Committee Meeting Minutes

Date: 24th August 2026
Attendees: GRC Committee members
Time: 8.30pm
Location: Online

1. Apologies

Kate Marshall, Russell Maksymiw & Ros Sadler.

Present: Zoë Wragg, Sarah High, Fraser Marshall, Matthew Atter, Sylv Hull, Sam Dodwell, Nicci Whittaker, Russel Whittaker, Cameron Hoggan, Rick Dobbs, Julie Gilbert and Darren Harley.

2. Minutes of last meeting

The minutes of the last meeting, held on Monday 13th July 2026, were signed off by the Committee.

3. Actions from the last meeting

Task	Description	Responsible	Status
1	Delete Dropbox files that are no longer required.	SHull	Ongoing

4. Finance

Cameron provided the Committee with the following Finance report:

Current: £5,059.12
Liquidity manager: £5,123.80
Reserve: £1,035.22

Cameron also informed the Committee that he had chased up HMRC regarding the CASC application. It was confirmed that the club could not apply for CASC, as we do not accept junior membership and as such the club is not classed as 'open to all the public'. This matter would now be closed.

Cameron let the Committee know that he would investigate the tax paid by the club.

5. Membership

In her absence, Kate informed the Committee of the latest membership figures via the Committee WhatsApp group.

We have 252 members in total:

4 life members

243 first claim members.

5 second claim members (including two changes of claim, who have both gone on to second claimed with us.)

+ One form to process.

6. Correspondence

Sylv informed the Committee that she had contacted England Athletics regarding the spelling of a member's name on the EA site. This had been raised previously by Darren, so it is hoped this would be fixed by EA soon.

Sarah let the Committee know that she was beginning to get some information through regarding the upcoming Cross Country season. She had received details from North Midlands XC but was still awaiting any information from Lincs XC.

7. Club Welfare

Sylv informed the Committee that herself, Zoë and Rick are now qualified as Welfare Officers. It was also confirmed that when Kate steps down from her club roles, Sarah will be the Lead Welfare Officer.

8. Club Development

Rick and Sarah let the Committee know that they would try and get all the Run Leaders and Coaches together to discuss what the club currently offers its members.

The subject of what happens when Kate steps down as Membership Secretary was discussed by the Committee. It was agreed that it would be very useful if Kate could produce a 'handover' document in readiness. It was also agreed that the Committee may have to advertise for this role.

Action: Kate to produce a Membership Secretary handover document

9. Kit

Sam informed the Committee that the new club hoodies were now in the embroidery phase, and he would contact the kit company to push this. Sam also let the Committee know that he would be ordering more kit this week.

10. AOB

Equinox – Van Hire

Sylv asked the Committee for its approval for the club to hire out a van to help with the Equinox logistics. It was agreed by the Committee that this is a good idea, and there were no objections from those present on hiring a van.

Viking Way Relays

Rick informed the Committee that had become aware of the Viking Way Relays run and the Cadwell Park Ultra, both of which may be of interest to the club next year.

Club Email Addresses

Rick voiced his concerns at personal email address being on the club website, and whether they could be replaced by a generic address. Sylv let the Committee know that most of the email addresses had been removed from the website and replaced with online contact forms. Sylv agreed to investigate creating contact forms for the 2 remaining instances of personal email addresses still on the site.

Action: Sylv to create online contact forms to replace the 2 remaining email addresses on the club website.

London Marathon Club places

Darren informed the Committee that he still hadn't heard from the London Marathon team regarding the number of club places for the 2027 races. Sam let the Committee know that he had heard it would be within the next week or so.

Date of Next Meeting

It was agreed that the next meeting would be on Monday, 5th October.

Meeting Closure.