



Minutes of PWR Committee Meeting 19/04/2023 Church hall

Present: Daniel Selman (DS), Nicola Moore (NM), Tim Springett (TS) Alex Robbins (AR), Liz Squires (LS), Kev Howarth (KH), (NJ), James Wall (JW) Julie Medhurst (JuM), Natalie Jacques (NJ), Richard Dunstan (RD), Hannah Harrison (HH), Jason Mercer (JM), Jason Hone (JH)

1. Apologies: None

2. Minutes and actions last meeting

Action	Responsible	Update
Investigate club kit at other clubs in Kent Network	RD	Zero to hero use www.tcx4.co.uk . Kit needs to be allocated to new committee
Investigate Bandbox as an option for clubkit	JM	Contacted but no response as yet. Will chase and try to pop in
100 Club set up – MP to investigate requirements for Small Society lottery and amend wording on the document about the payment being one off per year upfront and take forward with Treasurer, Membership Secretary, and club secretary	MP, JW, AR, (to be sent out with membership), DS (to be licence owner)	See below
Amend 2 nd claim membership fee to £12.50 and investigate the cost of EA membership	AR	Not changed
Design and send out Questionnaire to get membership views on winter party and other events	LS	See below
Update Club records and relaunch annual records And ask Jason Hone to investigate alternative website hosting companies	DS	Updated club records. Delays to records caused by Google form not notifying when completed
Continue to investigate Website email address issues with supplier	JM	No further forward
Provide contact emails to NM to create an email group for committee	ALL	Complete
Pay charity funding as per agreed split	JW	Agreed
Review volunteering credits for marathon ballot	NM/DS	See below

3. Petts Wood 10k (JaM)

Charity funding from last year to be £100 each for Friends of Jubilee / Willet rec.

Remaining to be St Christophers 75% Demelza – 25% **JW to action**

Changes for 2023 - Improved medals, Less Sponsorship available

Jason Hone to update website to show 2023.

PWR raffle places to be 5 PWR places at marathon roll call and 5 at AGM. Martin to sell tickets on the night.

4. Website (JH)

Annual Club records updated and 2022 archived

JH to investigate potential hosting options and custom emails by transferring domain.

One off development and potential hosting costs to be determined.

AR advised a new spreadsheet for Tues night runs is needed for May to stop those who have not renewed continuing to have access. (NM)

Calendar of events to be created on google sheet and shared to membership / pinned to new website / committee to be given access to update (JH)

5. 100 Club Draw process (DS)

Agreed not to be advertised on club website.

Process of drawer to be clarified with Martin P (DS) 1st drawer to be 30th April.

6. Social secretary update inc questionnaire (LS)

Tim's quiz – won by Paul Daniel team. Venue given good feedback.

Run leaders' meal - £1000 food bill. Drinks bill low. Will consider other venues for next time.

Bickley Manor booked for Marathon roll call 2nd and AGM 23rd.

28 seats sold for Bushy Park and needs to be readvertised or offered to Orpies

Questionnaire - 92 responders gave positive feedback.

Date clash was main reason for not attending Winter Party

Events like to see - More train runs, 5k Handicap run followed by pub popular, Comedy Club in Chislehurst, Athletic or Sports event, Dodgeball was popular, Orienteering running events such as at Shoreham end up at Vineyard or Keston ending up at a pub. LS to investigate suggestions.

7. AGM (DS)

23rd May – Notification by 25th April

Expressions of Interest shown in all vacant roles

Consideration of additional roles to be created by future committee such as a Volunteer Coordinator.

8. Ballot Criteria (NM)

Difficult to measure in previous years.

Committee members, Track coach and race director to be automatically in the ballot.

Regular leaders to get 2 points.

NM to reshare slides and publish to club.

9. European and Domestic weekend away running (RD)

Corrine Hollanby has shown interest in organising with some great research.

Agreement that RD to liaise with Corrine and form a subgroup to help organise an event

10. Tuesday night Protocol (KH)

Committee member to ensure Welcome new members and check they have found their leader, safety briefing and share any news.

RD to send an email to the leaders to get in number order and advise the Committee will give a short announcement before they should leave.

Note should also include the importance to keep to advertised pace.

11. Tuesday night start time (HH)

Suggestion that Gp1 should run without a leader when Donna not there or wait till 7:30 to go with Donna. HH /RD to discuss with Donna.

Noted on previous poll approx. 90% of club wanted 7pm and 8pm groups have not taken off.

JW also raised that Group 12 were not running and there was a gap between 11 and 13 with group 11 running at Gp12 pace. Gp12 to be reinstated and faster runners in Gp11 encouraged to move up.

12. Calendar of events (KH)

Discussion about date clashes. Dates for events at end of minutes to be updated on club calendar and try to give access to committee to update.

Committee agreed that the club would pay for 20 teams at the Beckenham relays.

13. Lavender Run (HH)

Hannah agreed to organise in July.

14. AOB

JW confirmed he has had no interest in the Training fundraising app.

80 people attending water station.

TS commented on the low turnout at the leaders conference and suggested combining it with the leaders social.

HH asked if we needed to continue with 2 Beginner courses a year with nearly 600 members. RD confirmed Apr and Sept to continue this year and drop down to 1 event per year from 2024 in Spring.

RD confirmed organising a 1-mile track relay event to be in August for various age categories.

RD would look at potential inner club mob match based on alphabet or birthdays.

NM raised that first aid training is a requirement for LIRF renewals.

Calendar of future dates

May 2023

1st – Ted Pepper 10k

2nd - Marathon Roll call

4th Assembly League Victoria Park

6th Beginners Coronation

14th – GP7 Darent Valley 10k

17th – Beckenham relays

18th – Bodyguard Theatre trip social at Orchard theatre Dartford

23rd – AGM and KFL medal presentation

June 2023

1st – Assembly League – Crystal Palace

12th - GP8 – Tenterden 10k

20th – Midsummer run TBC

21st – Midsummer race @ Norman Park

July 2023

10th - GP9 – Mid Kent 5 miler

Aug 2023

GP10 – Any parkrun anywhere

Sept 2023

3rd – Big Half

24th GP10 Vitality 10k

October 2023

8th – Petts Wood 10km

Actions Carried forward to next meeting.

<u>Action</u>	<u>Responsible</u>
Pay PWR10k Charity amounts	JW
Investigate hosting website options and set up new shared calendar of events	JH
Create new Tues night club run for current membership	NM
Publicise AGM and open nominations by 27 th April	DS
Send email to leaders that a committee member will do a short introductory announcement on a Tuesday night, they should get in order and stick to pace	RD
Reshare updated Ballot criteria and then publicise to club and website	NM
Speak to Donna about GP 1 start time options	RD/ HH
Lavender run	HH