



**Committee Meeting 12th March 2025
7.30pm Withersfield Village Hall**

MINUTES

Present: Mark Novels, Joe Winter, Lynnette Garstang, Sil Clay, Daniel Pelling, Horace Shuriah, Kristina Selleck, Susan Marren, Cheryl Trundle, Barry Osborne

1. Apologies: Andrew Gage, Stephen Husband, Tracy Pelling

2. Approval of Minutes from last meeting

The minutes of the meeting held on 19th February 2025 were approved.

3. Actions from previous meetings

Task	Action point	Action by	Status
Juniors	To locate safe storage for floodlights and consider insurance implications	Sil	Ongoing
Club championships	Review WAVA score spreadsheet.	Mark and Ian Eldon	Ongoing
First Aid Packs	Check and update first aid packs, as required, notifying Joe of likely costs.	Cheryl	Completed

Codes of Conduct	Ensure all members agree the relevant COCs on the myAthletics portal	Mark/Susan (Seniors) Vron/Sil (Juniors)	Completed
Funding	Draft and submit funding application to Sports England	Mark/Stephen	Completed
	Send training ideas to Mark for inclusion in funding application	ALL	Completed
Events	Respond to Haverhill Town Council to express interest in events	Mark	Completed
Club Champs	Add additional races to Club Champs	Mark	Completed
Road Relays	Send link to form to Kristina	Mark	Completed
Charity of the Year	Open a Just Giving page	Lynnette	Ongoing

4. Finance Update

Joe provided the following update on finance

- Bank Balances as at 11 February 2025:
 - Current Account £115.78
 - Reserve Account £9,635.97
 - Cash £310.90
 - Total £10,062.65
- Bank Balances as at 11 March 2025:
 - Current Account £246.76
 - Reserve Account £10,495.21
 - Total £10,741.97

- Largest items of Income since last meeting:
 - Grant income (For coats and other equipment) £922
 - Memberships £106.25
 - Clothing £75
- Largest items of Expenditure since last meeting:
 - Coats for Junior coaching (use of previously received grants) £258
 - Suffolk County AA affiliation fee £90

Joe agreed to clarify how much net profit from food was raised after the XC race at Horseheath, which can be donated to our Charity of the Year.

It was noted that since the grant to the value of £922 for coats and equipment had now been received, action was required to place an order for the relevant items. Mark agreed to action this.

Mark confirmed that a separate funding application had been submitted to Sports England to the value of £2230, to cover the cost of CiRF, LiRF, First Aid and Road Management training courses, as well as the annual cost of hiring Castle Manor. He will notify the committee as soon as an outcome has been communicated to him.

5. Membership update

Susan confirmed that since the last report there have been 3 new Juniors processed.

Therefore, we now have 302 members:

- 251 1st Claim members
- 5 Lifetime members (Competitive)
- 1 Lifetime member (Non-Competitive)
- 1 Non-Affiliated Senior
- 17 Non-Affiliated (U11) members
- 7 2nd Claim members
- 20 Associate members
- We have 63 Juniors in the club

We have now closed the applications for new members until 1st April. There are no outstanding payment issues with the Seniors and 1 outstanding payment for Juniors which is being chased up - update from Sil, junior member to be resigned from the club.

Mark and Susan will begin the new annual membership process shortly.

6. Junior Section

JJs

The JJs have just celebrated their first anniversary. Sil reported that there are still new recruits accessing the JJs with the hope that they will join the club.

One JJ has recently transitioned into the Junior Section. A new transition programme is being looked at to help inform parents of what is expected at junior level.

Sil is trying to organise the JJs to take part in the Sportshall Athletics programme. Initially this will be done at a local level with the hope of taking part in County competitions in the near future.

The JJs will be taking part in this month's Time Trial on Thursday 27th March. They will run a distance of 3K, the route has been mapped out in advance. There will be a need for extra marshals to ensure the safety of the children. Despite the assurances given by Sil some concern remained about the potential safety risk of JJs clashing with 5K runners, especially as the graduate beginners would also be running that night. It was therefore suggested that a 6.30pm start for the JJs might be more appropriate and Sil agreed to give this further thought.

A question was asked in regard of having a Facebook page for the JJs but after discussion it was confirmed that parents are, in any case, already able to join the members Facebook page and it might be possible to highlight which posts are for JJs by signalling that in the post headings.

JUNIORS

The Junior Section continues to do well with great successes at XC, Time Trial and other club championship races.

The new jackets for Junior coaches have been ordered. They will differ slightly from the senior coaches jackets, mainly being thicker for warmth.

Sil advised that she had 2 full teams for the Suffolk Relay race. She has 2 other girls that she is hoping to place in a team. She will liaise with Kristina to see if they can be slotted in with any of the seniors.

7. Member of the Month

The following nominations were received for February 2025

- **Mark Novels:** for winning his age group at Tarpley 20
- **Barry Osborn:** for his commitment and encouragement to members of HRC members during Tarpley. He met with me before hand and showed genuine interest in my running and what I had been training for. He also helped calm my nerves before the run. Then during the race he appeared at different locations of the course cheering on, providing unwavering support and solid advice. He is an absolute asset to the club!
- **Thomas Allen:** Since transitioning to the seniors Tom has gone from strength to strength. He is conscientious, regularly attends club training, and represents the club in a range of events. He always pushes himself to do the best he can and, as a result, has continued to improve on his achievements and stack up some new PBs. Tom participated in most of the Suffolk Winter League XC races, including the one in Pakenham on 9th February. He usually finished amongst the top runners in these

races, which have played a key part in his strength conditioning. In addition to pure running, Tom regularly competes in duathlons and triathlons at a national level, ranking 45th in his age group in 2024. He hopes to improve on that this year and, judging by the amount of training he puts in each week, as well as results from recent events, he's certainly on track to do so. For instance, in a duathlon event over the weekend of 8th/9th March he came 3rd in his age group and 16th overall in a competitive field. Tom's swimming training continues year-round and during the lull in the triathlon and duathlon calendar he enters swimming competitions. In one competition held in February, he achieved PBs in both the 50m and 1500m freestyle, which is certainly something to celebrate. Tom should be extremely proud of what he has achieved and we look forward to hearing more about his achievements in the coming weeks.

8. C&C Track Events

Mark had been approached by C&C to enquire if any of our members would be interested in taking part in track events and competitions with their club. This would involve our members becoming 2nd Claim members at C&C at their own expense. The committee agreed that this would be an individual decision of the members. Mark will inform C&C that we were leaving it up to our own members.

9. Tuesday Training - Hayley

Hayley has now started her position as Head Coach and attended the meeting to update the committee on her progress so far.

A questionnaire was put out to all members with a small response.

The overall opinions were positive:

Members enjoyed:

- learning different strategies
- building consistency in training
- meeting with other members

Some negative feedback was also received:

Members expressed that:

- training didn't match with race goals
- the same locations were being used, not enough variety
- some members were nervous of training

Hayley presented a draft training schedule which would break the year down into segments. The example given was:

- January - April: focus on marathon training
- Summer months: focus on road races, short distances
- Winter months: focus on off road races, longer distances

It was also proposed to utilise the track training more efficiently for specific training.

Hayley also presented a 'training plan crib sheet' to assist coaches with planning training sessions. Regular meetings to be held with coaches to provide continuity and support for each other.

It is hoped that the new programme will start in May or June and will be reviewed at a later date.

Other plans that Hayley is hoping to organise include:

- Guest coach visits/talks
- 'Fun' events for whole club participation
- Build an online library of training programmes to include, strength work, stretching, mobility.

The committee thanked Hayley for all the work she has put in so far, and agreed that the proposals that she had made so far were moving in the right direction.

10. Task Update

The task tracker was reviewed briefly for any updates, some of which had already been covered during the meeting. It was noted that:

- The new beginners will graduate at the March Time Trial
- Bill Banner will be renewing his Road Traffic Management Licence (required to obtain a licence to run the HRC 5K Summer Series event in July) Lynnette will be attending a Road Traffic Management course with a view to shadowing Bill at the event this year and taking over the role in 2026.
- It was noted that the number of members expressing an interest to participate in the Suffolk Road Relay had been disappointing, especially from the ladies. It was agreed to keep pushing members to come forward.

11. AOB

There was no further business

Date and venue of next meeting

9th April 2025 at Withersfield Village Hall

New action points

Task	Action point	Action by	Status
Juniors	To locate safe storage for floodlights and consider insurance implications	Sil	Ongoing
Charity of the Year	Open a Just Giving page	Lynnette	Ongoing
Club Championship	Review WAVA score spreadsheet	Mark and Ian Elden	Ongoing
Finance	Clarify net profit (for Charity of the Year) from Horseheath food sales	Joe	
	Post details of net profit from Horseheath food sales on FB	Lynnette	
	Organise and place an order for the items covered by the grant received of £922	Mark	
Time Trial	Review and confirm start time of 3K TT	Sil	
Road Relays	Liaise with Kristina on including junior girls in senior ladies team	Sil	

C&C	Confirm decision about track events with C&C	Mark	
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