



## **Running Somewhere Else Club AGM**

**Wednesday 21<sup>st</sup> June 2023 at 7.30pm**

**Held at Somewhere Else, Cirencester**

### **Minutes**

#### **1. Welcome to all attendees (Chair - Pauline)**

The Chair welcomed all attendees and thanked them for joining the meeting. Apologies were noted from Henry Church, Carol Sworn, Andy Sworn, Liz Hulcup and Helen Cue

#### **2. Chairman's report (Chair - Pauline)**

The Chair provided her report, which began with a summary of what each Committee Member has been involved with in the past year:

#### **Sarah Reynolds - Club Secretary**

Sarah organises all of the official club meetings, including this one tonight. She takes minutes and ensures that actions are completed. She covers official club business like England Athletics requirements, club insurances and keeps all of our official documentation up to date in order including the club constitution.

#### **Caroline Terry - Welfare Officer**

Caroline's remit is club welfare and the health and safety of our members. She is constantly reviewing anything we do as a club from a health & safety perspective. She also picks up anything in the welfare arena from England Athletics and her and Sarah work closely together to ensure documentation is current and any required actions are followed up.

Sarah and Caroline worked together during last year to ensure we had in place some new required documents introduced by England Athletics. These included :

- Health and Safety policy
- Inclusion policy
- Safeguarding code of conduct
- Adult safeguarding policy
- Plus they covered updates to existing documentation

All of these are on the website along with our club constitution (membership section)



### **Elaine Chapman & Dave Witnall - Club Captains**

Choose and plan the club championship races and encourage member participation. Organise challenges throughout the year such as Cotswold Way, Hope24, Parkrun cup and organise away days such as Stratford and Solihull. Both part of the coaching team too so they also keep an eye on member participation and progress.

Dave has also enticed some keen members into participating in the cross county races.

### **Ellie Witnall - Communications Officer**

You all see a big part of what Ellie does in the club report, which she has been doing every week and which we've recently changed to fortnightly in order to give Ellie some of her weekends back.

Ellie also puts together comms for events within the club and advises the committee on comms in general to ensure that we communicate to members as effectively as possible.

### **Sarah Page – Fundraising Officer**

Sarah organises the nominations and voting for our chosen charity at the start of the year and she will be announcing this year's charity shortly. She then makes contact with that charity and maintains that relationship throughout the year. She is constantly thinking of ways to raise donations and taking opportunities whenever she can to sell cake!! She will also be updating you tonight on what we have raised this year for Cirencester Opportunity Group.

### **Tracey Pitts - Membership Secretary**

Tracey picks up and answers every membership query and application that comes to the club. She sets up new members and registers them with EA and always gives them a personal welcome to the club.

She processes all of your membership renewals every year which she makes look like a seamless task but it takes a lot of time and she is very thorough. She also maintains our WA groups to ensure everyone who wants to be is included in communications. Tracey often uses a certain 5 little words 'do you need any help' and 9 times out of 10 I take her up on that which means she helps out in most aspects of club.



### **Martin - Treasurer**

Keeps hold of the clubs purse strings! 3 bank accounts, main club, charity and Fairford. Martin checks all transactions going through these accounts, ensures that payments are received and made correctly, provides info at the committee meetings and gets our accounts audited annually. You will hear from him later his evening.

### **Nadine – Vice Chair**

It might be easier for me to say what Nadine doesn't get involved in! First and foremost she provided complete cover for me when I was out of action for a few months earlier this year. She has also spent many hours on re-vamping and updating our website this year (not a quick task), stood in as Social Secretary, stood in for Ellie a few times, organised events and helped with charity fund-raising, set up on line forms to improve our processes and organised the end of year awards do. She is always there for me when I need support and steps in to help all of our committee members when required.

The Chair also provided an update to members that Dave Witnall has decided to step down as club vice captain this year. She thanked him for everything he has done in that role over the past 5 years. Supporting members in their racing and training and all of the organisation around championship races, parkrun Cup, cross country and many other things.

Additional updates from the Chair were as follows:

### **General committee**

As well as their individual roles the committee work as a team, bringing ideas & suggestions to club such as the sports day next week, the away day in Solihull, parkrun cup and various social activities and charity fund-raising ideas.

We discuss members' feedback, at our regular committee meetings, both good and constructive to try to ensure we give you more of what you want!

We have streamlined some of our processes this year by using on line forms and we have implemented all of the changes required by England Athletics ahead of their deadline. Our club received a compliment for being more on the ball with these things than other clubs (Caroline Terry).



We have updated our joining process to link to policies which should be read at the time of joining and renewal.

We have added Running Etiquette and information to the website (under 'membership').

### **Club Successes**

Club successes this year include:

- Gloucester AAA results 2022 – several wins and places including senior ladies gold
- Hope24 ladies team win
- Many personal achievements – longer distances for many runners and the ultra bug seemed to spread
- Lots of PBs at all distances
- Fun head torch runs
- Fairford 10k – good organisation in the preceeding 6-8 months, input and help from the sub-committee and a great bunch of volunteers on the day
- A happy, friendly and supportive bunch of members – I for one class that as a success

### **Coaching**

We have a great coaching team - Kevin and I work closely together to support the coaching team and to enhance and improve the organisation and structure of the sessions.

Kevin Joynes-Creed has decided to step down as Head Coach after 3 years of commitment leading our coaching function and building our coaching team. He has done a fabulous job which also included keeping us connected and keeping us training through the difficult time of lockdown.

He's also done a lot behind the scenes such as managing the RunTogether set up for us, helping with adding info to the websites, forms for charity voting, being IT support and supporting cake sales at any opportunity.

Thank you Kevin.

I can also announce that Dave Witnall will be taking on the role of Head Coach bringing all of his experience in coaching to this key role within the club. Dave has done a lot already within the coaching arena of the club, bringing in focussed training for events and providing personalised training plans.



### 3. Announcement of charity fundraising totals for the year (Fundraising Officer – Sarah)

Sarah Page announced that we have raised £1,423 for this year's charity (Cirencester Opportunity Group). This is not the final total – we will add one third of the Fairford 10K profits to this total and we expect it to be close to £4,000.

Sarah thanked everyone for their contributions throughout the year, both monetary and other (eg cakes, attending events, raffle prizes)

Members have been voting for the 2023-2024 charity and Sarah announced that the charity that has won the vote is TIC – Teenagers in Crisis, proposed by Sammie. We will organise for them to come and give us a talk so we better understand who we are supporting.

### 4. Presentation of Accounts (Treasurer - Martin)

Martin presented the accounts on five slides (shown at end of the minutes)

He explained the account balances in the three club accounts – the main account, the charity account and the Fairford (10K) account. He explained how the Fairford race helps us to stay in the black due to the profit we make from the race.

Martin asked members to provide any suggestions on how they might like the club to spend any surplus money. Please contact Martin or any other member of the Committee with any ideas.

Sharon Smith suggested that we could consider hosting another race. She also suggested that we could use the Deer Park track for our efforts. Both of these suggestions will be taken to the next Committee meeting and discussed.

### 5. Constitution changes (Secretary - Sarah)

The Secretary noted that no changes had been requested for the Constitution this year, and therefore the Constitution will remain unchanged and is available on the club website.

### 6. Election of Committee for 2023-24 (Secretary - Sarah)

Committee members for 2023-2024 were elected as follows:



Position	Name	Nominator	Seconder
Chair	Pauline Tilbury	Kevin Joynes-Creed	Paul Robertson
Vice Chair	Nadine Brown	Anne Gardiner	Caroline Terry
Membership Secretary	Tracey Pitts	Caroline Terry	Sharon Smith
Club Secretary	Sarah Reynolds	Vicki Mason	Becca Wilson
Treasurer	Martin Sheriff	Dave Witnall	Sylvia Warman
Club Captain*	Elaine Chapman	Becca Wilson	Jo Wood
Vice Captain	Ben Chapman	Elaine Chapman	Laura Butler
Welfare Officer	Caroline Terry	Tracey Pitts	Sallie Clatworthy
Communications Officer	Ellie Witnall	Elaine Chapman	Charlie Austin
Fundraising Officer	Sarah Page	Cathy Steer	Rachel Bodey
Social Secretary	Kevin Joynes-Creed	Caroline Joynes-Creed	Rosanna Price

\* There were two nominations for Club Captain. The second nominee was Kevin Joynes-Creed, nominated by Sharon Smith. Members present at the AGM were asked to vote on voting slips for their preferred choice of Club Captain (as per the rules of the club constitution). Elaine Chapman received more than 50% of the votes and was therefore voted into the position.

## 7. Members items (All)

The Committee did not receive any Members items prior to the meeting. The Chair took the opportunity to outline some of our plans for the coming year:

More of what the members like, such as:

- Championship races
- Solihull away day – away day is now an annual event
- More sessions like at RAU – strength for runners, circuits
- May do an away day to run Fairford 10k
- More social events
- Sports day next Monday

We are also looking at having a couple of 'open' committee meetings where members can attend and maybe a coaching meeting too if interested



We'd like to look at how we can support members who are injured or currently not running but may want to come to club nights for a walk or a social.

#### 8. AOB or items to take to the Committee (All)

Linda Edwards raised that another local club had been contacted by a blind runner looking for a guide. This caused a slight panic in the club and she wanted to alert us so that we are ready for such an enquiry (we have a member trained as a guide runner, but he would need to be the appropriate speed as the blind runner)

Sharon Smith said that we used to provide an entertaining write up after each club championship race which was always fantastic. Is it possible to bring this back and start doing it again?

Anne Gardiner stated that the away days on bank holidays this year have been really good. Going slightly further afield has been fantastic – Avebury, Elkstone, Cleeve Hill – and she would like more of those.

Laura Butler suggested that we might consider hiring a coach to take us to the original parkrun in Bushy Park.

All of these suggestions will be taken to the committee and discussed in their next meeting, with feedback provided to members.

#### 9. Closure (Chair – Pauline)

The Chair closed the meeting by thanking both the coaches and the committee for their ongoing hard work, and also thank you to the members for ensuring this remains a friendly and inclusive club.

Meeting was closed at 8.45pm.



## Copy of Treasurer's Slides

### Current Balances



Main Account £5,604.86



Charity Account £1,423.80



Fairford Race Account £8,450.71

### Treasurer Report – Main Account

2021/22	Values
Start balance	7134.38
End balance	4620.64
Difference	-2513.74

2022/23	Values
Start balance	4,619.38
End balance	6041.53
Difference	1422.15

Category	Income (£)	Expenditure (£)
Membership	4,112.00	
Fairford 10k	1,923.25	
England Athletics		(1,958.00)
Awards Night		(533.09)
Vests		(521.52)
Coaches Gifts		(500.00)
Coaching Qualifications		(349.95)
Insurance		(330.00)
Internet		(178.13)
Gifts		(111.99)
Misc		(100.42)
Glostershire AAA		(30.00)
<b>Total</b>	<b>6,035.25</b>	<b>(4,613.10)</b>
<b>Difference</b>	<b>1,422.15</b>	





## Main Account – Spend Over Time



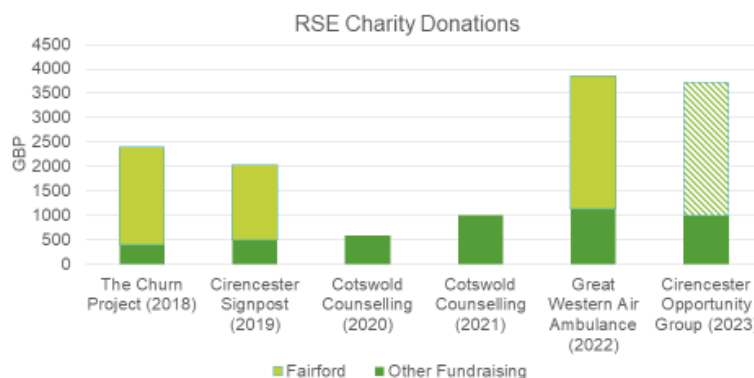
## Treasurer Report – Charity Account

2021/22	Value
Start balance	917.57
End balance	743.3
Difference	-174.27

2023/23	Value
Start balance	-
End balance	1,001.30
Difference	1,001.30

Category	Income (£)	Expenditure (£)
BBQ raffle	230.00	
Prize draw (trainer voucher)	208.50	
Awards night 50:50 cash prize	175.00	
Prize draw (hamper)	175.00	
Sampo cake sale	109.80	
Towels/buffs/bags	83.00	
Race swap	20.00	
<b>Total</b>	<b>1,001.30</b>	
<b>Difference</b>	<b>1,001.30</b>	

## Charity Fundraising – Over The Years





### Note of attendees

Jo Wood	Pauline Tilbury	Nadine Brown	Caroline Terry
Sarah Reynolds	Sharon Smith	Kevin Joynes-Creed	Caroline Joynes-Creed
Elaine Chapman	Laura Butler	Kirsty Pitts	Sallie Clatworthy
Dave Daniels	Martin Sheriff	Tracey Pitts	Ben Chapman
Paul Robertson	Anna Field	Sue Navin	Sylvia Warman
Charlie Austin	Rosanna Price	Sarah Page	Cathy Steer
Martin Page	Ellie Witnall	Dave Witnall	Paul Beaumont
Phil Newman	Linda Edwards	Mark Manley	Rachel Bodey
Steve Sandercock	Anne Gardiner	Becca Wilson	