



Petts Wood Runners - Annual General Meeting

Tuesday 13 June 2017 @ 9.00pm

Petts Wood Methodist Church, Queensway, Petts Wood, BR5 1EB

Committee in attendance:

Chairperson: Karen Barritt

Treasurer: Laura Cross Stables

Club Secretary: John O'Toole

Club Coach: Richard Dunstan

Social Secretary: Nicola Moore

Membership Secretary: Helen Hart

Ladies Captain: Sigrid Robson

Health and Safety Officer Tim Springett:

Minutes Secretary: Emma Doyle

Race Director: Stephen Robson

MINUTES

1. Welcome

Secretary John O'Toole welcomed members to the Petts Wood Runners Annual General Meeting.

2. Apologies and establishment of a quorum

Apologies were received from Jonathan Bottomer (Men's Captain), David Allison, Ian Noad, Steve Burnett, Anna Larner, Dan Selman, Pauline Skerritt, Paul Kelly and Sherry Bevan. A quorum was established with 44 members being present (10% of paid-up members).

3. Minutes of 2016 AGM and proposed additions

Minutes of the previous AGM held 10 May 2016 were distributed by the club secretary and made available to members ahead of the AGM. John O'Toole confirmed that there had been three suggested amendments to those minutes from David Boswell. Those amendments being as follows:

- I. "David Boswell explained that the accounts should show that the 10K made a loss of £203.87 because the tax paid of £981.51 and the donation made for the 2014 10K of £400.00 were made from income from the £1,177.64 10K income as the payments were all made during the current financial year."
- II. "David Boswell also explained that the subscription total of £5,499.00 was surely wrong, subscriptions of £22 for 400 members would be nearer to £9,000 and therefore the accounts under recorded membership income."
- III. "Neither the Chair nor the Treasurer provided an explanation for either of these two items, other than to say that the Committee had approved the accounts."

Before discussing the above suggested amendments, there was a show of hands to approve and subsequently a motion carried to last year's Minutes.

There was brief discussion around the suggested amendments. It was also confirmed that the vote on whether or not to include the amendments was only an indication that those comments were made, and not a statement to say the accounts were wrong in any way.

Focus then moved to the suggested amendments.

Amendment I – Not carried;
Amendment II – Carried (13 in favour, none against);
Amendment III – Not carried.

4. Chairperson report – Karen Barritt

Karen presented her report to the club.

Hello and welcome.

As a lot of you know, I quite like a theme. When I was thinking about the AGM at beginning of April, my theme was going to be along the lines of

PWR a club for the majority. However, Labour used something similar in their manifesto so I had to come up with something else.

PWR, caring, sharing and giving.

With that as my tag line I'm just going to give an overview of the last year and a few things that are planned for this coming year.

This club wouldn't be the success it is without the committee, the Leaders and the members.

Thanks to Emma who minutes all of our meetings, not an easy job!

Could ALL Leaders please stand up. Let's show our appreciation for these ladies and gents who turn up all weather to lead us Tuesdays, Thursdays and Sundays.

The committee have worked very hard over the past year to keep this a successful social running club, which all members have equal access and opportunities.

My grateful thanks goes out to all of them who have supported me over the last year.

There are going to be lots of thanks as I go through and so you may want to hold your applause until the end.

I would like to take this opportunity to thank John Gurney who stepped down as club secretary at the beginning of the year after seven years of service. John O'Toole has stepped into this role and has been amazing thus far. He is also responsible for updating the website and deals with the grand prix.

Richard sends out the weekly email and keeps us all up to date with what's going on and as club coach is responsible for the leaders. Thanks to him and he will address you a little later in the meeting.

At the AGM last year we had 315 paid up members. As of today we have 440 paid up members. Over 99% of our members seem perfectly happy. Hels does a fabulous job with membership, she is the Google doc queen and does countless other things to support me.

Sherry Bevan and Donna Carroll have lead another two successful beginners' groups which were well attended and supported with help on the Saturdays from our members. 55% of our new members either join via our beginners' groups or recommendations. We also have 9 second claim members.

Tuesday night numbers continue to rise. My thanks to David Alison for collating these figures. We started recording these figures in April 2016. A link to the actual stats are on the PWR website but in brief:

The average monthly stats are

13 in groups 1,2,and 3.

16 in 4

18 in 5

22 in 6

26 in 7

13 in 8

15 in 9

13 in 10

7 in 11.

The record attendance number on a Tuesday are 38 in group 7 (James Wong), closely followed by 36 in group 6.

The average amount of runners on a Tuesday night for the year from April 2016 is 150.

We did however have 199 last month (May 2017), so we are increasing. This is to be covered a bit later.

Hopefully you will agree that the addition of the numbered posts makes it easier to identify the groups on a Tuesday evening.

There has been an increase in the Social activity as a result of Nicola Moore's hard work. These include the Midsummer run, Thanks to Pauline Skerrett for letting us use her drive, the Leaders meal, Curry night, the amazing 10 year anniversary Ball. We are changing it around

slightly this year with the midsummer run and Awards evening on separate Tuesdays. We will again have a Leaders meal around September time to show our appreciation to them and the end of year party will be in November.

Our 10k goes from strength to strength and it was the 10th anniversary of the race last year. With a race limit of 850, we had 837 finishers, this was a record. Thanks to Stephen Robson the Race Director.

We also had a record number of PWR volunteers, over 150 of you. Please put 8th October in your diaries for a fun filled day of supporting your club. We need more people this year as the route has to be changed as the bridge into Jubilee Park is not going to be replaced until November.

We gave over £5000 to our chosen charities, St Christopher's, Maypole Project and the National Trust last year. We have raised almost £50k for St Christopher's in the last 10 years and this year is there 50th anniversary, so it would be great to raise a significant amount this year.

We also hope to make this even more of a local community event this year. Within the next week or so an email will be coming out asking for help from people with specific skill sets, followed by the trusty Goggle doc where you can choose what vacant roles you wish to volunteer into. Please consider lending us your support in this.

A copy of the last years Health and Safety report is also on the website but again in brief, there were 12 incidences of trips or falls reported to Tim in the last year. 8 of those were able to continue with their run. The most serious was a fractured wrist. All fallers reported that they had been well cared for following their fall. Thanks to Tim for collating these and updating our H& S guidelines which can also be found on the website.

Last year's Grand Prix was an opt out. So if you didn't want to take part you had to say so. There were 205 members in 11 groups A-K who chose not to opt out that battled over the year. The last race was Harvel and all results are on the website with the podium positions.

Sonia Chou, Jo Gamble and John O'Toole together with the Captains of Siggys and Jonathan spent hours and hours and hours in the prelim stages sorting out groups, races etc., and then managing all result entries and enquiries. Thanks to them. Sonia will stay on this year with the very welcome addition of Mark Burgess and John Gurney joining the team. The committee decided to hopefully prevent clashes this year, which were no one's fault last year but due to late announcement of KFL races, that the GP would run from November to October.

The use of coaches was extremely popular and we will continue to do that this year. Thanks to Emma Crawford, Moy and Paul for arranging these. There was also a lot of car sharing going on, which is encouraged and a great way to meet other members.

One of my favourite events was the Turkey Run and the general consensus is that Team Nativity was robbed. Any way we all had a great time. The theme for this year is Noah's Ark. The thought behind it is, you buddy up with someone of a similar speed and are the same animal. We will of course still have the main group of animals that all run together like last year.

There have been some great photos taken this year by Kevin Howarth at club events. Thanks to Kevin. Remember that our midsummer run will start at 7.30 next week with the Annual club photo, if you could turn up in your club vest or a white top please.

PWR manned water station 4 at VLM with over 80 members volunteering on that and countless others as part of other teams.

Following marathon season we asked members to let us know what they raised for charity. A staggering £91.732 was raised by our members at the last count.

We did try to tempt the Newshopper into doing a story but they weren't interested.

Also Petts Wood Residents gazette.

Our members 10k was the most successful yet and the catering had gone up a notch or two, again many thanks to all who helped with that. The winners will be announced at the Awards evening on 4th July post run.

I have an application in with LBB for a shed behind the Pavilion in the Rec. We should know before the end of June whether or not planning permission has been granted. We have a great deal of equipment over several sheds with the lions share at Stephen Faulkener's house. There was a fair bit of objection and support for this and I've been informed by the planning department that it will go before senior managers under delegated powers. I had the support of the three local councillors before submitting the application and expect a decision by the end of June 2017.

We costed using the Big Yellow storage and the cost would be around £2k per year for a big enough space that we could actually move around in to find things easily.

The proposed shed would be approximately £1000, with a palisade to match the existing one at approximately £1000. That does not include any ground work, extending the path or kitting out the shed with racking etc. Even if it is £4,000 it will pay for itself after 2 years. We did increase your membership by £1 this year with this in mind. Thanks to Phil Morley for helping me with this.

Our members also support local parkruns with our members being Event Directors and race directors at Bromley, Bromley junior parkrun, Hilly Fields and are about to start another one locally in St Mary Cray.

We have been asked if we could provide volunteers for Ride London and the Big Half, both of which are events organised by London marathon events. Of course we have stepped up to the mark for those. A google doc is on fb for Pride London 30th July. They are still in the planning stages for the Big half for next year but I am in communication with them regarding our involvement with that.

Myself and Mike are also looking to introduce an aqua jogging session to help rehabilitate injured runners.

I'd like to also like to thank Laura for the amount of time she spends on the club's finances. This is a huge task, very competently carried out with great professionalism.

I think you will agree that the caring, sharing and giving tag is appropriate and let's look forward to the next year.

I will now hand over to Laura, the club Treasurer.

5. Treasurer's Report - Laura Stables

The Treasurer presented a summary of the movements in the income statement for the financial year ending 31st March 2017, see attached. These were distributed in advance of tonight's AGM and are available on the website. Laura confirmed that all comments from last year's AGM had been taken on board. Comparisons have been added in relation to the previous year's accounts and reasons given where relevant. Laura then summarised the content of the accounts, of note keeping a residual amount in the accounts to cover advance expenses such as the 10K.

Of note, and as a final point, Laura made it clear that coaches for club events are not subsidised and are included in the accounts.

6. Changes to Club Constitution

Proposed amendments to the constitution were made available on the club website prior to the AGM. <http://www.pettswoodrunners.org/annual-general-meeting-2017.html>

All proposed changes were approved as follows:

Rule 7 – Accepted and motion carried with the addition of the new position of online content officer.

Rule 22 – Accepted and motion carried.

Rule 30 – Accepted and motion carried.

Rule 33 – Insertion of a comma after the words 'cheques drawn against' was accepted and motion carried after the following comments had been made:.

Paul Daniels queried the number of signatories needed to make online payments and suggested it should be two for the protection of the committee members. Laura confirmed that it would not be practical and confirmed that all transactions are receipted. Debbie McKenzie queried as to whether Laura was the only person authorised to make electronic payments on behalf of the members. Laura confirmed those authorised are the Club Secretary, Treasurer, Chair and Membership Secretary. The membership secretary confirmed that she makes payments to England Athletics. Laura further confirmed all payments are evidenced and receipted and where unclear clarity is required before payment is made.

Debbie McKenzie confirmed that she was happy with Laura's and the committee's responses and that all comments had been minuted.

Rule 38 – Accepted and motion carried. Debbie McKenzie queried what a financial statement looked like. Laura confirmed this years accounts were representative of a financial statement.

John O'Toole confirmed the amendments would be made and available to view on the website within the next few days.

7. Captain's Reports

Sigrid Robson summarised the key race results and achievements over the past year with many PBs and prizes. The content of both the men's and ladies captains full reports can be found on the PWR website.

8. Election of Petts Wood Runners Committee and Club Captains

Karen asked for a block vote for election for committee positions. All members in the table below were voted in. All non-committee members were welcomed and thanked. Club captains were also voted in and welcomed as named below.

Position	Candidate	Nominated By	Seconded By
Chairperson	Karen Barritt	Philip Morley	Ian Noad
Treasurer	Laura Cross Stables	Marcus Elwes	Martin Cunningham
Secretary	John O'Toole	Richard Hopley	Perry Wilson
Men's Captain	Stephen Pond	Steve Bowley	Jason Mercer
Ladies' Captain	Ellie Bowley	Stephen Pond	Éadaoin Miller
Coach	Richard Dunstan	Janet Littlejohn	Orla Weston
Membership Secretary	Helen Hart	Richard Hopley	Perry Wilson
Race Director	Stephen Robson	John Gurney	Hannah Roberts
Health & Safety Officer	Tim Springett	David Allison	Matt Jones
Liaison Officer	Michelle Marsh	Emma Crawford	Marcus Elwes
Social Secretary	Nicola Moore	Sacha Townsend	Michelle Cooper
Online Content Officer	Julie Medhurst	Nicola Moore	Kevin Howarth
Minutes Secretary	Emma Everest	Sarah Stonard	Orla Weston

Non Committee Positions

Men's Captain's Team	Ladies' Captain's Team	Grand Prix Team	Online Support Team
Steve Bowley	Emma Crawford	Sonia Chou	Sherry Bevan
John Gurney	Jenny Leng	Mark Burgess	Kevin Howarth

Perry Wilson	Hannah Roberts	John Gurney	
Paul Kelly	Linsey Hopkins		

9. Club Kit - Karen Barritt

Concerns have been raised by members regards the current club kit. Karen confirmed we have purchased approximately £1500 kit which has been supplied and currently stocked by Winstons. A proposal was put forward to the members for the club to take back the stock held by Winstons, Winston would then reimburse any monies that are due and the club would then proceed to find a new supplier. A show of hands confirmed the members were happy for this to proceed.

10. Richard Dunstan – Club coach

Richard spoke of the proposed mob match between Orpington Road Runners scheduled for Tuesday 11 July 2017 to take place in Jubilee Park.

To cope with the increase in size of various groups on a Tuesday evening there is a requirement for two new groups within the next 6 months; as a consequence there is a requirement for 3 new group 7 leaders.

Additionally, due to the popularity of the Beginners' course, there is also a need for a group 1.5. Richard confirmed four new leaders will be needed for this. Anyone interested should contact Richard.

Richard thanked all of those who have helped over the last 8 years with the beginners group and also the Kent London Athletics Network.

10. Proposal to introduce additional Tuesday evening groups with earlier start time – Ian Noad

Phil Morley advertised a mixed ability Tuesday night run at 6pm for those that wished to run earlier than the usual club run.

11. Any other business

Karen confirmed that new buffs were now available and would be priced accordingly in due course. Regards this year's 10k, ten places had been allocated for PWR members. Seven members applied and were awarded as follows: Jenny Lang, Bill Middleton, John O'Toole, Sonia Chou, Dan Bugden, Johnny Gill and Matt Jones.

Debbie McKenzie thanked Laura on this year's financial statement. Debbie raised a query as to Laura's report stating that last years 10k made a loss; suggesting that all expenses should be taking into account before making donations to charity. Laura confirmed that some expenses become apparent after the event. Debbie Mckenzie suggested that those losses come out of this year's profits. Laura confirmed all members would need to be in agreement with this proposal. A show of hands confirmed that all members present were happy with this proposal.

Debbie McKenzie raised a query regards the membership calendar year. Helen Hart confirmed that this was set by England Athletics. Helen confirmed that an e-mail is sent out before 1 April each year to all members regarding renewals. Debbie suggested a change to clause 30 of the

Constitution to cover the e-mail. John O'Toole confirmed that Rule 30 of the constitution stated the e-mail sent between 1st and 30th April is a reminder.

Sonia Chou thanked Laura for her work on this year's accounts and asked what FRS means. Laura confirmed that FRS is the name of the timing company for the Petts Wood 10K. Sonia also asked Karen what was the problem with the kit. Karen confirmed it was more to do with the men and chafing.

Chairperson Karen Barritt thanked the members for attending and the meeting was **closed** at 22:10