



Committee Meeting Minutes

Minutes

Date: 10th January 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Andrew Pask.

Not present: Jack Dodwell

Actions

#	Description	Responsible	Status
1	Contact the kit supplier about the new vest not meeting expectations	SD	Ongoing
2	Investigate different kit for (active) Run Leaders and Coaches	GG	Ongoing
3	Investigate the creation of a Monthly Newsletter and maintaining a blog for this	MB	Ongoing
4	Review Solstice website setup & inform the webmasters of required changes	GG & SJ	Ongoing
5	Send Winter Solstice results to webmasters, so they can be uploaded to the website	GG	Ongoing

6	Review the club coach's information and inform the webmasters of required changes	GG	Ongoing
7	Discuss current MOTM criteria, guidelines, and processes	MOTM sub-committee	Ongoing
8	Contact members currently undertaking LiRF course, and help with video submissions, if required	SJ & MB	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on November 10th 2021, were previously signed off by the committee and sent out to all members.

3. Finance

Gordon provided the latest club finances to the committee.

The committee was informed that the balance was £ £6,247.23.

However, it was to be noted that this does not include TR24 entries, which will be recovered in this year's finances. This total was £2,150.64.

4. Membership

Gordon provided the following membership figures update.

First Claim Members - 217

Second Claim Members - 9

5. Policies

Nothing to report.

6. Correspondence

Nothing to report.

7. Club Welfare

Nothing to report.

8. Club Development

It was agreed that Sam Jepson and Mikey Brain would contact members who were currently undertaking the LiRF course, to see if they any assistance with their video submissions.

Action: Sam Jepson and Mikey Brain to contact members currently undertaking LiRF course, and help with video submissions, if required.

Gordon informed the committee that he was now a qualified UKA Endurance Coach, Level 1. He has also recently taken on a role within Lincolnshire Athletics Association, as the Lincolnshire Officials Officer.

Kate also informed the committee that she had successfully passed the 'Knowledge Test' part of the Coach in Running Fitness (CiRF) course, and has the practical assessment left to become a qualified coach.

9. Any Other Business

Presentation Night

Gordon confirmed that the Presentation Night would take place at Belton Park Golf Club.

Gordon informed the committee that he was waiting for BPGC to confirm the disco, and decorations are being discussed.

50 places have been provisionally booked, and the club will be paying the deposit soon.

It was also agreed that the club would contribute £5 towards the cost of each meal.

The committee was also informed that all the required trophies has been purchased previously, and as such no new trophies would be required. Vicki Ball confirmed that all but one of the trophies had been accounted for, and that she will chase up the 'missing' trophy.

The committee also put on record their thanks for the hard work that Gordon has done with regards to the organizing of the Presentation Night.

The Nathan Walker Trophy

The committee discussed a number of members who it was felt were worthy of being on the list of nominees for the Nathan Walker Trophy. After much discussion and deliberation, the committee then decided on the 3 names that are to be put forward for consideration for the Nathan Walker Trophy.

Website

Gordon enquired about the future of the club website, and the direction it was going.

It was agreed that required changes should be presented to the club webmasters in a readable format, who would then update the site.

Action: Gordon & Sam Jepson to review Solstice website setup & inform the webmasters of required changes.

Action: Gordon to send Winter Solstice results to webmasters, so they can be uploaded to the website.

Action: Gordon to review the current information with regards to the club coaches, LiRF courses and DBS info on the website, and inform the webmasters of required changes.

Due to time restrictions on the night, the committee decided to follow up the subject of the website in the next committee meeting.

Solstice Race Director

Sam Jepson informed the committee that he will be taking over as the Solstice Race Director. This will incorporate the Summer and Winter versions.

Sam also informed the committee of his intention to continue the present stance of dissuading GRC members from entering the Summer and Winter Solstice races, unless they are able to provide a volunteer to take their place (or volunteer before or after the race). Sam asked for the committees' opinion on this, and he will await feedback.

Member Of The Month

The current Member of The Month process, and the criteria involved, was discussed. It was agreed that the MOTM criteria, guidelines and processes would be discussed further by the MOTM sub-committee.

Action: MOTM sub-committee to discuss current MOTM criteria, guidelines, and processes

Newsletter

A monthly 'newsletter' was discussed, to keep members informed as to what was going on in the club. It was agreed that this would work best in the form of a Blog post.

Action: Mikey Brain agreed to take ownership of a monthly Newsletter and investigate creating, and maintaining, a blog for this.

10. Date of Next Meeting

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



Committee Meeting Minutes

Addendum to the committee meeting minutes from 10th January 2022

This document has been produced as a result of member's questions arising from the minutes of the Committee Meeting on Monday 10th January, 2022.

Q1. Finance – did you have sight of a trading account? The balance has changed a lot since previously and I would like to understand why.

A1. In 'Year-end accounts', there was a Liability of £6,414. These were payments to the cancelled 2020 Summer Solstice, where entrants had elected to defer their entry to the Summer Solstice 2021 (which was not staged). Some of those deferrers elected to run in the Winter Solstice 2021, and others deferred to the Summer Solstice 2022.

In the table below, £964 of liabilities will be carried forward to the Summer Solstice 2022, from those that entered the Summer Solstice 2020.

Q2. Solstice - Do we have a profit and loss for this event?

A2. The figure below includes payment agreed with the LB Pavilion of £320 and provision of £50 for the hire of the GAC clock (yet to be invoiced).

Grantham Running Club			
Winter Solstice 2021			
Profit/Loss Accounts			
		Credit	Debit
2019-2020	Income	£ 9,030	
	Refunded		£ 1,166
	Expenses		£ 440

		£	9,030	£	1,606		£	7,424
2020-2021	Donation to Grantham Foodbank			£	1,010			
				£	1,010	£	1,010	£
								6,414
2021-2022	Income	£	4,376					
	Refund			£	455			
	Expenditure			£	9,243			
	Carried to 2022			£	964			
		£	4,376	£	10,662	-£	6,285	£
								12

Q3. Kit for coaches – is there a rationale behind this?

This is a new initiative, for members (especially newer members and beginners) to recognise the run leaders, coaches, etc during training runs. This would also make it easier to recognise who to ask for advice, the training run point of contact, etc.

Q4. Contact kit supplier – this is listed as still ongoing. How has it progressed since the last meeting, are we closer to a resolution or are we minded to take the hit ourselves?

It was agreed that we would 'take a hit' on this kit, and Gordon is going to see about donating the vests overseas. The Kit Officer has got the designs for the new vest, which were posted to the Committee, so that the Kit Officer can get them ordered ready for the Spring.

Q5. Presentation Night – was there a discussion about venues and the hire of a disco, or was it assumed that a return to this out-of-town venue was the only choice?

It was felt that there needed to be a change of venue for the Presentation Night, but currently in Grantham there are only two places that could accommodate us - Belton Park Golf Course and the (recently revamped) Angel and Royal. The Angel & Royal was approached and provided a cost of £25 per head for two courses. This, coupled with the low response to the presentation Facebook page post, made the decision to move away from Belton Park Golf Club to be revisited.

Belton Park Golf Club was approach and could provide a hot buffet. Their dessert menu was very limited, so it was decided to just offer the main course. The cost was £10.50 (plus a 10% surcharge which made it £11.55). A Club subsidy was applied (like previous years) and this brought the costs to members & guests down to £6.75.

The Angel & Royal could be used for the Christmas Dinner Dance, but the new management decided that there will be no disco unless we book the whole hotel, so there is still a question mark of it as a suitable venue.



Committee Meeting Minutes

Minutes

Date: 21st February 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Michelle Parzchuk and Sylv Hull.

Not present: Jack Dodwell and Kris Blake.

Actions

#	Description	Responsible	Status
1	Investigate different kit for (active) Run Leaders and Coaches	GG	Ongoing
2	Upload updated Policies to the website	KB	
3	Investigate the creation of a Monthly Newsletter, and maintaining a blog	MB	Ongoing
4	Review Solstice website setup & inform the webmasters of required changes	GG & SJ	Ongoing
5	Order new trophies with the correct names	GG	Ongoing
6	Contact members with regards to their age-grading Certificates, and rectify the current error in the affected '+' age grading certificates	DH	Ongoing

7	Think of charity fund raising ideas for the future	Committee members	Ongoing
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2. Minutes of last meeting

The minutes of the last meeting, held on January 10th, 2022, were previously signed off by the committee and sent out to all members.

3. Finance

Gordon provided the latest club finances to the committee.

The committee was informed that the balance was £ £5,446.26

4. Membership

Gordon provided the following membership figures update.

First Claim Members - 221

Second Claim Members – 9

Lifetime Members - 1

5. Policies

Gordon informed the Committee that there were several Club Policies that required updating to ensure affiliation to England Athletics is assured. This included the Club Constitution and Inclusion & Diversity policies.

Fraser Marshall kindly updated the GDPR Policies and Processes. Committee Members are expected to read and confirm their understanding.

Action: KB to upload these updated Policies to the website, in due course.

6. Correspondence



Gordon reported that he had received correspondence from the Army Training Regiment, Grantham with regards to a 'unit health fair' that they are hosting on Thursday, 28th April. GRC have been offered a stand at this fair, to advertise the club. This will be accepted, as the Committee felt it would be a good chance to advertise the club to possible new members within the Army Training Regiment, and other health fair attendees. Committee attendees will be finalised nearer the time.

7. Club Welfare

Nothing to report.

8. Club Development

The Committee was informed of a Fell & Off-Road Course that England Athletics would be offering in June, for current LiRF course holders. This will be investigated nearer the time.

The Committee also congratulated Kate Marshall, who is now a fully qualified Coach in Running Fitness.

9. Any Other Business

Coaching Meeting

Gordon posted notes to the Committee of a Coaching meeting that took place recently. This meeting discussed aspects of training provided by the club for members. The Committee also discussed a Survey that was part of the Coaching meeting.

The current training offered by the club was debated at length.

The Committee was informed of a planned 'Fitness Training Day' (along the lines of a bleep test, etc) and the intention to ascertain members Autumn race goals.

A Summer training program was discussed. Out of town runs, 'chip runs' and canal out-and-back runs were talked about, and it was agreed this would be a good idea for the Summer ahead.

It was agreed that the current RunTogether run titles would be changed, so that Run Leaders names would no longer be included in the run title, and they would be more descriptive.

It was also agreed that the website would be updated, to include better training descriptions.

Presentation Evening

The subject of whether Parkruns should be included in the awarding of the points trophy was the first presentation evening subject to be discussed. It was agreed that parkruns will not be included in the calculating of future points trophy winners.

The criteria for some of the current trophies was deemed by the Committee to be too complicated, and

needed to be simplified and made clearer for future presentations.

The Committee also talked about introducing new trophies for future presentations. These included a 'Young Member of the Year', 'Multi-terrain' and 'Track' trophy. This will be discussed again in the future.

A presentation sub-committee will be formed for the next presentation evening, which will discuss the above matters and other matters that may arise.

Some of the trophies from the presentation were incorrectly engraved. This will be rectified.

Action: Gordon to order new trophies with the correct names

The matter of the age-grading certificates, that were not collected on the night, was discussed. It was agreed that these members will be contacted shortly, to ascertain what they would like to do with regards to their certificates.

Action: Darren to contact members with regards to their age-grading certificates and rectify the current error in the affected '+' age grading certificates.

The venue of the presentation evening was discussed, along with the timings of the evening. The Committee agreed that there would be a specific date, to be agreed at a later time, that the presentation sub-committee would be formed. The new presentation sub-committee would then get together and start organizing the next presentation evening as soon as possible.

Charity

Due to time restrictions, this was only briefly discussed. However, it was agreed that this subject will be discussed at greater length in the next Committee meeting.

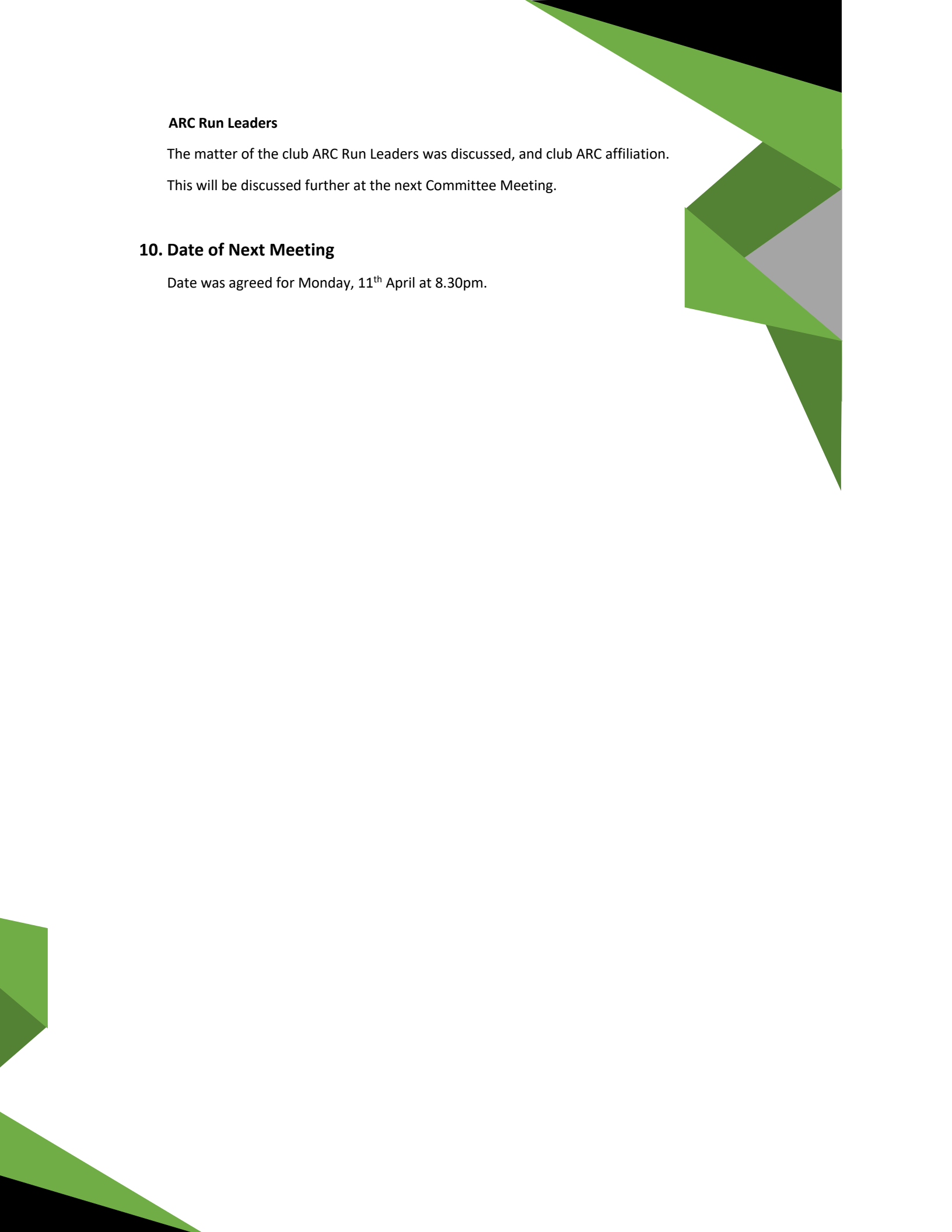
Action: Committee members to think of charity fund raising ideas for the future.

Social Events

Gordon informed the Committee that he was looking into 10-pin bowling, which would be open to all members. A Summer BBQ was also discussed, which would also include members of the beginners group.

Committee Member

Jack Dodwell informed the Chairman that, although still keen to get involved where he can from outside of the Committee, he can no longer commit to a larger role within the club. Therefore, Jack has now left the Committee.



ARC Run Leaders

The matter of the club ARC Run Leaders was discussed, and club ARC affiliation.

This will be discussed further at the next Committee Meeting.

10. Date of Next Meeting

Date was agreed for Monday, 11th April at 8.30pm.



Committee Meeting Minutes

Minutes

Date: 11th April 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Michelle Parczuk, Kris Blake, Vicki Ball and Sarah High.

Actions

#	Description	Responsible	Status
1	Investigate different kit for (active) Run Leaders and Coaches	GG	Ongoing
2	Upload updated Policies to the website	KB	Ongoing
3	Investigate the creation of a Monthly Newsletter, and maintaining a blog	MB	Ongoing
4	Charity fund raising ideas for the future	AP	Ongoing
5	Provide the committee with information on the legal status options available	GG	Ongoing
6	Upload GP Series information onto the club Website	KB	Ongoing
7	Send out the GP Series results, on a 'quarterly' basis	AP	Ongoing

8	Mark out the canal distances in readiness for the canal run	GG	Ongoing
9	'Clean up' the GRC Dropbox account to free up some space	GG	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on February 21st, 2022, were previously signed off by the committee and sent out to all members.

3. Finance

Gordon provided the latest club finances to the committee.

The committee was informed that the balance was £ £6,447.25 (this includes ≈£2,000 from the Summer Solstice).

4. Membership

Gordon provided the following (ongoing) membership figures update.

First Claim Members Paid: 63

Transfers: 1

5. Policies

Gordon informed the Committee that the England Athletics (EA) policies had changed, and he was in the process of working through them.

Gordon also highlighted the legal status of the club, and the fact that the club is not a 'limited company'. If the club were to be 'limited' then it must have a board of directors, etc. The committee agreed to seek further advice on the matter.

Action: Gordon to provide the committee with information on the 4 options available, for the committee to investigate.

6. Correspondence

Gordon reported that he had received correspondence from EA (England Athletics) and ARC (Association of Running Clubs) with regards to the affiliation costs, which will require attention.

He informed the Committee that the current cost of this would be £150 for EA affiliation and £276 for ARC affiliation.

7. Club Welfare

Gordon informed the Committee that he is to renew his Safeguarding accreditation, whilst Kate informed the Committee that she has completed her Safeguarding accreditation.

Sam Jepson is to investigate starting his Safeguarding course.

8. Club Development

The Committee was informed that Sam Jepson, Sam Dodwell and Vicky Willan had now completed their LiRF courses.

9. Any Other Business

GP Series

The GP Series Facebook post is to be pinned, to ensure it is visible to group members.

Action: Kris to put GP Series information onto the club website.

Action: Andrew to send out the GP Series results, on a 'quarterly' basis.

TR24

Gordon informed the Committee that the club had 'reserved' the following teams for TR24;

3 x 8 Teams

1 x 5 Team.

So far, 14 places had been sold.

Club 5K + Handicap Races

The Club 5K race was provisionally booked in for Friday, 24th June.

The Club handicap was provisionally booked in for Friday, 9th September.
Further details on these races would be decided nearer the time.

GRC 'Chip Run'

The first GRC 'chip run' of the year will take place on Wednesday 20th April at Ropsley.

There would be a 5K, 10K and 10-mile option.

It was agreed that the coaches would cancel their scheduled runs on this date, and the run leaders would be split between the 3 distance options.

GRC Canal Run

Gordon informed the Committee that the out-and-back canal run would be happening this year. Further details would be communicated in due course.

Action: Gordon to mark out the canal distances in readiness for the canal run

ARC Run Leaders

The subject of whether there is a need for the club to have ARC leaders was discussed. Penny informed the committee that some qualified ARC Leaders expressed their wish to remain as such, whilst others didn't. Seeing as ARC Membership is paid for, it was decided that ARC Leaders would remain as such.

GRC Dropbox Account

Fraser highlighted an issue where the GRC Dropbox account would sync with his personal Dropbox account.

Action: Gordon to 'clean up' the GRC Dropbox account to free up some space.

Beginners Group

Kate informed the Committee that there were 21 people signed up for the next Beginners Group. It was noted that this figure did not include current GRC members who have expressed an interest in participating in the course.

This Beginners Group is due to start on Tuesday, 26th April.

10. Date of Next Meeting

Date was agreed for Monday, 30th May at 8.30pm.



Committee Meeting Minutes

Minutes

Date: 30 May 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Gordon Geach, Darren Harley, Mikey Brain

Actions

#	Description	Responsible	Status
1	Investigate different kit for (active) Run Leaders and Coaches	GG	Ongoing
2	Upload updated Policies to the website	KB (AP to follow up with KB)	Ongoing
3	Investigate the creation of a Monthly Newsletter, and maintaining a blog	MB	Ongoing
4	Charity fund raising ideas for the future	AP	Ongoing
5	Provide the committee with information on the legal status options available.	GG (PR provided – GG to circulate)	Ongoing
6	Upload GP Series information onto the club Website	KB	Ongoing

		(AP to follow up with KB)	
7	Send out the GP Series results, on a 'quarterly' basis	AP	Ongoing
8	Mark out the canal distances in readiness for the canal run	GG	Ongoing
9	'Clean up' the GRC Dropbox account to free up some space	GG	Complete

2. Minutes of last meeting

The minutes of the last meeting, held on April 11, 2022, were previously signed off by the committee and sent out to all members.

3. Finance

Penny, on behalf of Gordon provided the latest club finances to the committee.

The committee was informed that the balance was £ £9,909.28 (this includes ≈£2,239.13 from the Summer Solstice).

Sam Jepson predicted a minor profit from the Summer Solstice, expected in the region of £500 - £1000

Loss reported on TR24, with some recoup of funds predicted across June/July.

4. Membership

Penny, on behalf of Gordon provided the membership figures update:

Members Paid: 152

Resigned: 6

Outstanding: 89

Renewal deadline end June 2022.

5. Policies

No update provided

6. Correspondence

Sam (Jepson) informed committee members, on behalf of Darren, that correspondence has been received from EA (England Athletics) offering a free pair of Shokz headphones to every affiliated club in England for a limited time, in recognition of one of the Club's LiRF/CiRF volunteers.

Committee agreed by majority that the winner of the headphones would be drawn from a pool of the Club's active LiRF/CiRF at random.

Action: Andrew Pask to compile list of LiRF/CiRF's who have regularly led runs in the past 6 months and manage the draw.

7. Club Welfare

Welfare Officers reported no current issues or updates.

8. Club Development

Outstanding LiRF

The Committee was informed that Dale Towing has an outstanding LiRf qualification pending expiry.

Action: Andrew to apply for mitigating circumstance extension due to DT injury.

Action: Penny to contact Dale to determine motivation to complete the qualification and encourage completion.

9. Any Other Business

Summer Solstice

Sam (Jepson) provided a general Summer Solstice update, citing preparations were progressing well, medals and beer label graphics had been completed, and 36 volunteers currently committed to help with the event.

Matthew (Atter) agreed to act as Volunteer Coordinator

5000m Interclub Track Meet

Andrew and Sam (Jepson) proposed the idea of staging a 5000m local interclub track meet in September.

The Committee supported the event.

Discussion centred around officials required to stage the event, and which clubs might be invited to participate.

Committee agreed a low-key pilot for the first event. to be run after the Club Handicap event.

Action: Andrew & Sam (Jepson) to carry forward the idea, investigate logistics and engage support from Rob McCardle & Grantham Athletic Club (GAC).

Club GP Series Covid-5k Update

Kate queried the Friday evening date for Covid-5k GP series event at Turnor Road, Harrowby due to club members loyalty to local Parkrun.

Committee agreed Friday 24 June would be the set date.

Action: Andrew and Sam (Jepson) to organise and communicate to club members.

Beginners Update

Kate provided an update on 2022 Beginners Cohort, citing 25 committed regular attenders after initial mid-programme drop off.

A graduation event was agreed.

Action: Kate to communicate to beginners' group.

TR24 Update

Sam (Dodwell) agreed to drive the van and coordinate club kit

Action: Kate to communicate TR24 to club members and increase internal engagement with members for the event.

10. Date of Next Meeting

Date was agreed for Monday, 11 July at 8.30pm.



Committee Meeting Minutes

Minutes

Date: 11th July 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Andrew Pask & Vicki Ball.

Actions

#	Description	Responsible	Status
1	Investigate different kit for (active) Run Leaders and Coaches	GG	Ongoing
2	Upload updated Policies to the website	KB (AP to follow up with KB)	Ongoing
3	Investigate the creation of a Monthly Newsletter, and maintaining a blog	MB	Ongoing
4	Charity fund raising ideas for the future	AP	Ongoing
5	Provide the committee with information on the legal status options available.	GG (PR provided – GG to circulate)	Ongoing
6	Upload GP Series information onto the club Website	KB	Ongoing

		(AP to follow up with KB)	
7	Send out the GP Series results, on a 'quarterly' basis	AP	Ongoing
8	Mark out the canal distances in readiness for the canal run	GG	Ongoing
9	'Clean up' the GRC Dropbox account to free up some space	GG	Complete
10	Penny and Sam J to offer Dale help, if required, to complete his LiRF qualification	PH & SJ	Ongoing
11	Gordon to investigate, and sort out, Kate and Frasers DBS approval.	GG	Ongoing
12	Complete teams for the TR24 event	SH & SJ	Ongoing
14	Create an introductory email, and a survey, and contact those that decided not to renew their membership.	DH	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on 30th May 2022, were previously signed off by the committee and sent out to all members.

3. Finance

Gordon provided the latest club finances to the committee.

The committee was informed that the balance was £10,085.

It was reported that the Summer Solstice made a profit of £1000 - £1500.

4. Membership

Gordon provided the membership figures update:

Members Paid: 182

Resigned: 6

Lifetime: 1

5. Policies

No update provided

6. Correspondence

The Cross-country fixtures have been released. More information on this will follow.

Fraser informed the Committee that a member had asked him if the Grand Prix run at Rutland Parkrun could be moved, to a Saturday when the Belton Parkrun is not on. The Committee was grateful for the members suggestion, but it was decided that, unfortunately, it was not viable to do this. The Rutland GP run would, therefore, stay on its original date.

7. Club Welfare

The club Welfare Officers reported no current issues or updates.

8. Club Development

Outstanding LiRF

The Committee was informed that Dale Towing has an outstanding LiRF qualification pending expiry. It was agreed that Penny and Sam (Jepson) would offer any help that was required.

The committee was also informed that Mikey has completed, and uploaded, the videos for his course but was still awaiting Safeguarding to be finished.

Action: Penny and Sam J to offer Dale help, if required, to complete his qualification.

9. Any Other Business

Summer Solstice

Sam (Jepson) put on record, to the Secretary, that an email had been sent to all members which included thanking all those involved in the 2022 Summer Solstice race.

Club Handicap

Penny asked the Committee about the club handicap, which has a provision date of Friday, 9th September. It was agreed that this date could be moved to either Wednesday 7th September or Thursday 8th September, with a preference being for the Wednesday. Due to the sunset at that time of the year, it was agreed that the run would finish at 7.30pm. The Committee agreed that the Chairman would be consulted on this before any decision was made.

5000m Track Night

It was agreed that the Committee would ask invited clubs to help with this event, both financially and with volunteers, rather than rely on GAC and GRC. It was also agreed that this event would be staged in Spring 2023, in either April or May.

DBS

Kate and Fraser informed the Committee that their DBS has yet to be sorted.

Action: Gordon to investigate, and sort out, Kate and Frasers DBS approval.

TR24 Update

Sarah High and Sam Jepson were to get together and sort out the teams for TR24. At this moment in time, there was 1 space still available.

Action: Sarah and Sam J to complete teams for the TR24 event.

Non-renewal email

Darren informed the Committee that he would like to send out a survey email to those who decided not to renew their membership. The questions in the survey would be agreed by the Committee prior to sending out, and no further correspondence to these ex-members would be undertaken after this survey.

Action: Darren to create an introductory email, and a survey, and contact those that decided not to renew their membership.

Christmas Dinner Dance

Kate and Sylv are organizing the 2022 Christmas Dinner Dance and informed the Committee that some of the plans are already taking shape. The Masonic Hall on Chambers Street has been booked as the venue. This venue was found to be cheaper than the other venues under consideration, and it was hoped that this saving would be passed on to attending members. GRC would have sole use of the venue. The provisional date for the Christmas Dinner Dance is Saturday, 10th December.

10. Date of Next Meeting

Date was agreed for Monday, 22nd August at 8.30pm.



Committee Meeting Minutes

Minutes

Date: 31st August 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Penny Hodges, Vicki Ball, Michelle Parczuk & Matthew Atter.

Not Present

Mikey Brain

Actions

#	Description	Responsible	Status
1	Upload updated Policies to the website	AP to follow up with KB	Ongoing
2	Investigate the creation of a Monthly Newsletter, and maintaining a blog	MB	Ongoing
3	Charity fund raising ideas for the future	AP	Ongoing
4	Upload GP Series information onto the club website	AP to follow up with KB	Ongoing
5	Send out the GP Series results, on a 'quarterly' basis	AP	Ongoing
6	Offer assistance to member, if required, to complete LiRF qualification	PH & SJ	Ongoing

7	Provide club members with latest GP Series update and to update DropBox	SJ	Ongoing
8	Contact those members who qualify for the headphones offer and sort out the resulting ballot	DH	Ongoing
9	Draft a club statement regarding the 2022 GRC Winter Solstice race	SJ	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on 11th July 2022, were signed off by the committee and will be sent out to all members.

3. Finance

Gordon provided the latest club finances to the committee.

The committee was informed that the balance was £8,390.92.

Gordon also commented that this included a liability of approximately £800, due to the Summer Solstice.

4. Membership

Gordon provided the membership figures update:

1st Claim Members: 189

2nd Claim Members: 6

Memberships Outstanding: 6

Memberships In Progress: 2

5. Policies

No updates provided for this meeting, but the Committee was informed that there were some GRC Policies that would need to be updated soon.

6. Correspondence



The Lincolnshire Cross-country dates and fixtures have been released. These will be communicated to all GRC Members.

7. Club Welfare



The club Welfare Officers reported no current issues or updates.

8. Club Development



Andrew reported that now he was based down South, he was no longer able to take the 'faster' Thursday evening run. Sam Jepson will cover this run when possible. Andrew also informed the Committee that he'd spoken to Joe Diggins, who will undertake the LiRF course. In the meantime, Andrew is to contact Joe to let him know that he will be able to lead the Thursday run as an ARC Run Leader, which the Committee agreed with.

It was also agreed that new members would be 'announced' on Facebook, as had previously been the case.

9. Any Other Business

Member Non-Renewal Survey

Darren gave a summary of the results from the survey he sent out to members who decided not to renew their club membership for this year. He concluded that in most cases the club could not have done anything more for them to have re-joined, and that injury, change in circumstances and ongoing effects of the post-Covid situation were the major factors.

Welfare Officer Training

Kate informed the Committee that she has completed the 'Time 2 Listen' course. Sam J informed the Committee that he has now booked onto the course, which is due to take place in November. Sarah and Gordon are also Welfare Officers and will remain as such.

Lincolnshire Athletics Association

It was reported that the LAA Chairperson was to stand down at the next LAA AGM in October. Paul Davidson, LAA Secretary, had contacted club secretaries with a review of his plans for the future of LAA.

Members of the GRC Committee were invited to join both the LAA 'special meeting' in September, and the LAA AGM in October.

GRC AGM



It was agreed that the GRC 2022 AGM would be on Thursday 20th October, at the Railway Club. Further information would be agreed nearer the time.

Within the Committee, Darren stated that he would be willing to take over as Treasurer, whilst Kate stated she would be willing to take over as Membership Secretary.

Kate also informed the Committee that it was her intention to step down as Beginners Secretary. Gordon agreed to take over this role. It was agreed that the person in this role does not need to be on the Committee.

Club Handicap Race

The club handicap would take place on 7th September, with the first runner starting at around 6.15pm.

Race numbers, signage, etc for the race needed to be collected from the club container. The invite to take part was extended to GAC. The club would also ask GAC about the possibility of borrowing the race clock and provide timekeepers.

It was agreed that all GRC-led club runs on RunTogether would be cancelled on 7th September.

Sam D would sort out the prizes, and the results.

GP Series updates

Sam J agreed to send out the next GR Series update information to club members, and update DropBox accordingly.

Action: Sam J to provide club members with latest GP Series update and to update DropBox.

England Athletic Headphone Tester Programme

England Athletics have offered each club under their remit a free pair of ShockzOn headphones, to be 'awarded' to any LiRF, CiRF or coach qualified members. The club took up the offer and is now in receipt of the headphones. It had previously been agreed that a ballot would be held, with the names of those members who qualify for the offer. This will take place at some point soon.

Action: Darren to contact those members who qualify for the headphones offer and sort out the resulting ballot.

GRC Winter Solstice

The Committee agreed that this was unlikely to happen this year, as timescales were already very tight. Sam J agreed to draft a statement in respect to the race this year.

Action: Sam J to draft a club statement regarding the 2022 GRC Winter Solstice race.

10. Date of Next Meeting

It was agreed that the next meeting would be the AGM, on Thursday 20th October.



Committee Meeting Minutes

Date: 9th November 2022

Attendees: GRC Committee members

Time: 20.30

1. Apologies

Michelle Parczuk.

Not Present

Wendy Smith.

Actions

#	Description	Responsible	Status
1	Upload updated Policies to the website	AP / KB	Ongoing
	Charity fund raising ideas for the future	AP	Ongoing
3	Upload GP Series info onto the website	AP / KB	Ongoing
4	Assist member to complete LiRF qualification	PH & SJ	Ongoing
5	Purchase more club vests	SD	Ongoing
6	Post a Christmas Meal reminder on the club Facebook group	SHu / KM	Ongoing
7	Send Christmas Meal reminder email to all members	DH	Ongoing

8	Organise the GRC Christmas Eve run	SH	Ongoing
9	Organise the GRC Christmas Lights run	KM	Ongoing
10	Create a new committee Dropbox account	DH	Ongoing
11	Update the MOTM blog	KM	Ongoing
12	Update committee roles and photos on club website	AP / KB	Ongoing
14	Start looking into a GRC trip abroad.	MA	Ongoing

2. Minutes of last meeting

The minutes of the last meeting, held on 31st August 2022, were signed off by the committee.

3. Debrief of 2022 AGM

It was commented that the AGM was not well attended. Ways to address this were discussed, which included not live streaming it, to improve attendance. If it was to be live streamed, it was agreed that an external microphone would be used as some members watching online complained about the sound quality. Another idea was to do the 2023 AGM online, via Teams. It was agreed that this would be discussed further nearer to the time of the 2023 AGM.

4. Business Arising from 2022 AGM

This will be recorded in the 2022 AGM minutes.

5. Finances

Julia provided the latest club finances to the committee. The committee was informed that the balance was £8,453.29. Julia also informed the committee of her request for her signature to be added to access the club finances. This request was accepted, and minuted.

6. Membership

Kate provided the membership figures update:

1st Claim Members: 211

2nd Claim Members: 10

Life Members: 1

Kate also informed the committee of some updates that she has implemented with regards to membership forms. The Membership PDF has now been updated to make it interactive, so new members no longer need to print out a physical version. It was also agreed by the committee that the Newcomers welcome email should be updated and started again.

7. Policies

There were no updates provided for this meeting.

8. Correspondence

Darren informed the committee that he had received notification from England Athletics that the individual athlete annual membership with England Athletics was to increase by £1 next year. It was agreed that this would be discussed closer to membership renewal time.

9. Club Welfare

The committee was told that both Sarah and Gordon Geach both need to complete their Safeguarding, to join Kate as qualified Welfare Officers.

10. Club Development

Sam J informed the committee that he and Vicki will book onto the new, updated welfare course when the dates are released next year. The current course has been deemed to be outdated by the course provider, so Sam has cancelled his course and, along with Vicki, will await further details.

11. Kit

Sam D requested authorization from the committee to purchase some more club racing vests. Other events (like TR24 and Summer Solstice), that require funding, were taken into consideration as the cost of the club vests would be in the region of £600. A show of hands was taken, and it was agreed that the club vests would be purchased.

Action: Sam D to purchase more club vests

12. Social

Sylv and Kate provided an update to the GRC 2022 Christmas Meal. So far around 48 people had signed up. This would be enough to break even, but it was agreed that a push would be made to try and increase this number. To this extent, a Facebook reminder message would be posted, and an email sent to all members.

Action: Sylv/Kate to post Christmas Meal reminder on the club Facebook group.

Action: Darren to send Christmas Meal reminder email to all members.

13. Any Other Business

GRC Christmas Eve run

Sarah volunteered to organise the GRC Christmas Eve run. Due to Christmas Eve falling on a Saturday this year, it was agreed that the run would occur after the Belton Parkrun. Kate agreed to look into the possibility of members running the Parkrun, then having breakfast at the Belton Garden Centre, then going on to the GRC Christmas Eve run.

Action: Sarah to organise the GRC Christmas Eve run.

GRC Christmas Lights run

The date of Monday, 19th December was agreed for the GRC Lights Run. Kate agreed to take the lead on this.

Action: Kate to organise the GRC Christmas Lights run.

GRC Dropbox Account

The club has been using a committee DropBox account which is under the ownership of Gordon (Geach). Although Gordon informed the committee that he had no issue with the committee continuing to use his DropBox account, it was felt that this could cause data protection issues. It was therefore agreed that the best outcome would be to create a new committee Dropbox account. This would be done as soon as possible.

Action: Darren to create a new committee Dropbox account.

TR24

It was agreed that when the TR24 entries open, the club would purchase 3 teams of 8, and a team of 5. It was also agreed that if these teams filled up, then another team would be purchased.

GRC Website



Several committee members have been looking into the subject of the GRC website, and commented that the website needs restructuring, and moving onto WordPress. The site needs a major overhaul. The committee would guide Kris Blake, who has again kindly offered to help with the site. Several things need updating as soon as possible, including Season Bests, 2022 GP Results, committee roles and MOTM.

Action: Kate to update the MOTM blog.

Action: Andrew to inform Kris of committee roles and photos

Running Trip Abroad

The idea of a GRC running trip abroad was raised at the 2022 AGM, and it was agreed that this was a good idea that should be implemented. Matthew Atter agreed to take ownership of this.

Action: Matthew to start looking into a GRC trip abroad.

Awards Night

A sub-committee for the awards night was agreed. Andrew, Sam J, Sam D and Fraser would be involved in this sub-committee, with help from other committee members.

Club PO Box

Fraser informed the committee that Rob (McCardle) owned the PO Box that was associated with the club. Rob informed Fraser that there was very little mail for GRC in this PO Box, and that any mail was scanned and forwarded on to the appropriate committee member. The committee agreed to leave this in its current format, which Rob was OK with.

Summer Solstice

Sam J agreed to be the 2023 Race Director, with the existing team also staying the same. Penny and Sam D also agreed to help where required. Sam J also let the committee know of his intention to open entries on 1st January, as opposed to the current March date.

Head Torch Run

The Club would put on a head torch run, which have proved to be popular in the past. The run would be in Ropsley on a Wednesday or Thursday, in the next 3 or 4 weeks, and would be either 5K or 10K in distance. Sam J agreed to take the lead on this, with help from the social secretaries Kate and Sylv. Help would also be required from the clubs' run leaders.

Cross-country



Sam J informed the committee that the North Midlands and Lincolnshire XC races were coming up. Feedback from the National Relays was very positive and enjoyed by everyone that took part.

Club Records/Stats

Sam J and Fraser let the committee know that a club stats spreadsheet has been created, ready for the Awards evening. Po10 was used to create the Age Gradings, which would be utilised for the Age Grading Certificates. A question was asked as to where the club records were kept, and it was stated that they are only kept on the website. It was agreed that this needed to be rectified, and this would be developed.

GP Series

It was agreed that the Great Eastern Run, which was short, would be treated as 13 miles as far as the Grand Prix age-grading was concerned. Sam J is to regrade those members than ran this race. It was also agreed that this revised age-grading figure would be valid for the GRC age-grading certificates, and if this scenario was to happen again then this regrading process would be repeated.

Equinox

It was noted by the committee that there was a strong feeling, within the club, that not enough was being done to support Equinox. There was concern within the committee that, going on previous years, that any teams bought by the club may not be filled. However, it was commented that this could have been affected by London Marathon being in October for the past few years. It was therefore agreed that the club would take the lead on this to attract more members to enter the race. The club will commit to buying 2 teams of 8 for Equinox 2023, with a third team if required. This would be done in a similar way to TR24. Sam D, with the help of Penny, would take the lead on this.

GRC Container Keys

Sam D informed the committee that he was still in possession of a set of keys for the GRC container. It was agreed that Sam D and Andrew would remain the key holders for the container.

14. Date of Next Meeting

It was agreed that the next meeting would be on Tuesday 3rd January 2023, at 8.30pm.

