



Plymstock Road Runners - Committee Meeting No. 186 Minutes

Date: 10th May 2021 at 20:15 hours via Zoom Conferencing

Present: Jackie Falkner (JF), Linda Worsfold (LW), Graham Bale (GB), Steve Rose (SR),
Carla Haines (CH), Brett Tunnicliffe (BT)

Apologies: None - All present

Item	Discussion	Action
1.0	Minutes from the last meeting (GB)	
1.1	Acceptance: The minutes of both meetings nos. 184 and 185 are accepted by all.	
1.2	Matters arising from meeting no. 185 <i>(in addition to those covered below)</i>	
a)	Item 5.1: EA guidance update (JF/SR) - refer to 7.1 below as this relates to the same subject.	
b)	Item 6.2: Oaks Rugby Club PRR banner (JF) - it is up and has already generated some new members to the club.	
2.0	Feedback from recent Armada Network Forum Meeting (JF)	
2.1	<p>JF attended the last forum meeting on the 26th April 2021.</p> <p>SR will add the minutes of the forum meeting to the PRR website.</p> <p>The financial outlay for races remains uncertain; however, the following races are at the planning stage.</p> <ul style="list-style-type: none"> • Tavy 7 on 31st October 2021. • Treggy 7 on 5th September 2021, but this now clashes with rescheduled Plymouth Half Marathon date. This date is therefore under discussion and could be subject to change. • Erme Valley Relays on 2nd July 2021 <i>(post meeting note - date changed to 23rd July)</i>. This will be a purely outdoor event not utilising the Rugby Clubhouse. No plan to cap number of teams at present but if this becomes an issue, restrictions may be imposed such as only inviting the Armada Network members. If weather is very wet 'it will be interesting' was a comment as the plan is to operate from boots of cars/vans! • 5k Armada Summer Series (formally at Saltram). The National Trust are currently not granting permission to hold events on their land (this also affects parkrun at Plymvalley and means the Trust 10 is unlikely to operate this year). The proposal therefore is to move the 5k Armada event to Central Park as Plymouth City Council are amenable to this. The race will be restricted to a maximum of 100 persons and the charge will be £3 per entry as they cannot reuse the race numbers. They believe it is still 'a goer' despite this, so there is a proposed June 2021 start on the second Wednesday. <p>Brickfields hire out the track for £30 for an hour session or £45 if flood lighting is required. Saturday morning track session are charged at £1 per person. Question raised if PRR are interested in booking for use of the track. JF to ask PRR membership to gauge level of interest. Potentially the forum could organise a one-off event on a Friday evening at the track as an effort to try and revigorate activities following COVID.</p> <p>There was some feedback from other forum clubs. Some are meeting in halls</p>	<p>SR</p> <p>JF</p>



	<p>which have been risk assessed as being suitable. Others are operating on a basis of meeting outside in maximum numbers of 6.</p> <p>JF was asked if we are running a Muddy Duck race this year with a response no. SR suggested that we could do a relay event or 5k race instead during the autumn.</p> <p>The Armada Network Forum is still looking for a treasurer. SR mentioned that there may be some PRR members who have accounting skills who may wish to volunteer.</p> <p>A potential 50% Coach in Running Fitness (CiRF) training grant may be available from Plymouth City Council; this may be worth investigating availability.</p> <p>The next forum meeting is on 17th May 2021.</p>	<p>SR?</p> <p>??</p> <p>??</p>
3.0	Coaching/Training update - new initiatives (JF)	
3.1	<p>Bill Christie's idea of a PRR 'Improvers' group was acted upon and set up; it has been well received. Would like to do time trial over a distance of 1 mile. We need membership support for this; it will provide the 'Improvers' with a bench mark. New club members probably will be generated from this initiative. The committee agreed to support this. Will organise for a Thursday night (<i>post meeting note - took place 27th May</i>).</p> <p>C25k to start in September 2021; advertise in schools in last half summer term. This was agreed as a committee.</p> <p>Bill Christie has organised a small group to test a variation to the Fartlek session tomorrow night to see if it works. The session will have varying run/recovery periods.</p> <p>Suggestion made to introduce speed sessions to the club covering a distance of ¼ or ½ mile or both. The bus lane in Sherford could be used at present. CH suggested using King Georges Field nearby. It could also be done on the track. CH to speak to Bill Christie. CH suggested a gradual introduction be made to the club.</p>	<p>JF?</p> <p>CH</p>
4.0	Social Events (JF)	
4.1	<p>Further Committee members are required; a Social Secretary.</p> <p>The new COVID regulations allow a group of 6 to meet inside with an outside group of 30. This opens up the possibility of organising coffee runs etc. A provisional date Saturday or Sunday 12th/13th June was set for a coffee run and BT offered to organise.</p> <p>A 'Post Pandemic Party' event is considered too early to organise yet.</p>	<p>ALL</p> <p>BT</p>
5.0	Committee Meeting Schedule (JF)	
5.1	<p>A proposal to meet as a committee every two months was tabled. A schedule is to be added to the website for the second Monday every second month at 8:15pm; held via Zoom. The next meeting is therefore Monday 14th June. The month August will be skipped. SR will add this to the website notice board and committee meeting page.</p>	<p>SR</p>
6.0	Website Update (SR)	
6.1	<p>The new website is coming on well. The blogs only will work once the site is live. PRR member Matt Slight has WordPress experience which suits the new website. SR will contact Matt and ask if he is happy to assist. Some sort of gift for Matt was suggested.</p>	<p>SR</p>



7.0	ARC Insurance compliance declaration (GB) <i>(email dated 26/02/2021)</i>	
7.1	GB explained the background and the need to bring our Welfare Policy up to date. LW suggested a work party was required to do this. LW and SR to work on this at a time to be arranged.	LW/SR
8.0	Finance Update 21/22 (LW)	
8.1	<p>The latest finance spreadsheet was issued; it is appended to these minutes.</p> <p>We need to chase any non-members who are attending club sessions.</p> <p>We do not have membership forms for all those who have paid. Due to GDPR, old member details have been deleted. LW to give JF a list of those for whom we do not have membership forms.</p> <p>28 persons have not renewed from last year.</p> <p>Membership lists are updated.</p> <p>A question whether the Armada Forum fees were due was asked; these are normally about £50; however, JF confirms this was not mentioned at the last Armada Forum meeting.</p>	<p>ALL</p> <p>LW</p>
9.0	Club kit Update (CH) <i>(Fitness for Sport)</i>	
9.1	<p>CH will bring some samples of kit to club meets and will notify dates on social media.</p> <p>Following from the first order, members will need to obtain a web link from Mike of 'Fitness for Sport' and then purchase from him direct.</p> <p>Should specific provision of labelled tops for the new coaches be provided? It was agreed that CH and Bill Christie could choose a top, that will be provided by the club.</p> <p>Jill Rose has still got stock of the old kit which is available for sale.</p>	<p>CH</p> <p>CH</p>
10.0	Any other business (All)	
10.1	<p>JF asked whether membership receipts should be issued. It is agreed that no receipts are to be issued.</p> <p>LW will take list of current members on paper to club meets.</p> <p>JF stated that members have asked that the weekly trail runs on a Wednesday be reinstated. BT will organise.</p> <p>JF said there was good feedback from CH's Erme Trail and have requested similar future events. A suggestion is made to do one at Mount Edgcumbe; CH to arrange. SR stated that club members should be encouraged to organise such events.</p> <p>JF stated that Colin at 'Run Venture' was prepared to come to do a gait analysis for the club for around £40 per group of about 15 persons. This was done at the Plymouth Tri Club years ago. He would bring cones and use the Combe Dean School track. The session will record posture whilst running with a view to correct poor running forms. CH suggested a fee of £5 per member. The club will pay Colin direct; this is agreed by the Committee. This will be arranged for a Monday night which will coincide with Alan's session. A date of Monday 7th June is agreed; need good publicity for this event.</p> <p>GB notified committee of receipt of email from London Marathon Events notifying us of the offer of a club place in October's London Marathon. Brigitte Taverna had London Place back for the April 2020 and the question was raised whether this is an extra place or not. GB to talk to Brigitte asking if</p>	<p>LW</p> <p>BT</p> <p>CH</p> <p>JF</p> <p>GB</p>



	her place has been deferred.	
11.0	Date of next meeting (All)	
	Mon 14 th June 2021 Committee Meeting No.187	ALL

Plymstock Road Runners: Seniors as at 10 May 2021

Description	21/22 Budget £	YTD Actual £	Remainder of year £	Total year £	Variance to 21/22 Budget £	Comment - YTD	Comment - Budget
Income							
Memberships	700	600	100	700	-	62 members (including 4 life members)	70 members @ £10
Memberships - 20/21		(24)		(24)		Paid in 20/21, applied to 21/22	
Club kit		72		72	72		
EA athlete fees		106	-	106	106	1 @ £16, 6 @ £15 - matched by expenditure	
EA athlete fees - 20/21		(15)		(15)		Paid in 20/21, applied to 21/22	
Sundry		-		-	-		
Total income	700	739	100	839	178		
Expenditure							
Rent	382	-	382	382	-		assume Sept - Feb (26 wks) with 5% increase
Refreshments	125	-	125	125	-		2 coffe mornings £60; refreshments £65
Affiliations	350	249	57	306	44	EA - £150, ARC - £99, Armada Forum - £57	EA remaining at £150; ARC fee £143, Armada Forum fee £57
EA athlete fees		75	30	105		£1 surplus	
Stationery	25		25	25	-		
Grand Prix prizes	75	-	75	75	-		includes club awards
Marketing	50		50	50	-		
Charity & gratuities	125	-	125	125	-	Donation to Elburton PTA	
Miscellaneous	80	-	80	80	-	Relay prizes £20	Includes relay prizes £20
Functions	500	-	500	500	-	Christmas £250, Post Pandemic Event - £250	
Replacement kit	100	-	100	100	-		
Website refresh	600	180	420	600	-		
Membership fee refund		-	40	40	(40)	2 members paid £20, 1 member paid by standing order (didn't attend club last year)	
Total expenditure	2,412	504	2,009	2,513	4		
Net surplus/(deficit)	(1,712)	235	(1,909)	(1,674)	182		
Allocated to Juniors							
Leadership in Running Fitness		280		280	(280)	Carla, Bill	
Safeguarding course		20		20	(20)	Dave Dane, Carla	
Total expenditure	-	300	-	300	(300)		

Bank and cash

	£		£	
Bank	6,304	Seniors	3,343	
Cash	217	Juniors	2,113	
	<u>6,521</u>	Muddy Duck	<u>1,064</u>	no transactions to date in 21/22
			<u>6,521</u>	