

## BRJ Committee Meeting

Tuesday 2<sup>nd</sup> August 2022

Present: Sam Ahern , Claire Ashton, Sophie Etheridge ,Nicki McMahon, Paul Mitton, Annette Newton, Lisa Shacklock, Ian Shipley, Jo Watts David Ward,

Apologies: Anna Best, Clive Best, Michelle Caspersz, Gerry Pye, Emma Stevens,

1.Welcome/ Apologies		
2.Minutes	Minutes of the committee Meeting 14 <sup>th</sup> June 2022 were approved.	
3. Action Points	<b>EA Club Standards</b> <ul style="list-style-type: none"><li>• Second Welfare Officer- Jo to discuss at Juniors to see if anyone is willing to take this role, to work with Emma and focus on welfare issues with Juniors.</li><li>• Health and Safety Policy- Emma to draft</li><li>• Implementing Inclusion and Diversity Policy- Annette and Sophie, Sam to develop plan, invite Paul Homewood to join group.</li></ul>	JW  ES  AN/SE
4. Officers Reports	<b>Membership</b> <p>Nicki has taken non-members off the BRJ Facebook group. It has been more difficult to ensure that the Juniors Facebook is members only. It was agreed to remove everyone from the group and ask parents to rejoin confirming their name and name(s) of children. Claire will explain this in the weekly email.</p> <b>Multisport</b> <p>The number of pool swimmers has reduced during July. It was agreed not to continue with pool swimming during August next year, and to increase the session cost to £6 from September 2022. Claire to outline in weekly email.</p> <p>Sophie reported that the lake coached swimming sessions have been well received, with members new to open water swimming attending regularly. Members have asked to join her river swimming. Sophie can arrange this as an informal session, rather than a BRJ event. The option of providing open water swimming sessions to juniors next season was discussed. David said it had previously been agreed not to take on swim coaching for juniors.</p> <p>The tri training sessions with Tim have had up to 5 people attending. We aim to train more members as tri coaches. Current tri coaches are Simon Moore, Ed Scott, David Ward, Pippa Burns. BRJ will support members wanting to train as tri coaches and there are courses available. Claire will explain this and canvas interest in the weekly email.</p>	CA          CA

	<p>.</p> <p><b>Coaching</b> Paul met with David N to discuss the coach development plan. He will meet with leaders and coaches to review what they are able to do and recruit more leaders. There has been low attendance at track over the summer.</p> <p><b>Juniors</b> Juniors need to recruit more volunteers and train more coaching assistants.</p> <p>There is a request to purchase First Aid kits for junior sessions. It was agreed that Junior coaches can purchase essential equipment up to £100, and notify or claim refunds with Ian. There are 10 First Aid kits purchased for the OVW marathon that could also be used by juniors. Jo will manage the kits, re-stocking as required.</p> <p><b>Fundraising Report</b> Gerry provided a report summarising been two main fundraising/ social events organised with Lisa:</p> <p><b>Invitational – 12 July 2022.</b> The BRJ Invitational Run was a great success raising £225.</p> <p><b>Martin Doig Guestimate – 27 July 2022.</b> The Martin Doig Guestimate was also a great success raising £166. The routes and the venue were superb and there were no major issues regarding organisation and execution. The only observation worth mentioning was the general lack of uptake from the juniors – only 12 runners. This was probably owing to our holding the Guestimate during the school holidays and this might be something to note for next year.</p> <p>The BRJ Run and Tri Annual Fundraising Campaign 2022 total currently stands at £815.</p> <p><b>Social Events</b> Lisa circulated a report outlining booked events and discussed other ideas; 5k Walk n Talk BRJ End of Summer gathering? BBQ / Picnic Quiz Night Halloween 10k Santa Run Christmas Party Lisa and Gerry were thanked for their work to promote events, as there have been few social events since Covid.</p> <p><b>Communications</b> Sophie suggested setting up a WhatsApp group for coaches and run leaders to encourage them to send photos and updates for comms.</p>	<p>PM</p> <p>JW</p>
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	<p>Claire will organize.</p> <p><b>Welfare</b> Update next meeting</p> <p><b>Kit</b> Anna is getting quotes for swimming caps from 3 companies. Most suppliers require a minimum order of 50 caps.</p> <p><b>Finance</b> Ian is preparing half year accounts. There is £16K in the bank account.</p> <p><b>Chair</b> Claire highlighted the very successful pentathlon competition and the awards evening organized by Tony, who provided the trophies, food and drink. Claire thanked Tony and Jane and gave plants.</p>	<p>CA</p> <p>AB</p> <p>IS</p>
5. Procedures Handbook	<p>Lisa and Gerry are writing procedures for the events they are organising. Other committee members are asked to write procedures for the tasks within their roles to make it easier to handover to new committee members.</p>	All
6. England Athletics	<p><b>Feedback Club Support Fund</b> EA has written to clubs that have received funding through the club support requesting feedback; 'As part of our ongoing monitoring and evaluation of our programmes we would be really pleased if you could provide some feedback on the impact this funding has had on your members. If you are able to share images, videos, quotes that we can use to highlight how EA funding has enhanced the experience for your members we would love to hear from you. Some of this may be used as part of case studies or simply to include as part of internal reports.' BRJ received funding for the Festival of Running, July 2021, and the EA Coached sessions with Chris Hollinshead March/ April 2022. Annette to summarise feedback</p> <p><b>EA Volunteer Awards</b> Nominations for the Volunteer Awards are open until 31<sup>st</sup> August. The categories are;</p> <ul style="list-style-type: none"> <li>• Individuals</li> <li>• Clubs</li> <li>• Projects</li> <li>• Volunteers</li> <li>• Officials</li> <li>• Club leaders</li> </ul>	AN
7. BRJ Events	<p><b>House Valley Way Marathon</b> Gerry will be race director and organise a race team. Looking at dates in September, possibly 10<sup>th</sup> September 2023.</p>	GP

	<b>BRJ 'takeover' of Parkrun</b> BRJ will provide all the volunteers to organise Huntingdon parkrun- date now agreed 8 <sup>th</sup> October. Alice Noyes is run director	
8.AOB	<b>Christmas Party 17<sup>th</sup> December 2022</b> 20 people have booked to attend.  <b>BRJ T Shirts for all Members</b> Claire has requested samples and  <b>London Marathon Coach 2<sup>nd</sup> October</b> Annette will organise coach	CA  AN
9. Date of Next Meeting	<b>7.00 Tuesday 4<sup>th</sup> October 2022</b>	