



Minutes of PWR Committee Meeting 21st September 2020 Virtual Meeting via Zoom

Present: Daniel Selman (DS), Joanne O’Connell (JOC), Nicola Moore (NM), Tim Springett (TS), Stephen Pond (SP), Julie Medhurst (JM), Sarah Davis (SaD), Gillian Selman (GS), Hannah Harrison (HH), Wendy Le Comber (WLC); Spencer Davis (SpD), Richard Dunstan (RD)

Also Jason Hone (JH) for part

Apologies: Natalie Compton (NC)

1. Minutes and actions from last time

Action	Responsible	Update
Update Safeguarding policy with feedback	HH	Ongoing
Review and Update H&S Guidance for reference to Sweeper and remove contact telephone numbers. Reshare to website and PWR Leaders and Club page	TS/ SpD	SpD/Jason to reload once TS resends
Respond to members about decision to not return to club running yet	NM	Complete
Formally cancel the PWR10k 2020 and update Website	NC / SpD	Complete
Research alternative potential Coaches for VLM – if required	NM	n/a
Review and Update lockdown guidance with any changes from Government advice / rules	TS	n/a
Share Minutes to Website once agreed	JM	n/a

2. Review of return to club runs (NM / RD)

RD provided an update on the first 2 Tuesday night runs. Positive feedback and everyone keeping to distance. No evidence of difficulties on a run. Recommended to continue with current numbers especially with new 6 rule and also growth in COVID cases

Earlier meeting time is fairly popular but some runners / leaders were struggling to get there in time. Agreed to keep the runs as 2 separate times but look to moving slightly later (15-30 mins) if leaders agreed. Noted also needed to cover the COVID role and that person should not be on their own in the recs.

Agreed any change in time should avoid going out at same time as a group coming back and that the leaders should be approached to see if there is enough interest to amend start times to 7 and 7:15/7:30

Covid role to be widened to everyone on the committee.

- a. Spond booking system

Jason Hone joined the call and gave feedback on the trial of the booking app SPOND – Issues include unable to stop people booking into more than one slot and unable to get an overall view of bookings without going into each “group”. Also caused a lot of notifications
Agreed to carry on with google sheet as it is the best option at the moment

b. Thursday track sessions

Track has not resumed and not likely in the foreseeable future.

3. Alternate events to replace KFL/ Mob match etc. (RD)

- Internal mob match splitting teams based on their birthdays – could be sent off in waves. Can't run in National Trust or Local council. Bromley common possible for a 6k course but RD to ask permission to run on the land. Any new location will need a risk assessment –
- Yacht race – slowest person runs first based on past times. Agreed this would pose more risks with COVID with runners overtaking and finishing at the same time.
- Station runs – start and finish at the same station such as Sevenoaks, Dunton Green like the Lavender run. Would need risk assessments, bookings and enough leaders.

Agreed to pursue the internal mob match first with TS to draft risk assessment and RD to draft how it would be administered/planned **(TS/RD)**

4. KFL - future organising committee structure (GS)

Dick Whittingham is leaving so they are looking to form a new smaller committee with representation from clubs. PWR have notified their desire to be involved.

Club runners are missing Cross Country events. Suggestion that some races of Kent league still going ahead. GS checking but this is more favourable to faster runners

5. Club kit (NM / JM)

Eadaoin agreed to look into changing kit supplier due to issues with delivery and standards dropping. NM advised when she looked at it previously Graduates had agreed to hold stock so may be an option. Everyone encouraged to forward any ideas.

6. Social secretary update (JOC)

- a. Winter party – Cancelled and offered refund or postpone to next year. Agreed to keep November date at The Warren next year and any potential post COVID / Summer celebration can be organised somewhere else
- b. Club charity – roll on for another year due to the limitation of fundraising opportunity
- c. Xmas lights – Agreed to promote company on Facebook so people can organise and approach and book themselves direct with the company. **(PWR Committee admin)**

7. AGM including when to publish reports/ accounts (DS)

Acknowledged that we have still not had an AGM and agreed that due to the unprecedented times it would be very difficult to hold one due to struggle for questions in advance and whether we would have enough members to meet quorum.

Acknowledged continuing to have committee meetings and continuing to address issues.

Sharing Agenda and minutes. Feedback from questionnaire which we are addressing. Agreed we could publish the accounts and we would look to hold next AGM next Spring.

At this point Spencer Davis formally resigned from the committee and the rest acknowledged and thanked him for everything he had done.

8. VLM 2021 Ballot criteria (NM)

C/F until we know more

9. AOB

- a. Shed tidying (NM) – Needs a lick of paint for winter and help clean and tidy – requires volunteers
- b. Club records / record of achievements (DS) Advised that we did not have a 3000m record and Roger Vilardell had raced the previous week. Agreed that we should include this.

Next meeting beginning of December date tba

Dates for diaries

October	4th –VLM virtual race
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Summary of actions c/f

Action	Responsible
Update Safeguarding policy with feedback	HH
Review and Update H&S Guidance for reference to Sweeper and remove contact telephone numbers. Reshare to website and PWR Leaders and Club page	TS/ SpD
Progress plan and draft risk assessment for Internal Mob match	TS/RD
Feedback and assist Eadaoin with search for new kit	JM
Promote Christmas lights Secret run company on Facebook	PWR Committee FB Admin
Publish accounts on website	SD
Help Tidy shed	ALL