

YTRRC Committee Meeting 2nd May 2018

Committee meeting held at St John Ambulance Classrooms, Memorial Road, BA22 8WA

1 Present: Malcolm Maxted (MJM), Phil MacQuaid (PM), Catherine Thompson (CT), Simon Rowbottom (SR), Lindsay Saunders (LS), Lynne Thumpston (LT), Linda Membury (LM), Steve Warren (SW), Guy Williams (GW), Denise Byrd (DB), Anita Rufus (AR), June Moule (JM), Mel Dodge (MD), Adam Hawkins (AH), Lesley Nesbitt (LN), Matt Driver (MD), Lesley Nesbitt (LN)

Apologies for absence: Fez Parker, Louise Ward

Item	Description	By whom
2	<p><u>Minutes of last meeting</u></p> <p>Agreed as a true and accurate record.</p>	
3	<p><u>Matters Arising</u></p> <p><u>Race Clock MJM</u> – MJM contacted Paul Chadwick who was on holiday in Australia. He was broadly in agreement with our proposal and he will respond when he returns from his holiday.</p>	
4	<p><u>Officers Reports</u></p> <p><u>Chairman:</u> MJM – Congratulated all members who completed the VLM.</p> <p><u>Secretary:</u> CT – GDPR issues – membership forms and race entry forms. Full on Sport are compliant but paper forms are not. Discussed options of using website as a membership database. GW to discuss this with Tim Howes. If this is not possible google drive can be considered but must be password protected and potentially anonymised. Catherine to re-circulate EA GDPR wording and guidance. All affected to contact Catherine if they have any problems or for forms etc to be checked.</p> <p><u>Treasurer:</u> SR – Accounts to be “sanity checked” by Louise Dale but will be done after AGM. Louise to come up with some ideas to simplify processes and to build in “sanity checks” to processes. Draft accounts currently showing surplus income/expenditure £1860 for the year after donations to charity of £6349.</p> <p>Mandate from Natwest is now available so signatories can be changed. NB and DS need to resign and MJM and CT to go on as signatories.</p> <p>The £50 worth of vouchers donated for hosting the cross country are at present unused and are valid for a further 4 years. It was agreed that they be used as prizes at the Chairman’s 5k on Tuesday.</p> <p>SR recommended that the Nationwide account be closed and the monies moved to the main account. This was approved by the Committee.</p> <p><u>Membership Secretary:</u> AH- In middle of processing various memberships. If they change email address or home address they need to inform Adam or EA to ensure they match to avoid EA card going to the wrong address or not receiving emails.</p> <p><u>Webmaster:</u> GW – nothing to report</p>	

	<p><u>Kitmaster:</u> FP – absent</p> <p><u>Club Captain Mens:</u> BP – nothing to report.</p> <p><u>Club Captain Ladies:</u> LN – nothing to report.</p> <p><u>Cross Country:</u> TH – absent</p> <p><u>Social Secretary:</u> AR/DB – nothing to report</p> <p><u>SCAA:</u> Position vacant</p>	
5	<p><u>Club Diary</u></p> <p>8th May Chairman’s 5k handicap and AGM</p> <p><u>Pub Runs:</u></p> <p>3rd May - The Whyndam Arms, Kingsbury – Adam Hawkins TTT recce run 10th May – Ilchester Arms, Ilchester – Phil MacQuaid 17th May – Haymaker, Wadeford – Simon Rowbottom 24th May – Admiral Hood, Mosterton – Brian M-R 31st May – White Hart, Sherborne – Mark Larcombe</p>	
6	<p><u>Races:</u></p> <p><u>Summer 5K Series:</u> LS/SW – next race is next Wednesday 9th. Requesting marshals (need about 12). Ines Braun has raised a few issues which we need to discuss further but she is working on NDVM at the moment.</p> <p>Various financial matters discussed between RD’s and SR (Treasurer)</p> <p>Various logistical matters discussed amongst RD’s</p> <p><u>Town Tree Trail Races 16th May 2018:</u> AH – Marshalls required. On 3rd May the route will be run as the pub run so we can trial the route. Route condition discussed. 80 entries to date. Licensed bar and refreshments plus changing rooms and showers also available. Catherine to email race licence to Adam in PDF if this has not been done already.</p> <p><u>Dave Richardson Memorial Handicap 2k</u> – this will be held on 18th May. Nothing further to report.</p> <p><u>Wessex Ridgeway 20th May</u> – YTRRC have agreed to fund two minibuses which have been arranged by PM.</p> <p><u>Yeovil Marathon & Half 10th June 2018:</u> BP – entries picking up for both races. Need more marshals. Kimberley organising this but struggling for volunteers. Marshalls will be out from 7:15 to 16:00.</p> <p><u>Ash Excellent Eight, 9th September 2018:</u> AH – no changes.</p> <p><u>Great Western 2019 (provisional)</u> - LN proposed date 14th July, 18th Aug, 29th Sep or 10th Nov have been proposed. Lesley to look into possible clashes.</p> <p><u>Wessex Cross Country 4th November 2018</u> – TH absent</p> <p><u>Santa Dash 9th December 2017:</u> LS – Met with St Margaret’s Hospice and GDPR issues raised. May be issues with data entry on the day due to data software needing to be held by the hospice rather than YTRRC.</p> <p><u>Easter Bunny 10k 2nd April 2019:</u> GW – Profit lower than previous years mainly due to the cost of the medals. Also, the cost of prizes for next year’s race will be reviewed. GW handed out a race account. It was suggested all Race Director’s use this as a template for their events, which will simplify year by year comparisons and also help the Treasurer.</p>	

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A.O.B.

Circulation List – MJM – this is out of date and in urgent need of revision.

It was agreed that the Committee i.e. the Officers and Race Directors should be emailed with the minutes of the last meeting and these should then be put on the website for all Club members to see.

Similarly, the agenda for the next meeting should be circulated to all Committee members and then put on the website for all Club members to see.

In future the minutes and the agenda for the AGM will be circulated to all Club members.

Unfortunately, it is impossible to do this for this year as the website is not yet programmed for this.

AGM – MJM

5k handicap – AH agreed to organise this as per previous years i.e. all members wishing to run should register with AH on the night, before 6.20 so that he can record their most recent 5k time to organise the handicap.

PM has already advised people to contact CT if they are available to marshal. CT has requested that this is done via email so there is a definitive list. So far there are 4 volunteers. AH agreed that Catherine can advise marshals to be there for 18:15 and instructions will be given on arrival. A final list to be emailed to AH Monday 7th PM.

Agenda - Election of officers – all the current officers are prepared to continue in their roles with the following exceptions.

Lesley Nesbitt has decided to stand down as Ladies captain.

Anita Rufus is standing down as Social Secretary and was replaced by Denise Byrd at a Committee meeting. This needs to be approved by the AGM.

A new post for a Championship Secretary who is responsible for the Club Championships, the Points Championship and the Hats was proposed. This was unanimously agreed and Lesley Nesbitt is prepared to take on this post.

Club Aims 2 or 4 Year Plan CT reported that interest has been shown by Club members who she has spoken to.

She has proposed setting up a small working group of non-Committee Club members, which she will lead. She will report back to the Committee on a monthly basis with any suggestions or ideas for the future that can be discussed further in Committee.

She requested that PM and MJM provide a short history of the Club as a starting point for the plan and asked if this could be available for the next meeting.

Minibus Hire PM - We now have club rates for U-Drive – in Phil's name.

Memorial Plaque Ham Hill – PM reported that the Dave Richardson plaque has been taken down and will be replaced with John Enright's name added. Phil proposed that when it is all complete a Tuesday night Club run will take place to see the plaque. He will provide details later.

Bristol Half AR – money can be collected now £32 per runner cheque or cash to Anita.

Club night runs – LM reported that the distance quoted for the Club runs was sometimes different to the actual runs and this was of concern to some members. The current routes and distances are only a rough guide for the runs and the ultimate route and distance is decided by the Run Leader of that group.

Time and Date of next meeting

6:30pm on Wednesday 6th June 2018

