



Committee Meeting 12th November 2025
Withersfield Village Hall

MINUTES

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

1. Apologies: Andrew Gage

2. Approval of Minutes from last meeting

The minutes of the meeting held on 8th October 2025 were approved.

3. Actions from previous meeting

Task	Action point	Action by	Status
Garage contents	Stocktake to be held to assess contents	Mark Horace	To be completed
Membership 2026/27	Draw up a model of different costings and options for membership (bring to January meeting)	Mark, Joe	To be completed
Club App	To investigate the viability of creating a club app	Mark Stephen Susan	Ongoing
Club Champs	To publish new Club Champs Rules to members	Mark	Completed
Christmas Party	To contact New Croft to change the date of final balance due	Susan	Completed

4. Award Nominations

The Committee reviewed the nominations for each award. Following some detailed discussion and in consideration of the reasons given, the Committee held a vote to agree a shortlist (winners and runners up) for each award. Where members of the Committee had been nominated for an award, they were asked to leave the room while voting was undertaken and took no part in the process. It was agreed to publish a list of the shortlisted nominees via Facebook and web news.

In addition to the nominations received and voted on, it was agreed that Shirley Fowler should receive an Outstanding Achievement Award and Lifetime Membership, in view of the time she had been a member and the contribution that she had made to the Club in that time.

5. Christmas Party

The following points were discussed:

- 53 people have signed up to attend with 14 still to pay, Joe to email reminders to those people
- Request to The New Croft to have access to the hall from 5pm to enable setting up, this will entail a further £35 to be added to the invoice
- Final invoice to be requested from the New Croft for paying along with notification of dietary requirements
- Decorations - table clothes, red and gold helium balloons, table decorations
- Lynnette to oversee the raffle, notice to be placed on Facebook asking for donations
- Mark to produce a 'drinks token' for each guest for the welcome drink

6. AGM

The AGM will be held on Thursday 4th December 2025 at Chalkestone Community Centre commencing at 7.15pm. Club run will commence at 6pm to enable people to attend the AGM afterwards.

It was agreed that this year's agenda will be similar to the 2024 agenda but with the addition of an item covering the new club policies and that it will be distributed to members before the meeting. Mark to publish a questionnaire asking for feedback on pros and cons of the club, the results of which will be shown at the meeting.

Three current committee members are standing down from their roles this year and two members have expressed their desire to join the committee for 2025/26. Mark to speak with them to find out what role they would like to play on the committee. The committee discussed the potential of having one of the Junior Section team members on the committee to bridge the gap between seniors and juniors. Sil to investigate if there is anyone suitable/willing.

7. Finance Update

Joe presented the following finance update:

- Bank Balances as at 7 October 2025:
 - Current Account £357.40
 - Reserve Account £9,698.47
 - Cash (coins) £15
 - Charity £(594)
 - Total £9,476.87

- Bank Balances as at 11 November 2025:
 - Current Account £371.43
 - Reserve Account £9,521.77
 - Cash (coins) £15
 - Charity £(594)
 - Total £9,314.20

- Money raised so far for charity:
 - Profit from XC event £327
 - 70% profit from 5k event £147
 - Time trial donations £120
 - Total £594

- Income since last meeting:
 - Christmas party £825
 - Memberships £106
 - Clothing £155

- Largest items of Expenditure since last meeting:
 - Summer BBQ £351
 - Junior section (includes coaching course) £335
 - Awards engraving £221
 - RNR (Fuel and trophies) £121
 - XC fees (entry fee and first race) £139

Joe confirmed that he had not yet received invoices to pay for the use of the Carver Barracks track - £225

Joe reported that there was a surplus profit of £21 from the summer BBQ and asked the committee how best to utilise this money. It was decided that the £21 would be used towards reducing the cost of hiring the New Croft hall for an extra hour to enable setting up for the Christmas party.

8 Membership Update

Susan presented the following membership update:

Since the last report there has been 9 new member applications including:

- 4 First Claim Juniors
- 5 First Claim Seniors

There has also been 1 transfer from Associate membership to First Claim membership and 1 First Claim transfer from Newmarket Joggers to Haverhill Running Club

Taking account of the above information, there is now a total of 290 members, including:

- 22 Associate members
- 256 First Claim members
- 4 Lifetime members (Competitive)
- 1 Lifetime member (Non-Competitive)
- 7 Second Claim members

9. Junior Section Update

Sil provided the following Junior Section update::

- Christmas party will be held on Thursday 11th December at Samuel Ward school
- Christmas meal for team members will be held on Wednesday 10th December
- A grant in the region of £590 is pending which will go towards a new coach and trophies
- Juniors will finish on Thursday 18th December and recommence on Tuesday 6th January 2026.

10. Member of the Month

Three nominations were received for October 2025 as follows:

- Tujan Sari - Other than being at the heart of the JJs section, setting up, coaching and taking care of equipment, Tujan gives so much of his time too. Tujan was instrumental in getting the JJs ready for their first Sportshall Athletics competition, even helping out the officials on the day. I am very proud to see him representing the club in such a good light
- Mark Ashwood - Mark has been representing the club on a fairly regular basis at events throughout October often improving his times. Always very positive with a smile
- Stephen Husband - For achieving a fantastic time of 17:24 in the Abington 5K coming first in his age category

After due consideration, Stephen Husband was voted as Member of the Month for October

11. Task Tracker Update

The Task Tracker was updated and the following key points were noted:

- Publicity - to write up a report about the award winners and Mark's New York marathon achievement
- Next Beginners Course to commence on Thursday 8th January 2026
- Decision to be made on the Charity of the Year for 2026

- Ian Elden has notified that he wishes to discontinue being the results organiser for the Summer 5K series
- Welfare issues - some issues have been successfully dealt with by the welfare team

13. AOB

The following points were raised:

- The decision was made to donate £100 from club funds to Joe Mower's retirement
- Two places are available on the Club Leadership Programme; Lynnette and Kristina will attend
- Mark thanked the committee for their hard work over 2025. Special thanks were given to Stephen, Barry and Dan who are all stepping down from their position on the committee
- Committee meal and drinks to be held on Monday 15th December at The Flying Shuttle

14. Date and venue of next meeting

AGM Thursday 4th December at Chalkestone Community Centre at 7.15pm

New action points

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Club App	To investigate the viability of creating a club app	Mark Stephen Susan	Ongoing
Christmas Party	To request donations/ sell tickets for raffle	Lynnette	
	To purchase decorations and plan setting up	Susan Lynnette	
	Welcome drinks token to be prepared	Mark	
AGM	Questionnaire to be produced	Mark	
	Agenda to be compiled and sent to members	Mark Susan	
Publicity	Notice to be prepared regarding award winners and Mark's NY marathon	Kristina	

