



Committee Meeting 9th April 2025

MINUTES

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

1. Apologies: Stephen Husband, Andrew Gage. Horace Shuriah

2. Approval of Minutes from last meeting

The minutes of the meeting held on 12 March 2025 were approved.

3. Actions from previous meeting

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
Charity of the Year	Open a Just Giving page	Lynnette	Ongoing
Finance	Organise and place an order for the items covered by the grant received of £922	Mark	Completed
	Clarify net profit (for Charity of the Year) from Horseheath food sales	Joe	Completed
	Post details of net profit from Horseheath food sales on FB	Lynnette	Completed
Time Trial	Review and confirm start time of 3K TT	Sil	Completed
Road Relays	Liaise with Kristina on including junior girls in senior ladies team	Sil	Completed
C&C	Confirm decision about track events with C&C	Mark	Completed

4. Finance Update

Joe provided the following update on the club finances:

Bank Balances as at 11 March 2025:

- Current Account - £246.76
- Reserve Account - £10,495.21
- Total - £10,741.97

Bank Balances as at 8 April 2025:

- Current Account - £1,256.33
- Reserve Account - £8,142.96
- Total - £9,399.29

Largest items of Income since last meeting:

- Memberships - £1,299.44

Largest items of Expenditure since last meeting:

- Castle Manor (use of grounds for training) - £624
- KiiWii (use of grant income for coaches jackets) - £585
- 5k Series course measurement - £300
- Website fees for year - £288
- England Athletics affiliation and 4 lifetime memberships - £285
- Road relays entry (9 teams) - £278

Joe confirmed that with effect from May 2025 he will include a specific section giving a running total for the monies raised for charity. It was noted that this is currently close to £350, including £315 from profit on food at the XC event and £32 from time trial donations.

Mark confirmed that the funding application to Sport England had been unsuccessful.

5. Membership update

Susan confirmed that this month's report is slightly different as numbers are fluctuating due to the new membership year.

Since the last report there have been 3 new members processed (all from the recently finished Beginners Course), bringing the total number of members to 281:

- 248 1st Claim members
- 6 2nd Claim members
- 4 Lifetime members (Competitive)
- 1 Lifetime member (non-competitive)
- 22 Associate members

Membership renewal payment request emails were sent out to all current members on the 2nd April. The position with renewals up to and including 8th April are as follows:

- 19 Resignations
- 2 transfers from Associate to 1st Claim
- 3 transfers from 1st Claim to Associate
- 105 payments received

- 131 payments still to be received

All U11s have now been transferred to 1st Claim.

6. Junior Section

Sil provided the following update on the Juniors:

- The inaugural 3K event for the JJs held in conjunction with the club's monthly Time Trial in March received very positive feedback. It was reported that there was a family feel to the event and the JJs were enthusiastic and very quick. The next one will be held at the end of May. It is planned to hold this event during the summer months (May to September)
- Sit reported that any Junior/JJ Thursday night training that clashed with the 5K Summer Series could be moved to a Tuesday evening to enable the coaches to take part. It was noted that this would only affect one Thursday.
- There could be a potential problem with meeting at Samuel Ward School during school holidays as the new headteacher is planning on work being carried out around the school grounds. Castle Manor would be the alternative.
- Sil asked if Harry Minnette could be added to the nominations for Member of the Month; he is a wonderful asset during training helping with the set-up of the lights during the winter months. He is encouraging to other members. It was decided that a special report be included in the next newsletter.
- A donation of Hi Viz attire was received from Shirley Fowler.

7. Member of the Month

The following nominations were received for March 2025:

- **The person who does the newsletter (i.e. Mark Novels).** They obviously put a lot of time into it and it provides members with lots of information.
- **Sil Clay.** When Sil gets something in her head, she makes it happen and this time it was the JJs 3k Time Trial, which was an amazing event and all her brainchild. We had 19 JJs and at least 2 more who wanted to come but couldn't make it. After they'd finished, they were all asking when the next one was.

After due consideration and a vote by Committee members, Sit Clay was voted as Member of the Month for March 2025.

8. Key Dates

Dates for key HRC events were agreed as follows:

- Summer BBQ - to be held at Serenity Lakes - Sunday 3rd August 2025
- Christmas Party - venue to be confirmed - Saturday 6th December 2025
- Club AGM - to be held at Haverhill Arts Centre - Thursday 4th December 2025

9 Task Update

The task tracker was reviewed briefly for any updates. It was noted that:

- Mark will forward a photo from the March Time Trial to Kristina to send to the local press
- 9 teams are now signed up for the Suffolk Road Relay

- Plans were progressing for the Round Norfolk Relay. Lynnette and Stephen Reyes will meet to discuss the next steps.
- Cheryl Trundle is chasing suitable dates for First Aid training.
- Tracy Pelling was arranging a date for someone to come and chat with the welfare team.
- Only 6 people had signed up so far for the next Beginners Course.

10. AOB

Sil has been approached by one of the Junior clothing sponsors, Acoustic, to enquire if someone from the company could run in our club vest and add their own company logo. Concerns about this were raised and after discussion it was agreed that Mark and Joe would consider it further after reviewing UKA competition rules.

It was noted that several members of the committee would be unavailable for the meeting due to be held on 14th May. It was therefore decided to hold the meeting via TEAMS online on Wednesday 7th May 2025

11. Date and venue of next meeting

Wednesday 7th May 2025 via TEAMS online at 7.30pm

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
Newsletter	Photo of March Time Trial to Kristina	Mark	
Assets	Check insurance policy for compiling asset costs for equipment in garage	Joe	
First Aid training	Book dates for training	Cheryl	
Sponsor using club vest	Check legality of sponsorship with UKA rules re Acoustic using club vest and adding their own logo	Mark/Joe	