

RFRC Committee Meeting

MINUTES

8:00pm Wednesday 5th June 2024

Old Inn

Present: Simon D (Chair), Peter, Ben, Helen N, Helen P, Sam, Joanna, Michelle, Sandra, Emma

1. Apologies

Robin

2. Co-option of new committee member

A candidate was expected to be at the meeting. Simon to follow up.

3. Review actions from last meeting

- Supply of car stickers – Linda to source as part of 20th anniversary (done).
- Meet the Committee article – Joanna has done, still ongoing (Emma)
- Procedure for race budget preparation and expenditure monitoring – agreed this is not required, provided expenditure follows finance procedures – see below.
- Investigate payment options for goods – ongoing (Michelle & Ben)
- Talk to John Lewis re Taunton half/marathon (Simon) – action closed due to third party involvement.
- Costed proposal for anniversary gift – see below – ongoing (Helen P)
- CPR training – there will be a demonstration at the Memorial run.
- Update club championship page on website – ongoing (Ben)
- Humdinger status – see item below
- Giants Head status – the event is going ahead
- Update finance procedures to take account of comments from Simon & Peter – ongoing (Michelle)

4. Confirmation of Committee roles for 2024/25

- Club Captain -Robin
- Kit Manager - Joanna
- Webmaster - Ben
- Membership Secretary - Peter
- Coaching Co-ordinator - Sandra
- Welfare Officers (M&F) – TBA and Helen N
- Marketing & Comms Officer - Sandra
- Social Secretary - Sam

5. 20th Anniversary sub-committee update

Chris Manley attended the meeting for this item and gave a short presentation on the proposal for the Anniversary/Christmas party at Rumwell. After some discussion and clarification of costs, the committee agreed to go ahead with the proposal made by the

sub-committee as it stood. Communication to the membership should make it clear that any surplus income will be donated to the club charity.

The gift to members is now proposed to be a buff. Helen P will work with Sandra to determine if this can be a joint purchase with the Humdinger. It was agreed that maximum of 150 should be ordered for members.

The anniversary hoodies will be ordered directly by members from Jual.

Current Jual items need to be price checked and the website updated as necessary (Joanna/Ben)

6. Anniversary budget

The only costs the club will incur are for the party (max £300) and the members' gift (to be agreed)

7. Notch

Helen P made a proposal for a club page on the Notch website allowing members to buy bracelets etc. Helen P agreed to do the admin necessary. The first month will have a 20% discount and thereafter the club will receive a 10% kick-back.

8. 2025 Safeguarding Standard

Helen N asked that this item be deferred to the next meeting.

9. Herepath & Humdinger updates.

Ben reported that he had now received the permit from Forestry England. He will now apply for the TRA permit and prepare to open for entries.

Sandra reported that a new date of 8 September had been agreed, she will probably apply for an EA permit, saving the costs of the ARC membership. She is still investigating the requirements of Somerset Council.

10. Membership update

Peter reported that the club now had 292 paid up members. 72 members had still not asked for renewal and 32 had applied but not yet paid. These figures include 24 new members since 1 April. Anyone not renewing by 30 June will be resigned from the club.

11. Memorial run

Sam has offered to help Martin Webb with the organisation. Further publicity is required, especially the need to book and pay via RunTogether.

12. Summer social run

This new run on a Thursday or Friday is led by Darren Purchase. Helen P had taken part and reported it was successful.

13. Guide running

Michelle reported that a course was now available in Bristol and several members were interested. It was agreed that the club will pay 50% of the cost.

14. Club of the year nomination

The EA Club Support Manager has suggested RFRC apply for this regional award. Simon agreed to draft a nomination and circulate to the committee. The deadline is 18 June.

15. AOB

- Cathy Parmenter had asked Emma to raise a proposal for a one-off Sunday run. It was agreed that it is up to her to organise and ask for it to be posted on RunTogether.

16. Date of next meeting

7th August 2024

Action	By whom	Deadline
Meet the Committee article	Emma	Next meeting
Investigate payment options for goods	Michelle/Ben	Next meeting
Costed proposal for anniversary gift	Helen P/Sandra	Next meeting
Update club championship page on website	Ben	Next meeting
Update finance procedures	Michelle	Next meeting
Ascertain status of potential committee co-option	Simon	ASAP
Update Jual clothing costs on website	Joanna/Ben	ASAP
Club page on Notch website	Helen P	Next meeting
Club of the Year nomination	Simon	18 June