Club 5k.	JH	Ongoing
24	NW to reach out to local garages to see if they will provide a lead car for the Solstice. Failing this we will ask club members if anyone has the relevant insurance.	NW	Ongoing
25	Rick shared that he is looking at the training runs we offer compared with what other clubs offer and will draw a comparison. Rick to show this at the next meeting.	RD/DH to note for agenda	Ongoing

4. Finance

Julia reported to the committee the following club bank balance figures.

Club bank balance figures as of 14th April 2025:

Bank Balance £1, 829.27

Reserve Account (instant access) £1,021.76

Liquidity Account (35 days' notice) £4,978.14

Events figures:

Awards Evening final figure loss is -£561.33

Beginners current profit £40.90

Summer Solstice current profit £857.85

Club 5k race current loss -£50.00

5. Membership

The current membership figures are:

Life Members: 4

1st Claim: 268

2nd Claim: 3

Kate informed the Committee of the following membership figures during this period of renewals:

109 renewals so far – 161 still outstanding.

7 resignations (figure includes the 2 foreign athletes).

5 new members.

ACTION: Kate will chase again on membership renewals at the end of month.

The possibility of offering a social membership has been explored and discussed, and it was agreed that we would not be pursuing this any further.

6. Correspondence

Nothing to report.

ACTION: SHull to give KM an Instagram login in case there are membership queries in the messages.

7. Club Welfare

Club welfare officers confirmed as Kate Marshall (lead), Sarah High & Gordon Geach.

8. Club Development

Russell (Maksymiw) reported that we have 10 signed up to the upcoming Beginning to Run course. He has another potential 10 interested. We will give this a push over the next 2 weeks running up to the launch date.

ACTION: Sam Jepson has been nominated as an ARC run leader as his LIRF has currently expired. He will need adding to the list. Sylv to publish an up-to-date list.

Rick updated that Martin Rodell & Richard Litchfield will be doing LIRF courses very soon. Jessica is delaying hers for now.

ACTION: Rick to contact Jason Blair regarding his request to train as a LIRF.

9. Kit

Sam (Dodwell) informed the Committee that there has been £939 of income on kit, with expenditure of £759, making a £180 profit for this financial year.

10. AOB

Dropbox storage
One Drive to be explored as an alternative. Rick to speak to Ross Warden about a "not for profit" account.

ACTION: RD to explore One Drive and SHull/KM/FM to tidy up the current dropbox files to free up space.

Club 5k beers
The committee agreed that the budget for this year's beer/cider & soft drinks would be £120.

ACTION: Julia Hallam to advise Andrew Pask (RD) of the budget for Club 5k.

Summer Solstice Lead Vehicle
We still require a lead vehicle for the Summer Solstice race. We must ensure that the driver has "business insurance" as this is not covered under club insurance as per England Athletics.

ACTION: NW to reach out to local garages to see if they will provide a lead car for the Solstice. Failing this we will ask club members if anyone has the relevant insurance.

Training Run Offer

ACTION: Rick shared that he is looking at the training runs we offer compared with what other clubs offer and will draw a comparison. Rick to show this at the next meeting. DH to note for the May agenda.

Date of Next Meeting

It was agreed that the next meeting would be on Monday 19th May at 8pm, online.

Meeting Closure.

Committee Meeting Minutes

Date: 19th May 2025
Attendees: GRC Committee members
Time: 8:30pm

1. Apologies

Fraser Marshall and Kate Marshall.

Present: Matthew Atter, Sam Jepson, Sarah High, Sylv Hull, Paul Jepson, Sam Dodwell, Nicci Whittaker, Russel Whittaker, Russell Maksymiw, Julia Hallam, Rick Dobbs, Zoë Wragg, Darren Harley and Richard Litchfield.

2. Minutes of last meeting

The minutes of the last meeting, held on 14th April 2025, were signed off by the Committee.

3. Actions from the last meeting

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club	FM	Ongoing
2	Contact Jason Blair regarding his request to train as a LIRF	RD	Ongoing
3	Chase membership renewals at the end of month	KM	Ongoing
4	Present an overview of the training runs the club offers, compared with other clubs	RD	Ongoing
5	Continue to organise the Beginners Graduation event	RM	Ongoing
6	Organise the creation of a Summer Solstice safeguarding statement	NW	Ongoing
7	Look into purchasing Summer Solstice trophies	NW	Ongoing
8	Send out an email, with a poll, to those choosing not to renew their club membership	DH	Ongoing
9	Investigate booking costs, logistics, etc of hosting an additional club 5K on a karting track	RD	Ongoing

4. Finance

Julia reported to the committee the following club bank balance figures.

Club bank balance figures as of 19th May 2025:

Bank Balance - £8, 749.81 (Increased due to Membership Renewals being received, Summer Solstice race entries and Beginners entries. This will reduce due to more Summer Solstice and Beginners expenditure to be paid.

Reserve Account (instant access) - £1,022.78

Liquidity Account (35 days' notice) - £4,989.06

Events figures:

Beginners current profit - £256.24

Summer Solstice current profit - £5,616.54

Club 5K Race current loss - £50.00

Equinox current profit - £240.00

5. Membership

Kate provided the current membership figures:

Life Members: 4

1st Claim: 274

2nd Claim: 4

Renewals status:

Renewed/new: 186

Not yet renewed/not yet paid: 96

Kate also confirmed that the England Athletics cut-off date for renewals is 30th June 2025.

6. Correspondence

Nothing to report.

7. Club Welfare

Rick let the Committee that he has spoken to England Athletics regarding the 1st aid status of run leaders (and coaches). England Athletics has informed him that LiRF run leaders have automatically attained the appropriate 1st aid training, through their renewal the LiRF course. It was therefore deemed that further 1st aid training would not be required for these run leaders. The possible exception to this could those run leaders that hold fell qualifications, in which case this subject would be looked into at a later date pending further information.

8. Club Development

Russell (Maksymiw) reported that the Beginners group was going well, with no dropouts so far. Russell also informed the Committee that there had also been some more signing on after the start date.

Regarding the Beginners Graduation, Russell let the Committee know that the Tennis Club have quoted £250 to host the event. However, Russell has managed to book the Garden Yard for the event at a cost of £150. The club would provide the buffet, and Penny Hodges will let Russell know how many Beginners t-shirts we have from previous years, with the club ordering the rest as and when required.

ACTION: Russell M to continue to organise the Beginners Graduation event.

9. Kit

Sam (Dodwell) informed the Committee that there was currently a healthy stock of club kit, and there were no further actions required at this moment in time.

10. AOB

Summer Solstice

Nicci informed the Committee that the Summer Solstice had now sold out. Nicci also let the Committee know that a Safeguarding Statement was required for the Summer Solstice, separate from the club statement. This would be created in due course, with Kate and Fraser Marshall agreeing to go over this document prior to sign-off.

ACTION: Nicci to organise the creation of a Summer Solstice safeguarding statement.

Sarah agreed to be the safeguarding point of contact on the night of the Summer Solstice.

Nicci asked the question of whether the Summer Solstice pacers are required to be LiRF or ARC run leaders. Rick commented that it was his understanding that many other events, who also have pacers, do not have this provision. It was agreed that the Summer Solstice pacers would not need to be LiRF or ARC run leaders.

A discussion followed regarding whether the Summer Solstice prize winners should receive a trophy this year or receive cash as per previous years. It was agreed within those present that the overall 'winners' (1st – 3rd) would receive a trophy (no cash), with the age group winners receiving cash only.

ACTION: Nicci to looking into purchasing Summer Solstice trophies.

Non-returning Members Questionnaire

Darren raised the issue of whether the club should send out a single email, with a poll, to those current members that choose not to rejoin. This would be confidential and would be for Committee purposes only in order to try and learn from non-renewing members. It was agreed that Darren would send out this email, after the England Athletics 30th June renewal deadline.

ACTION: Darren to send out an email, with a poll, to those choosing not to renew their club membership.

Cross-country medal

Sarah informed the Committee that she was now in possession of the Lincolnshire cross country medals. Sarah suggested these could be presented at one of the club social runs, which the Committee agreed with.

Extra Club 5K race

Rick submitted an idea of staging an additional club 5K race, this time on a karting track. This would allow the club to invite other clubs from the area, as a local track could facilitate a larger number of runners. The tracks are often flat, safe and have good facilities for those present. Rick agreed to look into this further.

ACTION: Rick to investigate booking costs, logistics, etc of hosting an additional club 5K on a karting track.

Date of Next Meeting

It was agreed that the next meeting would be on Monday 7h July at 8pm, at the Jubilee Church.

Meeting Closure.

Committee Meeting Minutes

Date: 14th July 2025, 8.30pm
Attendees: GRC Committee members
Location: Jubilee Church, Grantham

1. Apologies

Richard Litchfield, Matthew Atter & Sarah High.

Present: Fraser Marshall, Kate Marshall, Sam Jepson, Sylv Hull, Paul Jepson, Sam Dodwell, Nicci Whittaker, Russel Whittaker, Russell Maksymiw, Julia Hallam, Rick Dobbs, Zoë Wragg and Darren Harley.

2. Minutes of last meeting

The minutes of the last meeting, held on 19th May 2025, were signed off by the Committee.

3. Actions from the last meeting

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club	FM	Ongoing
2	Send out an email, with a poll, to those choosing not to renew their club membership	DH	Ongoing
3	Investigate booking costs, logistics, etc of hosting an additional club 5K on a karting track	RD	Ongoing
4	Training summary of local clubs to be created and sent out to all members	RD	Ongoing
5	Russell to get feedback from the beginner's group on ideas for next year	RM	Ongoing
6	Look into Dropbox (or suitable alternative) storage options	RD	Ongoing

4. Finance

Julia reported to the committee the following club bank balance figures.

Club bank balance figures as of 14th July 2025:

Bank Balance: £7,720.52 (this will reduce due to Summer Solstice expenditure to be paid)

Reserve Account (instant access): £1,024.66

Liquidity Account (35 days' notice): £5,009.68

<u>Events</u>

Beginners: loss of £115.30

Equinox: loss of £5.60 fees (members are paying for this directly now, via Equinox links emailed to them)

Club 5K Race: loss of £365.13 (£86.96 less than last year)

Summer Solstice: current profit of £4,744.08 (however, there are still expenditures to pay)

5. Membership

Kate provided the Committee with the latest membership figures:

Life Members: 4

1st Claim: 248

2nd Claim: 3

This includes 8 new members who have joined from the beginner's section.

<u>Resignations</u>

Indicated non-renewal: 12

Not renewed: 32

Foreign athletes: 2

6. Correspondence

Nothing to report.

7. Club Welfare

The Committee were made aware of three individual member complaints that had been received as a result of the Club 5K run, in relation to the attitude of an individual involved in the run. This centred on the use of bone-conducting earphones. The Committee agreed that lessons needed to be learned from these complaints, in particular the information provided to runners and in relation to speaking to other club members. The complaints are currently ongoing, and the Committee will be kept up to date on these.

The Committee was also informed that a previous complaint from a member had now been resolved.

8. Club Development

The Committee was made aware that more members were keen to undertake the LiRF course. It was agreed that this would be a good idea. It was agreed that these members should be reminded that they must pay for this course themselves up front, and they will be reimbursed after they have led a set number of training sessions (at present, this is 10 sessions). This current process was discussed by the Committee, with various suggestions made, including whether the club should pay half as a deposit, and the number of club runs the member must undertake before being reimbursed.

9. Kit

Sam (Dodwell) informed the Committee that there was a sufficient stock of club kit, and no new orders were required at this moment in time.

10. AOB

Summer Solstice

Nikki presented the Committee with a detailed report from the Summer Solstice. This included feedback from the race volunteers, and ideas for improving the race for next year.

Nikki reported that there were 546 places available for the race, with 431 participants. It was agreed that this was probably down to the hot weather, with some 'elite' athletes deciding not to take up their place due to the heat.

With the current measurement licence expiring, an alternative venue was discussed. This includes moving the race to Ropsley and also introducing a cut-off time. It was agreed that this would be discussed in due course.

Beginners

Russell informed the Committee that 22 people had completed the sessions, with only 2 dropping out. 8 of these beginners had now joined the club as members. Russell also let the Committee know that the beginners' t-shirts had now arrived. The graduation was a great success, and the owner of the The Garden Yard generously let the club hire the venue for free, for which the club is extremely grateful. The subject of the cost of the beginners' program for next year was raised, with the suggestion that the t-shirt be an extra (and presented to participants at the beginning of the program, rather than at the graduation) and increase the (non-returnable) fee to £20. It was also suggested that a club buff could be an option, or discount off the price of a club vest. It was agreed that this would be discussed, and decided, at a later date.

Action: Russell to get feedback from the beginner's group on ideas for next year.

Club 5K

The subject of the Club 5K timing and finishing was discussed. The idea of changing it to a format similar to Cross Country was debated, or the parkrun format (tokens, bar codes, etc). It was agreed that this would be discussed at a later date, along with the possibility of the club buying chip timing for future events.

Additional Club 5K

Rick updated the Committee on the possibility, costs, etc of the club hosting a separate 5K, in a different location. Rick had contacted both Ropsley and Ancaster Karting to ascertain costs, and any logistical issues. Rick agreed to chase Ropsley Karting, as they had yet to return his call. Ancaster Karting had provided a quote of £1000+ to hire out the track. The course was approx. 2K per lap, whilst the Ropsley track was slightly longer. It was agreed that Rick would further up this interest and inform the Committee at a later date.

Russel informed the Committee that he had found a route around the Ancaster and Wilsford area. On a recce run, Russel stated that there were very few cars on the route, and there was plenty of parking for runners.

Barkston Heath was also mentioned as a potential route, and it was agreed that these options would be discussed in due course.

Club Training

Rick presented an overview of the training runs offered by other local clubs, and the cost of memberships. The Committee concluded that compared to other running clubs, GRC offered value for money, being cheap and putting on a large amount of accessible training sessions. It was agreed that this information should be summarised and sent out to all members (with the option for members to feed back on this information).

Action: Training summary of local clubs to be created and sent out to all members.

Dropbox

The Committee was informed that the club Dropbox account required more storage. Rick informed the Committee that options with Ionos (who host the club email addresses) were available and would be investigated.

Action: Rick to look into storage options.

London Marathon club ballot

Russell raised the subject of the London Marathon club ballot and voiced his concerns over the current format. Various ideas were provided to the Committee, including making one of the club places available to members who hadn't run a marathon before, or only letting members enter the ballot once. Another Committee member also questioned whether there should be a separate entry criterion, such as the member having undertaken a half marathon in a set time in order to enter the ballot. It was agreed that that this would be discussed at the next Committee meeting, with the intention being that the ballot would still be drawn at the 2025 AGM.

Date of Next Meeting

It was agreed that the next meeting would be online, on Sunday 7th September at 8pm.

Meeting Closure.

Committee Meeting Minutes

Date: 7th September 2025
Attendees: GRC Committee members
Time: 8pm

1. Apologies

Fraser Marshall and Kate Marshall.

Present: Richard Litchfield, Matthew Atter, Sam Jepson, Sarah High, Sylv Hull, Paul Jepson, Sam Dodwell, Nicci Whittaker, Russel Whittaker, Russell Maksymiw, Julia Hallam, Rick Dobbs, Zoë Wragg and Darren Harley.

2. Minutes of last meeting

The minutes of the last meeting, held on 14th July 2025, were signed off by the Committee.

3. Actions from the last meeting

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club	FM	Ongoing
2	Send out an email, with a poll, to those choosing not to renew their club membership	DH	Done
3	Investigate booking costs, logistics, etc of hosting an additional club 5K on a karting track	RD	Ongoing
4	Training summary of local clubs to be created and sent out to all members	RD	Done
5	Russell to get feedback from the beginner's group on ideas for next year	RM	Ongoing
6	Look into Dropbox (or suitable alternative) storage options	RD	Done

4. Finance

Julia reported to the committee the following club bank balance figures.

Club bank balance figures as of 7th September 2025:

Bank Balance £6,579

Reserve Account (instant access) £1,026.46

Liquidity Account (35 days' notice) £5,028.59

Events

Summer Solstice profit: £3,488.68

Christmas Bash current loss: - £290.05

5. Membership

Kate provided the current membership figures in her absence:

Life Members - 4

First Claim - 257

Second Claim - 3 (plus one query)

TOTAL - 266 (plus one query)

Kate reported that the query related to an individual that has paid the club the Second Claim fee, but has not actually paid their First Claim fee, and so is not EA registered. Kate has contacted the member and indicated that they either need to pay their First Claim club asap or go through the EA change of club process (to be First Claim with GRC and pay their competition license).

Sylv also informed the Committee that there had been 34 new members who had joined using the club website Online Membership facility.

6. Correspondence

Nothing to report.

7. Club Welfare

Nothing to report.

8. Club Development

It was reported that Peter Bonner had completed his LiRF course, and Richard Litchfield was in the process of undertaking the course. The Committee was also informed that a member was part-way through their course but is currently not in a position to complete in the near future. Sylv raised the issue of how some training sessions were promoted, as not all sessions were as well attended as hoped. Ways to promote these training sessions were discussed, including Facebook posts and emailing all members with a description of what these sessions entail.

The ongoing subject of club first aid requirements was also raised, and it was agreed that a call involving all relevant stakeholders would be arranged, in order to 'thrash out' what is needed.

ACTION: Committee to publicise new run leaders and coaches on the website, and social media

ACTION: Committee to arrange an online meeting with all stakeholders to define first aid requirements

9. Kit

Sam (Dodwell) informed the Committee that he had recently made a kit order of £636, which will be used to top up the existing kit stock. Sam reported that this was required as there had been a few sales recently.

10. AOB

Summer Solstice 2026

Nicci raised the subject of next year's Summer Solstice. She informed the Committee that the current course measurement certificate had now run out. The Committee agreed with Nicci that next year was an ideal time for a new course, and the Committee agreed that the Summer Solstice organising team would investigate Ropsley as a location for the 2026 Summer Solstice. Further possible course details were discussed (including the fact that, at this moment in time, Lincolnshire County Council do not charge for road closures for this event), and it was decided that this would be discussed again after the AGM. Nicci kindly volunteered to be Race Director again, which the Committee agreed to. She also let the Committee know that work on the 2026 Summer Solstice race would start imminently. The Committee also discussed the possibility of the club purchasing chip-timing equipment. This would initially involve a large financial outlay but, due to the current cost of hiring the equipment, would be expected to repay itself within a few years. It was agreed that this would be investigated after the AGM.

2025 AGM

The Committee agreed that the 2025 AGM would be held on Friday, 24th October, in the Jubilee Church Life Centre. The process of organising the AGM would begin in due course.

Julia informed the Committee that she would be stepping down from her role of Treasurer, and Sam (Jepson) informed the Committee that he would be stepping down from his role of Men's Captain, and from the Committee.

ACTION: Committee to organise the 2025 GRC AGM

London Marathon Club Ballot

The subject of the London Marathon club ballot was discussed at length, with the ballot criteria in particular debated. It was agreed that the criteria for the ballot this year would be amended, with the exact changes being discussed further on the Committee WhatsApp group. The Committee agreed that any changes would be voted on by the Committee members in the coming days and weeks, and the new criteria related to all members in due course.

The ballot itself would take place during the 2025 AGM.

Date of Next Meeting

It was agreed that the next meeting would be the 2025 AGM.

Meeting Closure.

Committee Meeting Minutes

Date: 3rd November 2025
Attendees: GRC Committee members
Time: 8pm – 9.35pm.

1. Apologies

Sam Dodwell.

Present: Fraser Marshall, Kate Marshall, Ros Sadler, Julie Gilbert, Matthew Atter, Cameron Hoggan, Sarah High, Sylv Hull, Nicci Whittaker, Russel Whittaker, Russell Maksymiw, Rick Dobbs, Zoë Wragg and Darren Harley.

2. Minutes of last meeting

The minutes of the last meeting, held on 7th September 2025, were signed off by the Committee.

3. Actions from the last meeting

Task	Description	Responsible	Status
1	Seek further advice on the legal status of the club	FM	Ongoing
2	Investigate booking costs, logistics, etc of hosting an additional club 5K on a karting track	RD	Ongoing
3	Get feedback from the beginner's group on ideas for next year	RM	Ongoing
4	Co-ordinate Category B First Aid training	Committee	Ongoing
5	Assess, and decide on, a suitable external First Aid training provider	Sylv H	Ongoing
6	Make initial contact with the Meres regarding possible location for training runs	ZW	Ongoing
7	Announce the 2026 Grand Prix race list to all members before the end of the year	ZW	Ongoing

4. Finance

Cameron reported to the committee the following club bank balance figures.

Bank Balance: £6,900.37

Reserve Account (Instant Access): £1,028.30

Liquidity Account (35 Days' Notice): £5,047.66

Bank Account Changes

Request in with NatWest to add Cameron as a signatory. This should be complete within the next few days.

Event Summaries

Christmas Bash: Current profit of £863.50

2025 AGM: No cost

5. Membership

Kate provided the Committee with the current membership figures:

Life Members: 4

First Claim: 265

Second Claim: 3

Total: 272

6. Correspondence

Nothing to report.

7. Club Welfare

The subject of the current status of run leaders was raised, in respect to DBS checks, appropriate qualifications, etc. Kate reported that England Athletics position is that it is up to the coach/leader to be appropriately qualified for the activity they undertake. Kate confirmed to the Committee that she is able to view the license expiry date, first aid, safeguarding and DBS status of coaches and leaders via the EA portal. She monitors this closely and when a leader goes to a status of 'expiring soon', she contacts them to indicate that they should have had renewal advice from the EA but if they are at all unsure, she will provide guidance. She and the welfare officers also support the completion of DBS checks.

It was further noted that leaders/coaches who already hold first aid qualifications can lodge details with the EA by emailing their certificate to firstaidtrainingcertification@uka.org.uk

8. Club Development

First Aid Training

The Committee have sought to get clarification on our first aid requirements, and whether Category C was necessary given the nature of GRC club runs.

Category C is required for:

i) coaching/leading at **remote or hard to access locations** where there is not an Emergency First Aider present and where help may take a long time to arrive
ii) anticipated first aid response time is more than 30 minutes.

GRC have sought clarification on what the definition of "remote or hard to access" locations are, consulting England Athletics (EA), East Midlands Ambulance Service (EMAS) and the Office for National Statistics (ONS).

England Athletics confirmed that it is down to the discretion of the club to determine whether the locations where runs are taken are "remote". However, having described commonly used GRC routes, Hayley Cooper, EA Member Engagement Officer confirmed that they would not expect footpaths and bridleways on the outskirts of large towns and villages to meet the definition of remote. Although the EA cannot make hard and fast recommendations and definitions, they characterise remote areas as moorland, mountains, deep forests, beaches etc.

EMAS confirmed they do not classify Grantham and the surrounding areas as remote from an emergency services perspective. They advised that it should be mandatory for all run leaders to carry a phone with the What3Words and Defib apps installed (app details to be shared with Coaches and Run Leaders). The Committee will be implementing this requirement with immediate effect.

The ONS define a "remote" area as "that which is not near a small urban settlement". This is further clarified as being "not commutable in a car within 30 minutes". Grantham is classed as an 'Intermediate Urban Area' and is surrounded by a road network.

A further check on the proximity of access to the running routes cited as problematic, and other examples, was undertaken to further assess their safety with the following findings:

Surprise View - 0.5 miles to Casthorpe Road (9-minute walk).

Canal - Intersected by roads and bridges every half mile. The longest uninterrupted stretch is less than 1 mile to the nearest road (25-minute walk).

Hills and Hollows - Furthest point to Alma Park is 0.25 miles (5-minute walk).

Londonthorpe Woods - 0.19 miles from the centre to the carpark (4-minute walk).

Bellmount Tower - 0.42 miles from the carpark (4-minute walk).

Barkston - 0.9 from the road at the furthest point (17-minute walk).

Given all information and after discussion, the committee is satisfied that Category B first aid training is sufficient for the routes we use and are now undertaking the organisation of training for those run leaders who require this qualification.

Action: All run leaders to undergo Category B First Aid training.

The location of the First Aid training was discussed, with the Jubilee Church being proposed. The Committee agreed to contacting the current run leaders with a view to sorting out an appropriate date for the training. Further information on other First Aid qualifications the run leaders have would also be gathered. It was also agreed that this First Aid training would be undertaken in the New Year.

Retrospectively, Sylv informed the Committee that she had found a 1st Aid provider, who would come to us, who would provide a course designed for Category B. The cost of this would be £80 per person (with a minimum of £480 + VAT).

Actions: Sylv to assess, and decide on, a suitable external First Aid training provider.

The Committee also debated whether the ARC run leaders would also require Cat B First Aid training. It was agreed that this was possible but would depend on numbers and whether there was sufficient space on the training course.

The Committee notes that all club runs undertaken in line with the club's risk assessments remain fully insured, even while the club arranges for the required First Aid training to be delivered.

9. Kit

In his absence, Sam sent the following information to the Secretary.

There have been £221 kit sales so far, this financial year. There is more kit on order, which Sam is expecting to arrive at some point this month. Sam is also going to do a check on the club Hi-Viz stock, as he may need to put an order in for 50 more.

10. AOB

Summer Solstice 2026

Nicci informed the Committee that the Summer Solstice course measurement had been booked in for December. The cost of this would be £185 and would be valid for 10 years.

The subject of the club purchasing chip timing was raised. Rick let the Committee know that he had the costs, which he would share with the Committee in due course. It was estimated that buying our own chip timing would pay for itself within 2 years, and could also be used for other club activities, like the Club 5K and club Handicap runs.

However, it was agreed that with a new location, course, etc there were enough new things to manage without having to worry about the chip timing. Therefore, the Committee agreed that we should use an external timing company for Summer Solstice 2026, but purchasing chip timing would be discussed in the near future.

Nicci also let the Committee know that she had contacted Lincolnshire County Council regarding road closures for the race. It is hoped that not all the roads affected by the race would need full closure, as some would only require partial closure. Exact details on this would be communicated in due course.

Julie raised the question of Road Traffic Officers (RTOs), and whether we would need more than we did for the race last year. The Committee was informed that hiring external RTOs was very expensive, so if the need arose then the club would look into training club members. It was agreed that this would be looked into nearer the time.

Training Run Venue

The current, and future, location of training runs was debated by the Committee. Several Committee members raised the option of returning to the Meres, as per pre-Covid. It was felt that the Meres would provide more parking spaces for participating members, it was an easy location to meet, there would be new training routes, and all runs could leave from the same location. The Squash Club was also discussed as a location, which had ample parking and would open up more routes.

Action: Zoë to make initial contact with the Meres regarding possible location for training runs.

Club GP

The club Grand Prix was discussed, in particular the engagement, and participation, of the current GP. The Committee was informed that some of the races on the GP only attracted 2 or 3 members, so it was agreed that the GP race list for next year would need to be looked at. Zoë felt that more, regular, updates on the status of the GP would help with engaging with members. Russel, in his capacity of new Men's Captain, agreed to take this on in the New Year. The Committee felt that some new ideas should be considered for next year, including the addition of a club handicap to the race list. The Committee agreed that an effort should be made to increase the GP numbers. The subject of the GP was to be discussed further by the Committee, as it was argued that the current GP format is not working as well as was hoped.

Action: Zoë to announce the 2026 Grand Prix race list to all members before the end of the year.

2026 Presentation Evening

The Committee agreed that the 2026 Presentation Evening would be held on Saturday, 7th February 2026, in the Jubilee Church Life Centre. The process of organising the Presentation Evening would begin in earnest in the New Year. The subject of food provided was raised, and Nicci let the Committee know that a previous function at Jubilee Church Life Centre included various cheeses, breads, charcuterie boards, etc. It was agreed that this would be the preferred option but would also be finalised in the New Year.

XC

Fraser reminded the Committee that the club was committed to helping Grantham Athletic Club (GAC) with the hosting of the Cross Country race at Stroxston. Fraser informed the Committee that 15 volunteers were required, and he was pleased to announce that 12 club members had already come forward. Fraser also let the Committee know that it was expected that a second Cross Country race, at Belton House, would also be staged. This would be hosted entirely by GRC, with further details to be established.

Track Sessions

Russell raised the subject of club track sessions, at the Meres, as he informed the Committee that a few members now regularly attend the GAC track session on a Wednesday evening. Russell asked whether these sessions could be led by club run leaders, as GAC no longer have coaches for middle distances. With winter approaching, the Committee agreed that this could be a good idea, but further investigation and discussion would be required. The possibility of the club making a financial contribution to these track sessions was also raised, and the Committee agreed that this would also be considered.

Club Container

In his absence, Sam let the Secretary know that he had purchased a new lock for the club container.

Social Runs

In his absence, Sam let the Secretary know that there was a 'chip run' planned at Ropsley, on Thursday 20th November, a 'Christmas Lights' run on Thursday 18th December and the Christmas Eve run from the Tollemache pub at 8am.

Date of Next Meeting

It was agreed that the next Committee meeting would be online, on Monday 8th December.

Meeting Closure.