

Tiverton Harriers AGM - 6th July 2023

- Present: Kerry Roberts, Terry Fullick, Caroline Hewitt, Dave Cleeve, Kev Manvill, Pete Aggett, Matt Heard, Goff Welchman, Shona Gregory, Gordon Gee, Kate Stanton, Mary Humphries, Kat Humphreys, Kirsty Manley, Jeff Curd.
- Apologies: Dan Jones, Ruth Hyland, Walter Andrews, Jon Weighell.
- Kat ran through the points discussed during the last committee meeting, May 2022.

Committee Members:

- Mary Humphries was happy to take on the role as Welfare Officer and had confirmed with Ruth Hyland that she was also happy to take on this role, as discussed in May 2022.
 - Welfare Officer role description <https://www.englandathletics.org/clubhub/resource/welfare-officer-role-description/>
- Catherine Tapp was no longer wanting to take on the Health and Safety Officer role, as discussed in April 2022.
- Daniel Jones no longer wanted to take on the Club Secretary Role, as discussed in May 2022.
- Kirsty Manley was happy to take on the role as treasurer from Caroline Hewitt. Caroline was happy to stand down.
 - Treasurer <https://www.englandathletics.org/clubhub/resource/treasurer-role-description/>
 - Caroline ran through the finances, which are attached.
 - Caroline confirmed that the Affiliation fees on her report is not just the fee's paid to England Athletics for our memberships, also includes affiliation to cross country league etc.
 - We discussed moving to online banking. The current signatories are Kerry, Caroline and Mary. Kerry is going into the bank tomorrow so will start the process of going online. Caroline is happy to step down as a signatory and Kat would be added. Kerry and Kirsty happy to continue to get this implemented.
 - It was queried what the plan was with the amount sat in the account. Historically we received a grant to help fund the build of an athletics track, which never happened. It was agreed that we should continue to hold this money as there may be the opportunity to have an athletics track built into the future. The proposed new secondary school does include leisure facilities on the existing school site. There is also the proposal for the new Elmore site, which could have the opportunity for a track. Committee members and club members to keep an eye on these developments and be vocal with our wish for an athletics track and permanent club base.
- Jeff Curd was happy to take on the role as Club Secretary, with the help from Kate Stanton with regards to meeting minutes etc.
 - Club Secretary <https://www.englandathletics.org/clubhub/resource/secretary-role-description/>
 - Kat is to share the harriers email address log in details to both Jeff and Kate for them to help manage any emails that come in with regards to their role.
 - Kat is to speak to Phil Spencer to sort out a handover process.
- Dave Cleeve was happy to take on the Membership Secretary role backed up by Kirsty to cross refer payments from members etc.
 - Membership Secretary <https://www.englandathletics.org/clubhub/resource/membership-secretary-role-description/>
 - Kerry to speak to John Dean to sort out a handover process.
- Kat Humphreys was happy to take on Health and Safety as she has already created the Risk Assessments and has a record of these and is present at nearly all club nights.
 - Health and Safety Coordinator role description <https://www.englandathletics.org/clubhub/resource/health-and-safety-coordinator-role-description/>
- Kerry Roberts was happy to continue as Chairman.
- Agreed that there was no need for a social secretary, as this continues to be in hand and split evenly between Dave, Jon and Kat.

Uplowman 10K

- Date for 2024 race agreed to stay as the second bank holiday Monday in May – 27th May 2024.
- Jeff is happy to continue as Race Director.

- The issue with this years race was the lack of sponsors. We agreed that we need to have a sponsorship package rather than just random sponsorship amounts. Ideally it would be nice to have a lead sponsor, who we can name the race after.
 - Kat is happy to do some research and put together some sponsorship packages.
 - Kat is also happy to email these to local businesses about 6 months prior to the race so we have plenty of time to get these and have the relevant discussions. This will then give Jeff plenty of time to know the funds he has for the race. It was agreed that other people would help ask local businesses alongside Kat.
- Jeff is hoping to open race entries early in the new year.
- Goff is happy to help spread the word on social media to get last minute entries.
- We had a good level of race numbers and Jeff was happy to leave the upper limit at 200 going forward.
- A number of us met the owner of the field used for the car parking and she was very proud and happy for us to be using her field so fairly happy that this will be a strong relationship going forward.
- Ideally we would need more marshals. Jeff is still keen for as many members to run as possible but we would need to encourage members friends and family to help/
 - Was nice to see old faces, Len O'Connell and Jim Millard support the club and come down and helping marshal on the day.
- Jeff is keen to continue with the t-shirt as the memento as this is good advertising after the event when people wear them out running and at other events. This will all be subject as to whether we can get the right level of sponsorship as these can be expensive.
- Agreed it was a successful event with all the nice elements we like and are popular from other local events.
- Jeff shared his notes and financials from the event (£459 profit), which will follow.
- Would be nice to include a junior race in 2024.
- Jeff's long term aim would be to include this within a local village fayre/fete.
- Jeff is keen to look at starting an off road run, to be held early November. It was agreed it would be too early for this year but could look to start in 2024. Dave was happy to help Jeff with this.

Any Other Business

- Junior Section
 - We have had some volunteers approach us who are happy to help bring back the junior section of the club. They are looking to use the all weather track at Wilcombe School.
 - We need to have a look at what qualifications they would need.
 - It was suggested that we should have more than two people willing to do this so there is two people present at each session and back ups to help so there is consistency to the frequency of the sessions.
 - Caroline and Kerry have some equipment from when they did the juniors, which they would be happy to give them.
 - Talks to continue as they were unable to meet with Kerry this evening.
 - Terry suggested would maybe better to arrange a Tiverton junior parkrun.
- Coaching
 - Terry wants to do his level 1 coaching course when his personal life permits.
 - Kev Manvill is still keen to start his coaching journey and was told he can book on his course and just speak to Kirsty to be reimbursed the cost of this.
 - It was suggested that we start an Improvers group in March 2024 to start 10 weeks prior to the Uplowman 10k with the aim of finishing with the race. This would be a good opportunity to give Kev some experience coaching . It was suggested that this group be ran on a different night to Tuesday and Thursday so the coach leading the group doesn't miss out on a running session and could fully commit to the group. This could then be split amongst the coaching team on a rota.
 - Kirsty was also happy to help the Improvers group and understood and happy to attend a Leader in Running Fitness (LiRF) course.
- It would be nice if we had some leaflets that we can pin up on local notice boards, shop windows and hand out at local events to help spread the word. Feedback from a prospective new members was that he found it difficult to find out the relevant info from Facebook and the website.
 - Kat will speak to Jon to see if he is happy to look at designing something.
 - Kat has a company that she uses for work, which is based in Tiverton and reasonably priced for printing, which we can use.

- Would be good if we could get a sign advertising some of our details and meeting information on the gate at Elmore. Kat will speak to her Dad who is the secretary at Elmore to see if this is something we can do. If so, she will then speak to Simon White to see if he is able to get the sign made.