



**Committee Meeting 10th June 2026
Withersfield Village Hall**

MINUTES

Present: Mark Novels, Sil Clay, Joe Winter, Susan Marren, Horace Shuriah, Andrew Gage, Kelly Mephram, Lynnette Garstang, Steve Oglesby, Jack Tappin, Stephen Reyes

1. Apologies: Tracy Pelling, Cheryl Trundle

2. Approval of Minutes from last meeting

The minutes of the meeting held on 13th May were approved.

3. Actions from previous meeting:

Task	Action point	Action by	Status
First Aid course	To add Steve Oglesby to the attendees list	Mark	Completed
Christmas Party	To obtain quotes and information from the New Croft	Susan	Completed

4. Finance Update

Joe presented the following finance update:

- Bank Balances as at 13 May 2026:
 - Current Account £302.07
 - Reserve Account £11,857.65
 - Total £12,159.72
- Bank Balances as at 10 June 2026:
 - Current Account £670.07
 - Reserve Account £11,865.51
 - Total £12,535.58

- Income
 - Memberships - £380
 - Beginners course - £90
 - Clothing - £137
- Expenditure:
 - Rent - £111 (includes two months due to change in DD date)
 - Insurance - £110
 - Hall hire - £18

5. Membership Update

Susan presented the following membership update:

The renewal process has now been concluded. A total of 81 (27%) members have either resigned from the club themselves or have been resigned by the club for non-payment of their membership renewal fee. It should be noted that members who were resigned for non-payment received multiple personal reminders via e-mail before being resigned. There were also multiple reminder posts in the Newsletter, on Facebook, on the App and via website newsfeeds. This is an increase on last year's resignations (68, 23%)

There has been 4 new applications processed since the last meeting, all senior 1st Claim (1 is a returning member)

Taking account of the above information there is now a total of 232 members, including:

- 27 Associate members
- 169 First Claim members
- 21 First Claim (Family) members
- 5 Lifetime members (Competitive)
- 1 Lifetime member (Non-Competitive)
- 9 Second Claim members

6. Junior Update

A full report will be given at the July meeting

7. Captains Update

Jack reported that so far there are 8 men signed up for the Ekiden Relay. Another announcement will be put out on the App and Facebook encouraging more men to sign up. A final decision will be made on the 21st June on whether there are enough men to make up teams.

Kelly updated the meeting with the following points:

- So far only 4 ladies have signed up for the Ekiden Relay.
- Kelly will be meeting with Hayley to brainstorm ideas for future training sessions.
- Looking into the possibility of using some of the grant money to present talks on fitness and health.

- A possibility of holding circuit sessions, potentially at the leisure centre. Prices to be obtained of hiring the hall at the leisure centre.

8. Member of the Month

There was only 1 nomination this month:

- Ethan Bolton - recently completed his first marathon at Milton Keynes with a great time of 3 hours:31minutes; steps up regularly to the JJ section and leads the warm up with passion and knowledge

Ethan was unanimously voted Member of the Month for May.

9. Guided Running Course

An enquiry had been made by a member as to whether the Club could financially support a First Aid course and a DBS check as part of the requirements for a Guided Running Course. This was discussed in some detail and it was concluded that, due to policy restrictions on what club funds could be spent on, it was not something the Club could support at this time.

10. Chalkestone Family Fun Day

This will be held on Wednesday 29th July. Volunteers to be sought to help out at the event.

11. Task Tracker Update

The following points were raised:

- All volunteer roles for the summer 5K event at Kedington have been filled
- Donations of cakes will be needed for the catering tent
- BBQ was in hand

12. AOB:

The following points were raised:

- A quote was obtained from the New Croft to host the Christmas party. The committee was happy with the quote. Susan to confirm with the New Croft and a deposit to be paid to secure the date
- Update on the App - the changeover from Facebook to the App for all club announcements, mandatory signing in and new applications will go ahead on July 1st
- Junior safeguarding - juniors will have no access to various sections of the App
- Mark to feedback to the App developers regarding some changes needed to the App specifically the application form to potentially make it simpler to split junior and senior

applications in regards to specific questions required for junior members to adhere to GDPR requirements

13. Date and venue of next meeting:

Wednesday 8th July 2026 at 7.30pm at Withersfield Village Hall

New action points:

Task	Action point	Action by	Status
Ekiden Relay	Notice to go out via the app and FB calling for more runners	Jack/Kelly	
Circuit sessions	Quotes to be obtained for venue hire	Kelly	
Chalkestone Fun Day	Notice to go out via the app and FB calling for volunteers	Mark	
Christmas Party	Confirmation of booking and deposit to be paid	Susan/Joe	