

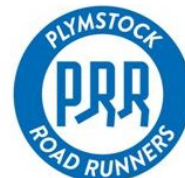


Plymstock Road Runners - AGM No. 37 Minutes

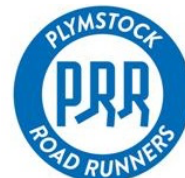
Date: 27th February 2025 at 6:15pm

Venue: St Margaret Mary RC Church Hall, Quarry Park Road, Plymstock, PL9 7BB

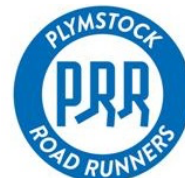
Item	Discussion	Action
1.0	Members present and apologies (GB)	
	No. present: 20 Apologies: Sarah Cross, Carl Pearson, Helen Hutchings	
2.0	Acceptance of minutes from last meeting (GB)	
	The minutes of the previous meeting were accepted.	
3.0	Committee Address (SD)	
	Attached at Addendum 1 – Opening Remarks.	
4.0	Treasurer's report (LW)	
4.1	<p><u>Annual Report 24/25</u></p> <p>The Annual Summary is included at Addendum 2 – Treasurers Annual Summary 2024/25.</p> <p>This is the report for the period ending 14th February 2025</p> <ol style="list-style-type: none"> 1. As at 14th February, the club had total funds of £5,338 (PY £5,491). 2. Membership numbers at 79 are in line with last year (PY 80) and includes 13 new members and 4 previous members rejoining. 3. The club received a £500 grant from England Athletics to purchase a gazebo and this money has not yet been spent. 4. The Seniors section closed with £2,991, a surplus of £331. Excluding the EA grant, the cost of operating the Seniors section was £19 per full time equivalent member, a deficit of £2 compared to the £17 membership fee. This is after allocating a proportion of the Association of Running Clubs affiliation fee to the Juniors and Muddy Duck. 5. The Juniors section closed with £1,257, a decrease of £174. 6. This year the overall individual winners in the 'Schools Cross Country' races will receive a certificate rather than a trophy to keep costs down. 7. The Muddy Duck closed with £1,091, a decrease of £310. 8. The surplus on the race was £469, an increase of £193 compared to the prior year. 9. There were donations to Jeremiah's Journey and Dartmoor Search & Rescue of £389.50 each. <p>An expression of thanks is given to Sophie Easter who reviewed PRRs accounts for 2024/25.</p>	



4.2	<p><u>Budget 25/26</u></p> <p>The 2025/26 Budget is included at Addendum 3 – Treasurers Budget 2025/26</p> <ol style="list-style-type: none"> 1. The budget for next year assumes the bank balance will decrease by £1,496 to £3,843. 2. Excluding the expenditure for a gazebo, the cost of operating the Seniors section is budgeted to be £28 per member compared to the proposed membership of £20 based on 65 members. 3. The budget includes £200 for training as it is unlikely there will be grants available. There is also an allowance for bank charges. 4. The budget allows for a potential increase in the church hall rental. 5. The Juniors section assumes medals/engraving expenditure of £250 with no further income. At this level of expenditure there are sufficient funds for another 5 years. 6. The Muddy Duck section assumes any surplus generated from a club race will be distributed in the same financial year. Assuming the race would make a surplus, this would leave a balance of £1,100 to fund the following year's race. <p>The 25/26 budget is unanimously approved by members present.</p>	
4.3	<p><u>Club and EA Fees from April 2025</u></p> <p>The membership fee proposal for the year ended 31st March 2026 is as follows:</p> <p style="padding-left: 40px;">Full year - £20 From 1st Sept - £14 From 1st Jan - £7</p> <p>The EA athlete affiliation fee is increasing from £19 to £20 (optional).</p> <p>The club fee proposal is unanimously accepted by members present.</p>	
5.0	<p><u>Declaration of Officers and Committee (GB)</u></p>	
5.1	<p><u>Re-election of existing Officers and Committee</u></p> <ul style="list-style-type: none"> • Linda Worsfold – <i>Club Treasurer and Membership Secretary</i> • Graham Bale – <i>Club Secretary</i> • Sean Doogan – <i>Club Social Secretary</i> • James Mann – <i>Club Captain (Men)</i> • Helen Metherell – <i>Club Communications & Digital Officer</i> <p>All proposed by: Alan Jones All seconded by: Steve Rose</p>	
5.2	<p><u>Nominations of offers to serve on the Committee</u></p> <p>There are no nominations to fill vacant posts.</p> <ul style="list-style-type: none"> • Vacant position – <i>Club Chairperson</i> 	



5.3	<p><u>Non-Committee Positions</u></p> <ul style="list-style-type: none"> • Zoe Anning (ZA) – <i>Club Welfare Officer</i> • Vacant position – <i>Club Captain (Ladies)</i> 	
6.0	Club Standards Update (LW)	
6.1	<p>England Athletics have produced a set of Club Standards in line with legal legislation to help clubs understand what they should have in place for good governance and duty of care.</p> <p>The club standards are on the PRR website at: https://plymstockroadrunners.co.uk/insurance/ .</p> <p>We have recently produced the Health & Safety Policy & Risk Assessment.</p> <p>The recent Health & Safety Policy and Risk Assessment will be adopted in two months to allow opportunity for members to review/comment and any resulting amendments.</p>	LW, HM
7.0	Muddy Duck Race (HM)	
7.1	<p>There is no Muddy Duck or equivalent race planned for 2025. Armada Athletics have been informed. This is due to a lack of support from the school and a low take up the previous year. Time will be given to plan a new race to take place during 2026.</p>	
8.0	General Notices (GB)	
8.1	<p><u>Club Coach – LiRF/CiRF Training</u></p> <p>Ideally, PRR should have a trained ‘Leaders in Running Fitness’ (LiRF) and Coaches in Running Fitness (CiRF). The club will finance training for anyone who is interested. The Committee will produce a list of expectations for any club member who volunteers and undertakes the training.</p>	
8.2	<p><u>Armada Grand Prix 2024</u></p> <p>Congratulations to Linda Worsfold and James Mann who were both winners of the 2024 Armada Athletics Network Grand Prix scoring the highest points for Plymstock Road Runners.</p> <p>The Grand Prix selection takes the best scores of 7 races out of a maximum of 11.</p> <p>The list of races for 2025 are yet to be published.</p> <p>The Armada 5k series starts in April, all commencing at 19:00hrs on the following dates:</p> <ul style="list-style-type: none"> • Wednesday 9th April 2025 • Wednesday 14th May 2025 • Wednesday 11th June 2025 • Wednesday 9th July 2025 	



	<ul style="list-style-type: none"> • Wednesday 13th August 2025 • Wednesday 3rd September 2025 (note one week earlier) 	
8.3	We have no Club London Marathon Place for 2025	
8.4	<p><u>Club Kit</u></p> <p>Kitworld is now the club's official kit supplier! This local company has launched us an online shop featuring a custom range of high-quality club-branded running gear. Members can easily order online for home delivery or collect from the shop directly. Wearing our club kit fosters team spirit, enhances visibility during runs, and promotes Plymstock Road Runners within our local community. Feedback has been overwhelmingly positive, and we encourage all members and supporters to explore the new offerings and show their club pride! Visit the Plymstock Road Runners Shop at https://kitworld.uk/product-category/club-shops/plymstock-road-runners.</p> <p>The former PRR training kit is discontinued.</p>	
13.0	Any other business (All)	
13.1	There is no other business.	



Addendum 1 – Opening Remarks

Hello friends and welcome to this year's Plymstock Road Runners AGM

We are sure you will agree that it has been another fantastic year for the Plymstock Road Runners. We've participated in various events over the course of the last twelve months, whether they are social club runs, park runs, 5ks, 10ks, half marathons, marathons or ultras. We have supported and motivated each other every step of the way, all of us connected by our love of running.

Highlights of the year....

- The continued efforts of Steve Rose and our volunteers organising and supporting the primary schools cross country events over February and March for our local schools. Thank you Steve for all your hard work ensuring these events run smoothly.
- The weekly commitment of Alan Jones running our weekly Monday training sessions come rain or shine, offering a variety of challenging sessions and plenty of encouragement, as well as his Saturday morning runs from Deans Cross car park, and of course his exceedingly good homemade mince pies which Alan kindly brings along for our Christmas Club Run!
- The club runners who took part in the London Marathon in April, with Becky Bale running with our club place, along with Liz Househam who carried over our club place from the year before, Katie Bentley, Ilona Rosson and Graham Bale all representing our fantastic club. Graham was awarded 2nd place in the Men's 55-59 age category with a time of 2:42:18. I am sure you will join us in wishing our sole club representative, Graham Bale every success in this year's London marathon.
- As an aside, Graham and Becky represented PRR "down under" at the Sydney Marathon in September 2024. Graham was invited to take part by the Abbott World Marathon Majors as part of the 2024 Marathon Tours and travel Age Group World Championships, after his fabulous time in the 2023 London Marathon. His time of 2:48:58 was again fantastic, especially as he was recovering from injury leading up to the race.
- There was a brilliant club turnout for the Plymouth Running Festival in April, with 13 members completing the half marathon, 2 members completing the 10k and 2 members completing the 5k. Also a great turnout for the Ivybridge 10k (10 members) in May - lots of royal blue shirts on show on these days with great support and encouragement along the way.
- Marshalling and supporting the Armada Networks Saltram 5k in June. An amazing turnout, and really positive publicity for our running club, made even better by Zoe's supply of Pimms and cupcakes at the end of the evening!
- We also had lots of members taking part in many events over the summer months, including the Burrator 10k, the Cornwood 10k, the Buckland Bounder, the Magnificent 7, and the Totnes 10k. A great club turn out and a real camaraderie among those who took part.
- The Ivybridge relays also in June brought out the road runners in force, with 5 teams of four taking part, along with lots of support. Always a great event.



- In July we hosted our annual event 'The Muddy Duck'. It was another fantastic event with a good turnout of local runners and great support from our awesome club members marshalling the event. Particular thanks go out to Steve Rose, Helen Metherall and Zoe Anning for their hard work in ensuring this event was a huge success. From the proceeds from the Muddy Duck events in 2023 and 2024, Plymstock Road Runners were able to support two charities this year, with both 'Dartmoor & Search and Rescue' and 'Jeremiah's Journey' receiving £389.50.
- We also celebrated our 36th anniversary in June with a Wine and Cheese Quiz Night at Plymstock Oaks Rugby Club. It was another great club night, with the team of James M, Mark G and Steve P eventually coming out on top. Thanks to Zoe, Helen and Paul for all their help to ensure the evening was a success.
- On the subject of parties, our belated "Fab-yule-lous" Christmas party in January was a resounding success yet again. The Plymstock Oaks Rugby Club again proved to be a great venue, the food was fantastic and the music provided by 'All About Iris' got us all up dancing. A big Thank you needs to go out to Zoe, James, Linda and Helen for all their hard work making the dining room look amazing and ensuring the evening went so well.
- Another big thank you needs to go out to John Wisely for his efforts in organising the club's participation in the Westward Cross Country League over the past few months. Several runners have taken part in these events and have really enjoyed the experience.
- Linda Worsfold and James Mann were both winners of the 2024 Armada Athletics Network Grand Prix for the highest points for Plymstock Road Runners. If you want to take part this year for the 2025 Grand Prix, the next qualifying race is the Armada 5k taking place at Saltram on Wednesday 9th April.
- Jill Rose also needs to be thanked for her "behind the scenes" work providing the tea, coffee, squash and biscuits that we happily consume on a weekly basis!
- It is with great sadness but immense gratitude that we say goodbye to Zoe Anning as a member of our PRR committee. I am sure everyone will agree that Zoe has been the heartbeat of the club over her time as a committee member. She has worked tirelessly to promote the club, improve the website, update our social media, help organise events, be key in the introduction of Spond as a way of diarising club runs and events, securing a new kit manufacturer and helping to update our policies and procedures. Zoe is standing down from the committee for personal reasons, but will continue as our lead welfare officer. I am sure you will join me in thanking her for all her work behind the scenes helping to ensure our club continues to thrive and grow. I sure we will continue to see Zoe around!
- And finally, thanks to you lot for attending all the social runs we organise - whether that is Karl's Saturday morning runs from Morrisons (Thank you Karl!), the monthly Plymouth Coastal Runner TTs the trail runners among us get together for, or any of the breakfast runs that I've organised over the past 12 months.

We believe that the Plymstock Road Runners is in a good place now, with a great buzz around the place and everyone enjoying their running and supporting each other. It has been brilliant to see several new runners joining the club over the past twelve months, as well as past members returning



to the club and getting back into their running. It is a pleasure to be part of your running club committee and we thank you for your support. We hope the club continues to go from strength to strength over the next 12 months.

Races we have taken part in:

Seville marathon
London Marathon
Manchester Marathon
Giant's Head Marathon
Bideford Half
Falmouth half
Saltash half
Cardiff Half
London landmarks half
Hameldon Hammer
Race The Tide
Race The Light
Looe 10 miler
Polruan shuffle
Total Coastal 50k
The Grizzly
Burrator Horseshoe
Templar 10
Summer Solstice Fell run
Muskie's Madness
Ivybridge 10k
Burrator 10k
Buckland Bounder
Erme Valley Relays
Plymouth 10k
Cornwood 10k
Tamar 10k
Devizes 10k
Plymouth Harriers 5k
Dartmoor Great escape
Dartmoor Volcano
January Jaunt
Truro Half
Plymouth 5k
Honiton Hippo

Addendum 2 – Treasurers Annual Summary 2024/25



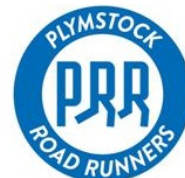
Plymstock Road Runners - Annual summary as at 14 February 2025

	23/24 £	24/25 £	Variance £	Comment
Seniors				
Income				
Membership fees	1,083	1,242	160	Fees £17; 79 members including 2 life
EA athlete fees	374	494	120	25 athletes in 24/25, 1 athlete deferred
Club kit	144	10	(134)	
Erme Valley & Christmas relays	64	103	39	EV - £80, Xmas - £23
Summer quiz	975	320	(655)	32 @ £10
Party - January	1,238	1,520	282	44 @ £30 plus £200 wine
Defib battery/pads		83	83	Church contribution
England Athletic		500	500	Gazebo grant; club expenditure pending
Cross Country league		54	54	
Sundry	10	0	(10)	
Total income	3,887	4,325	438	
Expenditure				
England Athletics	150	200	(50)	
Association of Running Clubs	121	33	88	1/3 of fee
Armada Network	40	40	0	
EA athlete fees	391	475	(84)	25 athletes @ £19
Erme Valley relays	64	100	(36)	
Cross country league	70	70	0	
Refreshments	105	81	24	
Hall rent	780	795	(15)	52 @ £15 plus 2 additional half hours
Summer quiz	1,003	229	775	£91 surplus on event
Party - January	1,266	1,584	(318)	£64 net cost
Prizes	0	23	(23)	
Website refresh/amends	35	0	35	
Website hosting	90	90	0	
Domain renewal		19	(19)	
Defibrillator pads	0	230	(230)	50% contribution by church
EA training	20	25	(5)	Safeguarding
Gifts	12	0	12	
Club kit	0	0	0	
Sundry	30	0	30	meal booking error
Total expenditure	4,178	3,994	184	
Net income/(expenditure)	(291)	331	622	
Balance brought forward	2,950	2,659	(291)	
Balance carried forward	2,659	2,991	331	
Juniors				
Income				
Plymstock Forum donation	250	0	(250)	
Total income	250	0	(250)	
Expenditure				
Schools cross country	388	141	247	Medals: yrs 4 - 6
ARC affiliation fee		33	(33)	Allocation of ARC affiliation fee
Total expenditure	388	174	214	
Net income/(expenditure)	(138)	(174)	(36)	
Balance brought forward	1,568	1,431	(138)	
Balance carried forward	1,431	1,257	(174)	
Muddy Duck				
Income				
Race entry	1,000	1,080	80	
Fun run entries	74	82	8	
Total income	1,074	1,162	88	
Expenditure				
Bar code scanners	50		50	
Donation	500	779	(279)	Jeremiah's Journey, Dartmoor Search & Rescue
First aid	60	120	(60)	
Fun run medals	46	0	46	
Labels	25	0	25	
Portable loos	276	288	(12)	
Portable loos insurance	61	60	1	
Prizes	50	45	5	
Race permit	0	25	(25)	
Sport Systems	90	90	0	
Stopwatch	124	0	124	
Sundries	16	32	(16)	
Affiliation fee	0	33	(33)	
Total expenditure	1,298	1,472	(174)	
Net income/(expenditure)	(224)	(310)	(86)	
Balance brought forward	1,625	1,401	(224)	
Balance carried forward	1,401	1,091	(310)	
Closing balance				
Seniors	2,659	2,991	331	
Juniors	1,431	1,257	(174)	
Muddy Duck	1,401	1,091	(310)	
Total carried forward	5,491	5,339	(152)	
Bank	5,491	5,338	(152)	
Cash	0	0	0	
	5,491	5,338	(152)	

Report reviewed by:

Signature:

Date:



Addendum 3 – Treasurers Budget 2025/26

Plymstock Road Runners: Budget 25/26

Seniors				25/26			
Description	24/25 Budget £	24/25 Actual £	Variance to 24/25 Budget £	Comment	Budget £	Variance to 24/25 actual £	Assumptions
Income							
Memberships	1,020	1,242	222	budget - 60 members @ £17; actual 79 members inc 2 life members	1,300	58	65 members @ £20
EA athlete fees	380	494	114		400	(94)	increasing from £19 to £20; assume 20 athletes
Club kit		10	10			(10)	
Christmas meal/quiz	2,000	1,840	(160)		2,000	160	
Races	134	157	23	Erme Valley & Christmas relays, Cross Country league	150	(7)	Relays; cross-country
EA Grant		500	500	Gazebo		(500)	
Other		83	83	Defib battery		(83)	
Total income	3,534	4,326	792		3,850	(476)	
Expenditure							
Affiliations	361	273	88		344	(71)	EA £205 (£200); ARC £99, Armada Forum £40
Rent	842	795	47		842	(47)	13 payments @ £60 plus say 8% inflation
Refreshments	125	81	44		100	(19)	tea, coffee, mulled wine etc
EA fees	380	475	(95)		400	75	
Prizes - relay	75	23	52		50	(27)	
Charity and gratuities	50	-	50		50	(50)	
Miscellaneous	50	-	50		25	(25)	
Party	2,000	1,813	187		2,000	(187)	
Replacement kit	100	-	100	Gazebo - EA grant	700	(700)	EA grant rec'd in 24/25
Website maintenance	75	-	75		75	(75)	
Website hosting	100	90	10		100	(10)	
Races	134	170	(36)		150	20	Erme Valley relays, Cross Country league
Training		25	(25)		200	(175)	1 x LIRF
Domain renewal		19	(19)		-	19	
Defib pads		230	(230)		-	230	
Bank charges		-	-		60	(60)	
Total expenditure	4,292	3,994	298		5,096	1,102	
Net surplus/(deficit)	(758)	332	1,090		(1,246)	(1,578)	
Juniors							
Schools cross country	250	199	51		250	(51)	
Total expenditure	250	199	51		250	51	
Net surplus/(deficit)	(250)	(199)	51		(250)	(51)	
Muddy Duck							
Income	1,074	1,162	88		1,074	(88)	100 @ 10, 37 @ £2
Expenditure							
Portable loos/insurance	350	348	(2)		350	(2)	
Prizes	50	45	(5)		50	(5)	
Sports System licence	90	90	-		90	-	
Other - first aid, race permit	250	177	(73)		250	(73)	
ARC affiliation fee		33	33			33	
Donation re 23/24 race	300	390	90			390	
Donation re 24/25 race	334	390	56		334	56	To match net surplus in year
Total expenditure	1,374	1,472	98		1,074	(398)	
Net surplus/(deficit)	(300)	(310)	(10)		-	310	
Closing bank and cash							
	£ Budget	£ Actual	£ Variance		£ Budget	£ Variance	
Seniors	1,901	2,991	1,090		1,745	(1,246)	
Juniors	1,180	1,257	76		1,007	(250)	
Muddy Duck	1,101	1,091	(10)		1,091	-	
	4,183	5,339	1,156		3,843	(1,496)	