



Committee meetings are usually held on the last Tuesday of the month, at 7.30pm in one of the classrooms at Sprowston.

Minutes are posted onto the club website the following month. (once agreed by committee)

If you have anything that you would like to raise at the meeting, please email; committee@norwichroadrunners.com.

Rolling agenda items

1. Agree minutes from last meeting
2. Finance report
3. Senior coaching Committee report
4. Junior coaches report
5. Social group report
6. Communications report (Website/email/social media)
7. Membership report
8. Race team reports (Feedback on races/preparation for races)
9. Club team captain report
10. Safeguarding/compliance/health and safety report
11. AOB- members questions

Proposed dates of meeting for 2019 including calendar agenda items

Date	Calendar agenda items
December	NO MEETING
28/1/2020	Committee roles – who is doing what this year Membership review (for new membership year in April) GDPR/PACQ for membership 2020-2021 Coach to 5k 2021 Wroxham review – (preparing to go live) Training plans (report from Subcommittee) Members survey
25/2/2020	Compliance feedback (Safeguard/H&S/GDPR) Review of XC Review of members survey Christmas party
31/3/2020	Review of Ringland
28/4/2020	Review of communications (website)
26/5/2020	Review of club equipment
30/6/2020	Review of training
28/7/2020	Safeguarding review
25/8/2020	New coach training-Agree names and book courses XC set up/dates Review of members survey (results) VLM organisation
29/9/2020	Annual plan for 2020



	Propose dates for races in 2020 (prior to Norfolk RR meeting)
27/10/2020	AGM – Organise meeting Organising awards-Runners of the year
12/11/2020- Thursday	AGM – PROPOSED DATE FOR 2020
25/11/2020	New committee member roles Organising awards-Runners of the year

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