



Committee Meeting Minutes

Minutes

Date: 18th January 2021

Attendees: GRC Committee members

Time: 20.00

1. Apologies

Jack Dodwell

Ian Williams

2. Actions

#	Description	Responsible	Status
1	Create a new member welcome pack	SJR, SH & AP	Ongoing
2	Include a 'site maintenance' website notice	DH/KB	Ongoing
3	Start up the Member of the Month again	JD	Ongoing
4	Present a Summer Solstice timeline at the next committee meeting	GG	Ongoing
5	Explore the possibility of running the 'Couch-2-5k' course next year	KM	Ongoing
6	Add the new club kit website link into GRC website	DH/KB	Ongoing
7	Highlight the GRC kit Facebook post on a monthly basis	DH	Ongoing
8	Organise GDPR meeting in regard to GRC website	GG	Ongoing

9	Look into producing Age Grading Certificates	AP	Ongoing
10	Send out Nathan Walker Trophy criteria to committee members	GG	Ongoing
11	Committee to suggest nominees for the Nathan Walker Trophy & create a poll to reduce the nominations to 3	JD	Ongoing
12	Remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
13	Complete the Policy documentation (including club roles and responsibilities, complaints/discipline policy and privacy policy) and send out for review when completed	AP	Ongoing
14	Contact club member who made a complaint with regards to another member Facebook post	GG/SH	Ongoing

3. Kit Update

Aaron to query the subject of training shorts, with the external selling site, with regards to whether they will be on the site, and whether they will only accept bulk orders on this item.

Aaron also informed the committee that male leggings were not deemed popular enough (by the external selling site) to be included on their site.

Action: Webmasters to add the new club kit website link into GRC website

4. GDPR

Fraser Marshall joined the meeting.

Fraser gave details of the outline of GDPR for a running club and informed the committee that one possibility of notifying members of GDPR would be to add information to the Membership Renewal Form. GDPR information could also be added to the GRC website.

Action: Gordon to organize a GDPR meeting with Fraser, Kris & Darren to talk over GDPR in relation to the website.

5. Presentation Night 2021 – Nathan Walker Trophy

Presentation Night

It was agreed that it would not be possible to stage a presentation evening this year due to ongoing Covid restrictions.

The subject of the Age Grading Certificates was discussed, and it was agreed that this would be looked into further.

Action: Andrew to look into producing Age Grading Certificates for applicable members.

Nathan Walker Trophy

The committee will suggest nominees for the Nathan Walker Trophy, and a poll will be created to reduce the number of nominations to 3.

The committee will then put forward the names of the 3 nominations who are to be considered for the trophy.

Action: Gordon to send out the criteria to committee members.

Action: Jack to create a poll for the committee members to select the 3 candidates.

6. Responses from Chairman's letter

The response to the Chairman's email was overwhelmingly positive.

It was reported that there were a few concerns from a small number of members with regards to cliques within the club.

7. Finance

Gordon confirmed that the current account balance remained at £13,298.96.

Action: Gordon to remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady).

8. Membership

Gordon confirmed the total membership number remained at 208:

1st Claim – 200

2nd Claim – 8

9. Policies

The club policy documents (including club roles and responsibilities, complaints/discipline policy and privacy policy) are being finalised and will be sent out to committee members, when they are completed, for review.

Action: Andrew to complete the Policy documentation and send out for review when completed.

10. Correspondence

Information with regards to England Athletics Cross Country changes was sent out to members via the GRC Facebook page.

England Athletics fun packs for children to do during the current lockdown were also sent out, again via the GRC Facebook page.

11. Virtual Events

The John O’Groats to Lands End challenge was set up and has now been completed.

A 5k challenge, run over 4 consecutive weeks, has also been established and is ongoing.

Future virtual event ideas were also submitted, such as a run to a European city, or shorter virtual races such as a 1-mile challenge.

It was suggested that a another 5k challenge over 4 consecutive weeks could be set up again, and a similar event over 1 mile.

12. Beginners

The committee discussed the possibility of a virtual ‘Couch-2-5K’, and the logistics involved.

This would be for current members only, and could include a dedicated Facebook page which would include information on runs, speedwork, etc.

For new runners (non-GRC members), it was agreed that the emphasis would be on time, rather than distance. Instead of “Couch-2-5k”, it should be a case of “run for 30 minutes”.

The “10 Weeks 2 10k” course would not be provided as such, but a ‘next level’ set of training would be considered. This could include longer

distance runs, speedwork, etc and would be open to all Couch-2-5k “graduates”.

The question of when these might be able to start was discussed, with May, June or July being a possibility. If so, this would need advertising in March.

A location for the start of these sessions was also debated, with the Tennis Centre, Queen Elizabeth II Park and Welham Street among consideration. This will be discussed further.

It was agreed that, due to current restrictions, the usual BBQ would not be possible for “graduates”. Other ‘graduation’ alternatives were discussed.

13. Any Other Business

Offensive Facebook Post by GRC Member

It came to the attention of the committee, via a club member, of a post on Facebook that caused particular offence.

This Facebook post was posted by another club member on their personal Facebook page.

Due to the post being on a personal Facebook page, and not the GRC Group Facebook page, it was agreed that there wasn’t much the committee could do.

Action: A Club Welfare Officer is to contact the club member who made the complaint, to explain that the committee had acknowledge the complaint and to reassure them that these things are taken seriously and actioned where possible.

Race Reports

All the race reports are currently up to date.

The current 5k series is to be documented after completion and sent to the Grantham Journal.

The John O’Groats to Land’s End challenge report would also be sent to the Grantham Journal.

Coaching

The issue of the coaching currently available to members was discussed.

The possibility of club coaches providing individual plans for members, or to provide coaching tips, was talked about.

It was agreed that the issue of training would be discussed at the next committee meeting.

14. Date of Next Meeting

Date was agreed for Monday, 22nd February 2021 at 8pm.



Committee Meeting Minutes

Minutes

Date: 22nd February 2021

Attendees: GRC Committee members

Time: 20.00

1. Apologies

Ian Williams

2. Actions

#	Description	Responsible	Status
1	Create a new member welcome pack	SJR, SH & AP	Ongoing
2	Present a Summer Solstice timeline at the next committee meeting	GG	Ongoing
3	Explore the possibility of running the 'Couch-2-5k' course next year	KM	Ongoing
4	Highlight the GRC kit Facebook post on a monthly basis	DH	Ongoing
5	Organize GDPR meeting in regard to GRC website	GG	Ongoing
6	Produce Age Grading Certificates	DH	Ongoing
7	Send out Nathan Walker Trophy criteria to committee members	GG	Ongoing

8	Committee to suggest nominees for the Nathan Walker Trophy & create a poll to reduce the nominations to 3	Committee	Ongoing
9	Remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
10	Contact club member who made a complaint with regards to another member Facebook post	GG/SH	Ongoing
11	All committee members to review the Policy documentation before final acceptance	Committee	Ongoing
12	Get further information with regards to setting up a club 'lottery'	JD	Ongoing
13	Send out 10k inter-club virtual challenge email, as part of members update	AP	Ongoing

3. Kit Update

Aaron informed the committee that there were no more small, medium or large sizes left in stock of the club hoodies. These sizes were available in the zip up tops though.

4. Beginners

Further information and guidance from England Athletics is being monitored.

Kate is to speak to the Tennis Centre with regards to a base for any beginners group.

Kate informed the committee that she has had a number of enquiries (both from last year and new enquiries) with regards to a beginner's group, and she is in a position to move quickly if required to.

5. EA Regional Council Elections

Gordon contacted a club member with regards to this subject, but no reply has been received and as such this matter will now be closed.

6. Finance

Gordon notified the committee that the club previously received two Thunder Run entry payments from runners who are no longer members of the club.

It was agreed that these runners would be refunded their entry fee.

7. Membership

Gordon confirmed the total membership number remained at 208:

1st Claim – 200

2nd Claim – 8

Gordon also confirmed that the membership would remain the same as last year (£25).

8. Policies

The club policy documents (including club roles and responsibilities, complaints/discipline policy and privacy policy) are completed and are waiting for the committee to review.

Action: All committee members to review the documentation before final acceptance.

9. Correspondence

Andrew informed the committee of an approach from Sleaford Striders, in regard to an inter-club virtual race.

This has now been set up and is due to commence on 1st March 2021.

Andrew also informed the committee that this now involves 5 teams in total, as teams from Lincoln and Stamford have also signed up for the virtual challenge.

10. Virtual Events

There is a 3K virtual event in progress, as well as the 10K inter-club challenge as mentioned in section 9.

11. Summer Solstice

There was nothing to report on the Summer Solstice.

12. Club Welfare

Gordon will be attending the Time2Listen virtual webinar on March 9th, which will make him England Athletic Safeguarding compliant.

13. Any Other Business

The Nathan Walker Memorial Trophy

The committee set a deadline in which to decide the nominations, that would then be forwarded on.

Club Lottery

Jack proposed the idea of setting up a GRC 'lottery'.

Action: Jack to get further information with regards to setting up a lottery, how a club lottery would work, etc.

Inter-club Virtual Event

Action: Andrew to send out an email detailing the 10K Inter-club 'race', as part of a quick update to members.

Training

The committee discussed what members, with different abilities, would want from club training.

It was agreed that this subject would be discussed at greater length when restrictions were relaxed.

Age Grading Certificates

It was agreed that age grading certificates would be created for members who had achieved an age-graded race time.

Due to the current covid restrictions, it was also agreed that these certificates would be posted to the recipients.

Action: Darren to coordinate age grading certificates.

Virtual Presentation Evening

It was agreed, after some discussion, that a virtual presentation evening would be a good idea.

Andrew expressed his reservations on the matter but agreed it could happen, but only if appropriate ideas come forward.

The details of how this would be done, and what the virtual presentation evening would entail, will be discussed at the next committee meeting.

14. Date of Next Meeting

Date was agreed for Monday, 29th March 2021 at 8pm.



Committee Meeting Minutes

Minutes

Date: 29th March 2021

Attendees: GRC Committee members

Time: 20.00

1. Apologies

Ian Williams, Jack Dodwell, Kris Blake, Michell Parczuk & Helen Brown

2. Actions

#	Description	Responsible	Status
1	Create a new member welcome pack	SJR, SH & AP	Ongoing
2	Present a Summer Solstice timeline at the next committee meeting	GG	Ongoing
3	Explore the possibility of running the 'Couch-2-5k' course next year	KM	Ongoing
4	Organize GDPR meeting in regard to GRC website	GG	Ongoing
5	Remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
6	All committee members to review the Policy documentation before final acceptance	Committee	Ongoing
7	Get further information with regards to setting up a club 'lottery'	JD	Ongoing

8	Take forward the ARC Safeguarding documentation	GG	Ongoing
9	Keep on top of the Member of the Month on both the GRC blog and website	KM	Ongoing

3. Finance

Gordon to send finances out to the committee. He also notified the committee that he had applied for a 'covid' grant from England Athletics.

He also informed the committee that an extra TR24 team of 8 had been paid for.

4. Policies

Gordon and Andrew are to have a look at all the relevant policy documents and see what needs to be done.

An ARC Safeguarding policy document needs to be written,

Action: Gordon to take forward the ARC Safeguarding documentation.

5. Correspondence

There was no new correspondence to report.

6. Virtual Events

The 1-mile virtual challenge has now finished.

The next virtual challenge will be a 1K virtual racing series, which will be completed over 4 weeks.

7. Race Series

It was noted that a race series was under consideration.

Sam (Jepson-Rivers) and Sarah are to look at a small number of races, with the possibility of creating a club series.

Previous races series have usually consisted of 18-20 races, but this year, due to covid restrictions, this would be reduced to around 10.

8. Summer Solstice

Gordon reported that the timekeeping company, previously used for the Summer Solstice, had been contacted.

Contact with Long Bennington Council had also been made.

Initial thoughts on the timings of the Summer Solstice were that it would take place in either August or September, and on a Sunday.

This would, hopefully, mean that the field capacity of the race could be 960.

9. Club Welfare

Sarah has been booked in to the “Time To Listen” virtual webinar. This will take place in April.

10. Any Other Business

GRC Twitter Account

The committee was informed that the Twitter feed didn't appear to have been updated as regularly as hoped, and this did not reflect well on the website (which displays the Twitter feed).

It was agreed that Gordon would provide interested committee members the login details for the GRC Twitter account, so it can be maintained on a more regular basis.

Race Reports

The committee is to look into the matter of updating race reports, so they are up to date on the website.

Member of the Month

Action: Kate is to keep on top of the Member of the Month on both the GRC blog and website.

11. Date of Next Meeting

Date was agreed for Monday, 10th May 2021 at 8.30pm.



Committee Meeting Minutes

Minutes

Date: 10th May 2021

Attendees: GRC Committee members

Time: 20.00

1. Apologies

Aaron Smith, Jack Dodwell & Sarah High

2. Actions

#	Description	Responsible	Status
1	Create a new member welcome pack	SJR, SH & AP	Ongoing
2	Present a Summer Solstice timeline at the next committee meeting	GG	Ongoing
3	Organize GDPR meeting in regard to GRC website	GG	Ongoing
4	Remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
5	All committee members to review the Policy documentation before final acceptance	Committee	Ongoing
6	Get further information with regards to setting up a club 'lottery'	JD	Ongoing
7	Take forward the ARC Safeguarding documentation	GG	Ongoing

8	Keep on top of the Member of the Month on both the GRC blog and website	KM	Ongoing
9	Upload Finance reports to the GRC Dropbox account	GG	Ongoing
10	Update the GRC VLM ballot information and organize the GRC VLM ballot	DH	Ongoing
11	Update the versioning and signatures on the agreed documentation	GG	Ongoing

3. Finance

Gordon is to ensure that future finance reports are uploaded to the GRC Dropbox account for transparency. This will allow all Committee members to have access to the finance reports.

Action: Gordon to upload finance reports onto the GRC Dropbox account.

4. Membership

The current membership is increasing steadily. Members have until the end of August to rejoin this year due to Covid, so the exact figures will not be known until then.

5. Policies

The Complaints & Resolution and Code of Conduct club policies were agreed and signed off by the committee.

Action: Gordon to update the versioning and signatures on the agreed documentation.

6. Correspondence

There was no new correspondence to report.

7. Virtual Events

The 1K virtual challenge has now finished.

It was agreed that there would now be a break, with no further virtual events planned.

The matter of future virtual events would, however, be discussed at the next committee meeting.

8. Summer Solstice

The matter of the Summer Solstice was discussed, and Gordon informed the Committee that this is looking like it will be a 'Winter Solstice' this year due to ongoing Covid uncertainty.

This would be the same course, setup, etc. as the Summer Solstice but would take place on a Sunday in the winter.

This will be discussed further at the next committee meeting.

9. Club Welfare

Sarah has now completed the "Time to Listen" virtual webinar.

10. Any Other Business

GRC Training Base

Gordon informed the committee that he had contacted the Leisure Centre between lockdowns with regards to training runs. Their response was that this was not possible at this time with the current restrictions.

Darren informed the committee of a proposal to create a training 'base' at the Grantham Tennis Club.

Contact had been made with the Grantham Tennis Club (GTC) as a possible venue for training runs.

The manager of GTC was very keen on the idea, which would allow the GRC members (that are participating in GRC training runs), to meet at the GTC prior to the run and to use the GTC facilities after the run.

Concerns were also raised about the number of routes that would be possible from the GTC.

This idea will now be put on hold and discussed at the next committee meeting.

London Marathon Club place criteria

GRC will receive 2 club places for the 2021 Virgin London Marathon (VLM), and 1 place for the 2022 race.

The criteria to entering the GRC VLM ballot is to be updated to reflect some changes to the GRC ballot, caused by the Covid situation and the cancellation of the actual VLM last year.

The ballot process is then to be finalised and the ballot organized.

Action: Darren to update the GRC VLM ballot information and organize the ballot.

Track Sessions

It was agreed the Track Sessions, as part of the Reciprocal Rights Agreement with Grantham Athletic Club (GAC) would have the support of the committee.

Some documentation would be required from both GRC and GAC, which would be completed in due course.

An update on the GAC/GRC track sessions would be provided at the next committee meeting, where the subject would be discussed further.

Ian Williams committee position

Ian Williams is to leave the GRC committee. This was accepted by the committee.

Aaron Smith committee position

Aaron Smith is to leave the GRC committee. This was accepted by the committee.

Run Leaders

Potential candidates to attend the England Athletics run leader course were discussed by the committee.

Alternative options to the funding involved with the EA run leader course were discussed and will be discussed further at the next committee meeting.

Future Meetings – in person or at Grantham Tennis Club?

It was agreed that the next Committee meeting would be online, but the possibility of alternating between online and at the Grantham Tennis Club would be discussed at the next Committee meeting.

11. Date of Next Meeting

Date was agreed for Monday, 21st June 2021 at 8.30pm.



Committee Meeting Minutes

Minutes

Date: 21st June 2021

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Jack Dodwell, Kris Blake & Helen Brown

2. Actions

#	Description	Responsible	Status
1	Organize GDPR meeting in regard to GRC website	GG	Ongoing
2	Remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
3	Keep on top of the Member of the Month on both the GRC blog and website	KM/SJR/AP	Ongoing
4	Update the versioning and signatures on the agreed documentation	GG	Ongoing
5	Add more details to the clubs' finance entries	GG	Ongoing
6	Organize meeting for TR24 participants to discuss the event.	AP	Ongoing

3. Finance

A question was asked about one of the future expenditure figures under TR24. The treasurer explained this was for van hire, fuel and other incidental expenses the club incurs with this event. It was requested if the treasurer could include notes in this file, so committee members could understand the figures before asking at a committee meeting.

Action: Gordon to add details of the clubs' finances.

4. Membership

Gordon provided the following membership figures update to the committee.

First Claim Members -

158 Paid Members

63 requested

Second Claim Members –

5 Paid

4 requested.

5. Policies

Nothing to discuss.

6. Correspondence

There was no new correspondence to report.

7. Virtual Events

There was no new information to report on virtual events.

8. Solstice

Gordon reported that the Winter Solstice will be going ahead, with the exact timing details yet to be finalised.

Gordon also reported that things were progressing well, and that registration for the event would be taking place in the near future.

9. Club Welfare

There was nothing new to discuss.

10. Club Development

Gordon reported that partial funding had been secured from England Athletics for LiRF courses.

11. Any Other Business

Club Kit

Sam Dodwell has agreed to take over as the new Kit Secretary.

Sam reported that club vests (men's and ladies) had been ordered from the kit website.

Track Update

Sam Jepson-Rivers informed the committee that there has been a steady increase in GRC members partaking in the GAC-led track sessions, and there has been positive feedback from those GRC members taking part.

TR24

It was reported that there were still some places available for TR24. A total of 6 slots were reported to still be filled.

TR24 teams are to be discussed by the team captains.

It was agreed that a meeting would be organized for members partaking in TR24 to discuss details, times, logistics, etc.

Action: Andrew to organize meeting for TR24 participants to discuss the event.

Website holding page – Training

The current training holding page would be looked into, with the view to adding some more detail.

Beginners

Kate reported the number of participants in the beginners' group, and of some ideas for a form of 'social event' for those that took part. Kate also informed the committee of the intention to create the next group, which would begin sometime in September.

12. Date of Next Meeting

Date was agreed for Monday, 9th August 2021 at 8pm.



Committee Meeting Minutes

Minutes

Date: 9th August 2021

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Sam Jepson-Rivers, Darren Harley & Kris Blake

2. Actions

#	Description	Responsible	Status
1	Organize GDPR meeting in regard to GRC website	GG	Ongoing
2	Remove Robert McArdle and Robert Howbrook from the list of signatures and add Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
3	Keep on top of the Member of the Month on both the GRC blog and website	KM/SJR/AP	Ongoing
4	Beginners group course format for 2022	KM	Ongoing
5	Confirm with applicable club members as to whether they wish to take up LiRF places	GG	Ongoing
6	Contact the kit supplier about the new vest not meeting expectations	SD	Ongoing
7	Club participation in the North Midlands league, the Lincolnshire league and the National Relays requires further attention	XC Captains	Ongoing
8	Liaise with the Nobody Inn as the venue for the Beer & No Bling and set up an event within the Facebook group	KM	Ongoing

9	Confirm latest Club handicap details	AP	Ongoing
10	Reviewing options for Christmas Dinner	GG	Ongoing
11	Contact the Meres, to determine if group training can resume from there	GG	Ongoing
12	Get quotes for the purchase of new club flags	GG	Ongoing
13	Determine likely level of club participation in the Equinox event	KM	Ongoing

3. Finance

Gordon circulated monthly Income and Expenses and cash flow forecast.

As usual the club is in a strong financial position.

Bank balance £14019.11

It was noted that there was a £65.84 profit from the Beginners course due to T-shirts already being in stock from a previous course.

The Beginners courses will be reviewed going forward, to see if they can be operated on a break-even basis for 2022 (as costs have historically outweighed income).

Action: KM to consider format of courses for 2022.

4. Membership

Gordon provided the following membership figures update to the committee.

First Claim Members -

158 Paid Members

63 requested

Second Claim Members –

5 Paid

4 requested.

5. Policies

The appropriate policy documents are now ready to be sent out to members.

6. Correspondence

Correspondence - an approach had been made by a member on behalf of BTC - to enquire about potential collaborations between the clubs.

It was agreed that BTC members could become second claim members in order to access GRC training sessions.

7. Virtual Events

Nothing to report (and it was noted that this is no longer required as a standing item).

8. Solstice

Winter Solstice race update- ambulances are booked, chip timing is booked, and the pavilion fields are booked.

Parking field is dry, road closures arrangements are in progress.

The organising group have clarified details of entry system with UKA, and the race is capped at 960 entries.

The event will take place on 19th December at 10.30am.

We are still looking for someone to take over as an RD of the race going forward.

A meeting of the organising group will take place on Thursday.

9. Club Welfare

There was nothing new to discuss.

10. Club Development

The club have funding for 2 LIRF places.

Action: Gordon will confirm with the 2 applicable club members as to whether they wish to take up these places.

11. Any Other Business

Club Kit

It was agreed that the new vests are not acceptable and do not meet committee expectations, as per the agreed artwork.

Feedback from members has not been positive.

It was agreed that those wishing to return new vests could do so.

Action: Sam Dodwell to contact the kit supplier about the new vest not meeting expectations

Cross Country

The club will enter the North Midlands league.

It was agreed that the club would fund entry fees as in previous years.

There is no news yet on the National relays, and the position on the Lincolnshire league is unknown.

Action: The cross country captians to take this forward.

New GRC Race

A possible 10/20 mile race is being investigated.

Social

It was agreed that a 'Beer and no bling' event should take place on the August Bank Holiday Sunday.

Action: Kate to liaise with Claire Pimlott, about using the Nobody Inn as the venue and set up an event within the Facebook group.

Club Handicap

This will be arranged for September and will be a pared back event.

Action: Andrew to confirm details shortly.

Christmas Dinner

Action: Gordon is currently reviewing options for this, and it needs to be booked ASAP.

Training

It was agreed that there is an aspiration to bring training closer to pre-COVID.

Action: Gordon to contact the Meres, to determine if we could resume group training from there.

Flags

It was agreed that we should investigate the purchase of new flags.

Action: Gordon to get quotes.

Race reports

A new procedure for publishing race reports has been agreed.

Equinox

It was noted that we do not have figures on how many club members will be at the event, and therefore what equipment is needed.

Action: Kate to put a Facebook post on, to determine likely level of club participation in the event.

12. Date of Next Meeting

Date was agreed for Monday, 20th September 2021 at 8pm.

Date was agreed for 2021 AGM – 20th October 2021 at 8pm.



Committee Meeting Minutes

Minutes

Date: 27th September 2021

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Sarah High, Sam Jepson-Rivers & Kris Blake.

2. Actions

#	Description	Responsible	Status
1	Organize GDPR meeting in regard to GRC website	GG	Ongoing
2	Change list of signatures to include Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
3	Beginners group course format for 2022	KM	Ongoing
4	Contact the kit supplier about the new vest not meeting expectations	SD	Ongoing
5	Club participation in the North Midlands league, the Lincolnshire league and the National Relays requires further attention	XC Captains	Ongoing
6	Get quotes for the purchase of new club flags	GG	Ongoing
7	Contact the Tennis Club regarding the possibility of using the venue as a meeting point for training runs	KM	Ongoing
8	Investigate different kit for (active) Run Leaders and Coaches	SD	Ongoing
9	Contact Railway Club for confirmation of room booking for 2021 AGM	SD	Ongoing

3. Finance

Gordon updated the committee with the latest Income, expenses, and cash flow forecast.

As with previous figures, the club is in a strong financial position.

Gordon also informed the committee that after several conversations with the Natwest bank, Robert McArdle and Rob Howbrook were removed as account signatures via a mandate in 2020 but did not have their online banking access to the account removed at the same time.

The same mandate made Matthew Kingston-Lee and Edina Burns signatories.

It was agreed that Gordon will raise a new mandate for the removal of Matthew Kingston-Lee and Edina Burns as account signatures, with Andrew Pask and Michelle Parczuk added as account signatures.

4. Membership

Gordon provided the following membership figures update.

First Claim Members - 209

Second Claim Members - 8

5. Policies

Nothing to report.

6. Correspondence

England Athletics has announced a small increase of £1 is to be introduced next year, for its membership.

It was agreed that, as per previous increases, the club would cover this increase for the first year at least.

7. Winter Solstice

Online entries are now available via the RunBritain website.

Road closures, beer/cider, etc are now in hand and progressing.

8. Club Welfare

There was nothing new to discuss.

9. Club Development

Sarah High asked about a single meeting point.

Gordon informed the committee that he has contacted the Meres, who informed him that runners would only be permitted to meet outside, and only use the toilets near the 3G pitches. No-one would be allowed inside at any point.

The Tennis Club was mentioned again, and Kate (Marshall) has agreed to contact the Tennis Club regarding using the venue as a single meeting point.

Action: Kate to contact the Tennis Club regarding the possibility of using the venue as a meeting point for training runs.

Sarah also raised the possibility of Run Leaders having different clothing during training runs (different coloured Hi-Viz, name on vest, etc) so that newer members would know who to approach when they first turn up, etc. It was felt this would make it a bit less daunting for newcomers, and more welcoming.

Action: Sam (Dodwell) to investigate different kit for (active) Run Leaders and Coaches.

10. Any Other Business

Christmas Dinner

Gordon informed the committee that the club has reserved 100 places for the Christmas Dinner, which is to be held on Friday 10th December at Belton Park Golf Club.

So far, the club has received:

63 deposits

2 paid in full.

AGM

Several venues were discussed for the forthcoming AGM.

The Railway Club was the preferred option, and contact will be made to book the club for Wednesday, October 20th.

It was agreed that the AGM would also be streamed live, for members that were unable to attend in person.

Action: Sam (Dodwell) to contact Railway Club for confirmation of room booking.

Club Kit

It was agreed that the new vests are not acceptable and do not meet committee expectations, as per the agreed artwork.

Feedback from members has not been positive.

It was agreed that those wishing to return new vests could do so.

Action: Sam Dodwell to contact the kit supplier about the new vest not meeting expectations

Cross Country

Belton House has confirmed that it is not willing to host a joint GAC/GRC organized Cross-Country race.

Harlaxton Manor is now being investigated and discussions are ongoing.

Committee Resignation

Sam Jepson-Rivers has stepped down from his roles on the committee.



Committee Meeting Minutes

Minutes

Date: 10th November 2021

Attendees: GRC Committee members

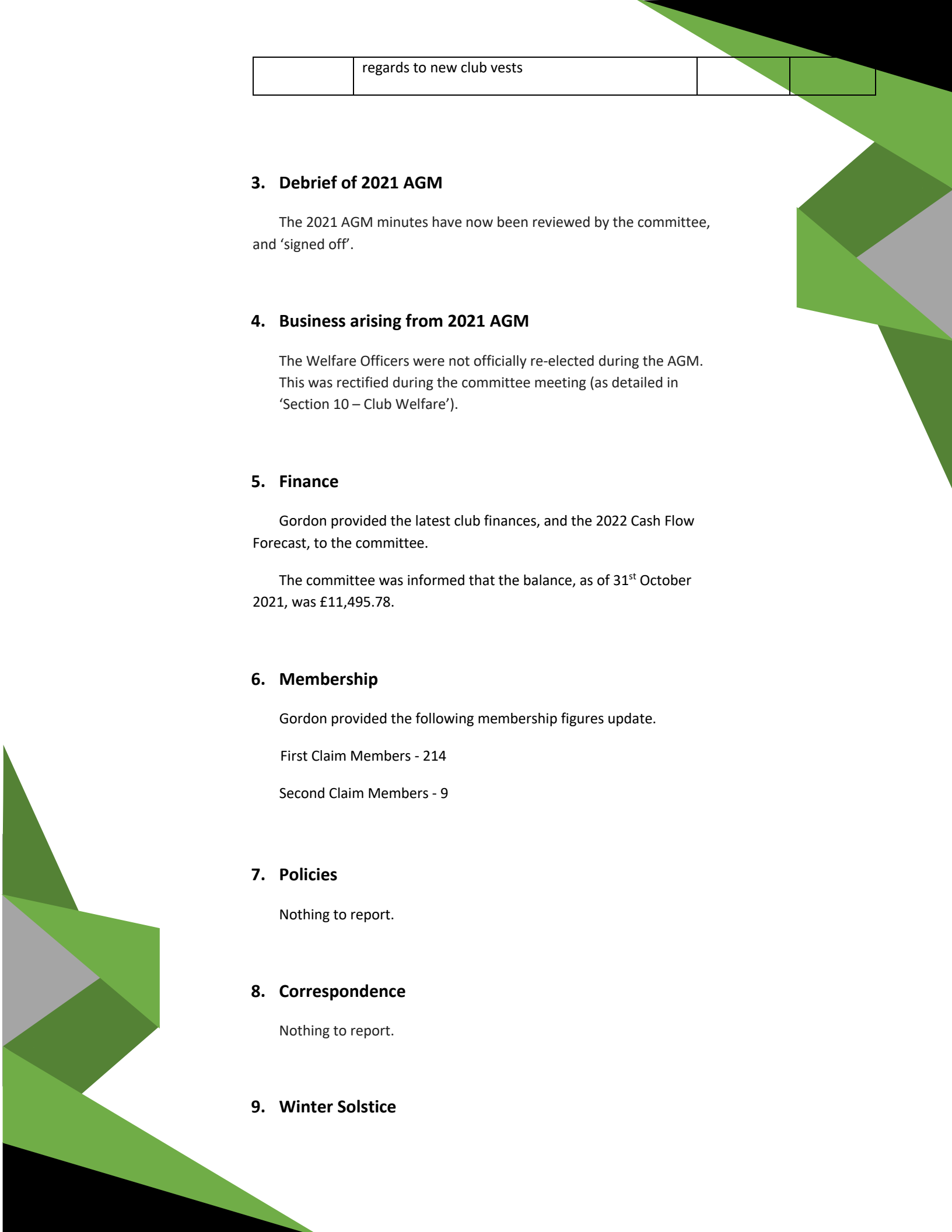
Time: 20.30

1. Apologies

Sam Dodwell, Jack Dodwell, Michelle Parczuk & Kris Blake.

2. Actions

#	Description	Responsible	Status
1	Circulate previously raised questions as part of the GDPR Privacy Notice	FM	Ongoing
2	Change list of signatures to include Andrew Pask (Chairman) and Michelle Parczuk (Vice Chairlady)	GG	Ongoing
3	Beginners group course format for 2022	KM	Ongoing
4	Contact the kit supplier about the new vest not meeting expectations	SD	Ongoing
5	Get quotes for the purchase of new club flags	GG	Ongoing
6	Contact the Tennis Club regarding the possibility of using the venue as a meeting point for training runs	KM	Ongoing
7	Investigate different kit for (active) Run Leaders and Coaches	SD	Ongoing
8	Contact all members to increase the number of attendees at the Christmas Party	JD	Ongoing
9	Contact club member for legal assistance with	SD	Ongoing



	regards to new club vests		
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3. Debrief of 2021 AGM

The 2021 AGM minutes have now been reviewed by the committee, and 'signed off'.

4. Business arising from 2021 AGM

The Welfare Officers were not officially re-elected during the AGM. This was rectified during the committee meeting (as detailed in 'Section 10 – Club Welfare').

5. Finance

Gordon provided the latest club finances, and the 2022 Cash Flow Forecast, to the committee.

The committee was informed that the balance, as of 31st October 2021, was £11,495.78.

6. Membership

Gordon provided the following membership figures update.

First Claim Members - 214

Second Claim Members - 9

7. Policies

Nothing to report.

8. Correspondence

Nothing to report.

9. Winter Solstice

Gordon informed the committee that the race was at the halfway point regarding volunteers. There are expected to be between 500-600 entries.

The issue of club members entering the race was discussed, but it was agreed that it was not possible to stop members from running the race.

10. Club Welfare

Club Welfare Officers were not officially elected during the 2021 AGM. This was deemed to be an oversight that was corrected during the committee meeting. Sarah High and Gordon Geach were nominated, and seconded, during the meeting and were therefore re-elected as the Club Welfare Officers. Sam Jepson-Rivers, Vicki Ball and Kate Marshall will undergo the necessary training to become Welfare Officers and were elected to become new Club Welfare Officers on successful completion of their training.

11. Club Development

As reported in Section 10: Club Welfare, Sam Jepson-Rivers, Vicki Ball and Kate Marshall will undergo the necessary training to become Welfare Officers.

Mikey Brain informed the committee that he was in the process of undertaking the LiRF course, whilst Sam Jepson-Rivers has also booked, and started, e-modules for LiRF.

12. Social

The matter of the upcoming Christmas party was brought up, but in the absence of the Social Secretary, further information regarding the number of participants would be sought. Committee members expressed concern that the number of attendees was currently below what was hoped.

Action: Jack Dodwell to contact all members to increase the number of attendees.

13. Any Other Business

Awards Night

The details of the annual Awards Night were discussed. A date of Saturday, 5th February 2022 was agreed.

Andrew agreed to produce the race results and Gordon agreed to organize a location, decorations, etc. and Vicki agreed to co-ordinate the trophies process. It was also agreed that a sub-committee would be formed, which would include Andrew.

GDPR

Fraser (Marshall) will circulate previously raised questions as part of the GDPR Privacy Notice, and suggested responses for the Committee to agree.

Committee Meeting Attendance

The issue of committee members continually missing committee meetings was discussed.

It was agreed by those present that any committee member that misses 3 meetings in a row would be asked to leave the committee. This will be added to the appropriate policy document. The removal of any committee member not attending 3 meetings in a row would be at the Chairpersons discretion.

TR24

A team of 5, and 3 teams of 8 had been secured for the 2022 TR24 race.

The club will be putting these places 'on sale' in the very near future.

It was agreed that the club would ask members for a 50% non-refundable deposit to secure a place. Gordon agreed to co-ordinate this.

It was also agreed that the captains and vice captains would decide on the teams.

Road Traffic Management Course

Mikey had previously shown an interest in the RTM Course, which would help alleviate the burden put on the existing Road Traffic Managers. Mikey is to investigate this further.

Christmas Lights Run

Kate agreed to take on the 2021 Christmas Light run. It was agreed that there would be a single run. A provisional date is to be decided.

Christmas Eve Run

It was agreed that there would be two GRC-endorsed Christmas Eve events. A 'breakfast 10K' run will be organised, with the possibility of 2 distance options (likely to be 5K and 10K), followed by a pub afterwards. Kate Marshall agreed to organise this event.

The committee was also given details of a Christmas Eve run organised by Mark Hillson, which was endorsed by the committee.

This would give all members a choice of runs.

2022 Grand Prix Series

It was agreed that the club captains and vice captains would take charge of the 2022 GP Series (select races, etc).

The committee also confirmed that the Club Handicap would be returning in 2022. Andrew agreed to co-ordinate this event, which would be restricted to GRC and GAC members only.

Member of the Month

The subject of the MOTM was discussed, and it was agreed that from now on the MOTM would be decided by the captains, vice captains. Matthew Atter volunteered to be included in these discussions, in order for there to be an odd number with regards to voting.

Kit

The ongoing issue of the new kit was discussed by the committee.

In the absence of the Kit Secretary, it was agreed that Sam would be actioned to contact a club member, who has legal knowledge, with email chains, information, etc for guidance on the matter of the new club vests. Sam would also be asked with regards to an updated list of outstanding kit.

This issue would be further discussed at the next committee meeting.

Action: Sam Dodwell to contact club member with email chain, info, etc and update the committee on the latest outstanding kit.

Website

The website will require updating, to host a Winter Solstice page. This will be along the lines of the Summer Solstice. Gordon will provide the necessary information with regards to the Winter Solstice.

The website will also require updating to include the new committee members and positions.

14. Date of Next Meeting

Date was agreed for Monday, 10th January 2022 at 8pm.