



Norwich Road Runners committee minutes 26/3/2019

Meeting started 7.30pm

Present Gary Cooper, Glyn Manton, Mark Betts, Kathleen Easter, Beryl Knowles, Alma Simmons,, Jodie Causer, Chris Harrison, Jess Behan, Neil Walpole, Stacey Harper

Apologies- Mick Powell, ,James Dunne

1. March priorities

- a. Move to Sprowston- Report on who is doing what and by what date. (First training night/Club night Tuesday 23rd April 2019)

Neil/Jodie have had meeting with Lisa Parsons at Sprowston. Field bookings etc. have been made. Container ordered, to be delivered during Easter holiday. David Field to supervise delivery.

Current rental of Sewell £2400 a year. New rental will increase fees year by £888. Cost will increase slightly during bad weather as juniors will need to go inside. This is charged on use. We approximate this as adding another £400 per year.

Sprowston is also looking to invest/upgrade lighting on field. Only issue to resolve is lockers at the new site.

Action – Neil's sub group to continue to work to ensure everything is in place for the move w/c 22/4



Stephen asked about risk assessment on new routes.

Action *Glyn to find out from UKA about this. Glyn to liaise with Nick and Neil*

- b. Targeted races- Discussion of who is organising/how we are communicate/administration & booking systems/costs/captains for:

-RNR (Opens 1/4/2019)

Opens in a few days. Enter three teams. Open men and open ladies. **Action:**

Mark Betts to book. When third team comes through it will be a mixed ballot team.

Action: Luke/Roly to be approached to lead team by Glyn

-Ekiden (Teams and transport already provisionally booked by Glyn)

Agreed £10 adult £5 for children- **Action** Glyn to advertise/set up using a ticket source site

-Alex More relay

Action - Stacey to put a post together for social media/email about how members can apply for a team place.

2. VLM trip update- Jodie reported that James had this in hand.
3. GDPR- Glyn to update policies during his Easter holiday, including changes as a result of move. (Will need considerable additions to website and will need someone to take responsibility for this)



Action- Too look at solutions to update the website Dave Field to report back through Chris by next meeting. Gary to speak to Danny Bond about current website and if it can be adapted/made easier to update

4. Kit/Merchandising role- new person step forward to take over from Jodie - Lizzie Green

Rolling agenda items

5. Agree minutes from last meeting
6. Finance report

Norwich Road Runners
Sewell Park College Sports Centre
St Clements Hill
Norwich
NR3 4BX

Tuesday March 26th 2019

MARCH SPEND 2019

| | |
|--|---------|
| Tony Millett – Leeds XC diesel | 75.00 |
| Ashted Plant Hire – Wroxham 5K traffic control | 250.00 |
| Medals For All – Ringland/Wroxham/XC | 5560.00 |
| England Athletics – affiliation fees | 75.00 |
| Chris Harrison – fee for illegal use | 55.00 |
| MED Ambulance Services - Ringland 1/2 | 1600.00 |
| Jodie Causer – Ringland ½ expenses | 202.00 |
| Tanya Nelson – Ringland ½ cable | 20.00 |
| England Athletics – course | 420.00 |
| Sewell Park Academy – room hire Feb | 200.00 |
| First Self Drive – mini bus hire XC's | 200.00 |
| Sprowston Community Academy – room hire | 59.00 |
| Link Radio Services – 2-way radio Ringland 1/2 | 96.00 |
| Danny Bond – website | 146.00 |
| Epic Action Imagery – Ringland ½ photos | 342.00 |
| Blakes Storage – container for Sprowston | 2400.00 |
| K. Easter – stamps | 13.92 |
| Ashted Plant Hire – Ringland ½ traffic control | 500.00 |
| Easton Coaches – London marathon | 1300.00 |
| Jodie Causer- Wroxham 5K licence | 50.00 |
| Total | £13,660 |

Kathleen Easter Treasurer



7. Senior coaches report

Stephen reported on track and club run sessions. He asked about risk assessment. (See point 1). Asked for feedback about what to say to UKA in terms of feedback for coaching. Stephen to ask about getting Paul Evans booked in for a junior session. Stephen to attend a junior session in the next couple of weeks.

8. Junior coaches report

Request in for help/coaching. **Action** . Committee voted unanimously that if All Haden wanted to complete his L2 coaching this would be supported.

9. Club captain report;-

Request to book track for 5k fresh up-**Action**. Committee voted to cover costs.

10. Social team report

Easter fun run organised. Refreshments in hand for Wroxham

11. Communications report

-Facebook authorising members- **Action**. **New** members only to be authorised if they are in process of joining or have renewed. Jodie/Chris to look at reviewing at end of April once membership for new year has settled down.

12. Membership report (Following March renewals)

Renewal – 180 renewals so far. Mark will manage the family memberships so they can pay in instalments.

13. Race team reports (Feedback on races/preparation for races)



Report back on Ringland- Nothing to report

Wroxham-Progress to date (Jodie)

General discussion about race set up progress and costs including road closure. (Some action points agreed after meeting)

Action. Agree fee for course record, £100 for a male or female record. Will have last minute entries for elite. (Chris to write press release again)

Committee agreed to toilet costs (ladies and to to pay for road traffic management (£2700) to help with race set up of closure and for 2 staff to manage the closure.

14. members questions-none

15. AOB-

Proposal – Jodie- Volunteering awards, linked to volunteering to help with races/junior sessions/marshalling etc. **Action** Jodie to develop a costed proposal by our next meeting.

Discussed London ballot – Coaching counts as volunteers. **Action.** To make any changes to rules next meeting.

16. Agree next meeting – 30/4/2019 (At Sprowston!)