

## **Plymstock Road Runners - Minutes of 175<sup>th</sup> Committee Meeting**

Date: 15<sup>th</sup> May 2019

Present: Kate Aspinall, Stephen Leonard, David Oliver, Jill Rose, Steve Rose, Linda Worsfold

Apologies: Rachel Rees

		<b>Action</b>
<b>1</b>	<b>Minutes of previous meeting</b>	
1.1	The minutes of the previous meeting were approved.	
1.2	Matters arising not dealt with elsewhere on the agenda: a. Dave volunteered to check cost of replacement banner.	DO
<b>2</b>	<b>Finance</b>	
2.1	Finance summary as at 14 May was discussed.  Seniors section is showing £537 net surplus year to date with projected full year deficit of £1,320. This is a £790 adverse variance compared to the budget presented at the AGM. The current forecast assumes some of the club kit purchased in April will not all be sold by year end and is therefore contributing to the adverse variance.  Juniors section has balance of £2,740. It was agreed to review later in the year with the aim to put a proposal for use of the funds to next AGM.	
2.2	Discussed signatories on the bank mandate and agreed changes. LW to update.	LW
2.3	The current membership is 65 paid members and 4 life members. This is on track with the budget which assumed 70 paid members.  LW to circulate membership list to other committee members.	LW
2.4	SR attended the recent Armada Forum meeting. Annual subscription is now due - £51.75. Payment to be made via BACS.  Other points from Armada Forum meeting are: a. Autumn Trail will be run by Plymouth Harriers b. Forum minutes are available on the website.	LW
2.5	Other costs were reviewed. Agreed: a. Renew subscription to Good Run Guide - £14.50 b. Cancel subscription for Runner's World. c. Website subscription has not been collected yet. SR to check.	SL SL SR
<b>3</b>	<b>Internal</b>	
3.1	Current stock of club kit and training kit was discussed. Current stock is: training tops – 2 short sleeve, 3 long sleeve; club vests – 6 mens, 8	

	<p>ladies; club t-shirts – 8 mens, 12 ladies. It was agreed to have a stock report at each committee meeting.</p> <p>LW to send SL a list of who has paid for t-shirts / club kit since start of new financial year.</p> <p>The ladies size 8 club kit (2 shirts, 1 vest) are a small cut and therefore less likely to be sold. It was agreed the size 8s could be used for Muddy Duck fun run spot prizes.</p>	<p>SL</p> <p>LW</p>
3.2	<p>Events:</p> <ul style="list-style-type: none"> <li>a. Coastal run agreed for 1st Jun (weather permitting).</li> <li>b. Ivybridge Relays on 5<sup>th</sup> July – agreed to put names in a hat to select teams. Entry fee to be collected when signing up for relays. DO agreed to organise.</li> <li>c. Discussed marshalling Park Run in August. KA to contact Park Run organiser</li> <li>d. Coffee morning run agreed for 3<sup>rd</sup> August to celebrate Kate taking on role of Chair.</li> <li>e. Armada Grand Prix to be promoted in club announcements.</li> </ul> <p>All of the above to be included in club announcements on Thursday evenings.</p>	<p>DO</p> <p>KA</p> <p>SL</p>
3.3	Discussed running a Couch to 5k programme in January. DO agreed to lead on organising.	DO
3.4	The recruitment of new committee members was discussed. It was agreed approaches to individual club members was likely to be more successful than club wide announcement.	ALL
3.5	Fort Stamford – the change of staff at Fort Stamford has resulted in delays re potential menu choices for the monthly pub night. KA to follow up with Fort Stamford.	KA
3.6	Schools cross-country – Sherford Vale to be added to the list for next season.	
3.7	Discussed setting up a global email distribution list for the club. SR to investigate.	SR
<b>4</b>	<b>Muddy Duck</b>	
4.1	Discussed availability of Oreston School as venue for event. There may be a need to hire portable loos. SR to follow up with school.	SR
4.2	Current race entries is 75.	
4.3	Update provided on race timing system. The system will be free to use this year and vendor has offered to provide training given the issues experienced last year. Will need to hire stopwatches and bar code readers.	
4.4	Update provided on spot prizes available – buffs, umbrellas, t-shirts	
4.5	Two club members have volunteered to take photos.	

4.6	The Facebook page requires updating. SR to investigate getting admin rights for last year's page. Or will create new event.	SR
4.7	Local promotion – papers, radio was discussed. Dave volunteered to action.	DO
4.8	It was agreed to re-route the fun run to include an optional water crossing. This was due to positive feedback from the Autumn Trail fun run. Marshalling positions to be adjusted accordingly.	SR
4.9	Equipment required for race: a. Signs - SR to organise b. Tape – SL to source	SR SL
4.10	SR confirmed First Aid has been booked – same provider as for last year's event.	
4.11	Event sponsorship was discussed. Agreed to ask for donations. SL agreed to contact sponsors.	SL
4.12	Prizes: Male: 1 <sup>st</sup> - £30, 2 <sup>nd</sup> - £20, 3 <sup>rd</sup> - £10 Female: ditto LW to hand over to SR/JR (with float event) early July  Fun run: stock of fun run medals to be checked	LW  SR
4.13	Route clearance will take place on Sunday, 7 <sup>th</sup> July.	
<b>5</b>	<b>Date of next meeting</b>	
5.1	Date of next meeting agreed as Wednesday, 7 <sup>th</sup> August at 7pm. Venue to be confirmed.	