

## BRJ Committee Meeting

**Tuesday 1<sup>st</sup> December 2022**

**Present:** Claire Ashton, Sophie Etheridge, Nicki McMahon, Paul Mitton, Annette Newton, Gerry Pye, Ian Shipley, Emma Stevens,

**Apologies:** Sam Ahern, Anna Best, Clive Best, Lisa Shacklock, Jo Watts David Ward, Michelle Caspersz

1. Welcome/ Apologies		
2. Minutes	<p>Michelle requested clarification of the minutes 4<sup>th</sup> October, Specifically, AOB apologies for the loss of internet connection. Email from Michelle; 'The minutes are inaccurate. They do not show the time that internet connection was lost, the time alternative means by which the meeting continued and whom attended by these means and what was subsequently discussed and agreed by these participants. The minutes record the internet connection was lost at 8.00pm. Some people were able to reconnect. The senior running championships 2023 were approved. No other details were noted at the time.</p> <p>With this clarification the minutes of the committee meeting 4<sup>th</sup> October 2022 were approved.</p>	
3. Action Points	<p><b>EA Club Standards</b></p> <ul style="list-style-type: none"> <li>Second Welfare Officer- Heledd Marshall-Roberts is the second welfare officer, focused on the Juniors. Heledd is training as an assistant coach.</li> <li>The draft Health and Safety policy was discussed, with suggestions for some specific references to swimming. Emma will amend the policy and circulate the final version.</li> <li>Sophie has updated the Inclusion policy, and this was agreed. Implementing the policy includes training for coaches, leaders and volunteers. Sophie attended a training session with Living Sport and will contact them to see if this is still available.</li> </ul> <p><b>Procedures Handbook</b> No further progress.</p> <p><b>Risk Assessment</b></p> <ul style="list-style-type: none"> <li>The risk assessments are available on google documents. Annette will collate the club policies into another google documents folder.</li> </ul>	<p>ES</p> <p>SE</p> <p>AN</p>
4. Officers Reports	<p><b>MEMBERSHIP</b> There are senior 218 members, 60 juniors and 2 associate members.</p> <p><b>London Marathon Draw</b></p>	

	<p>The club has been allocated one place for the London Marathon, this is based on the number of EA registered members (92 seniors). The club nomination must be received before 20<sup>th</sup> December. An additional club run will be organized for 15<sup>th</sup> December to include the London Marathon draw. Claire to organize with Alan.</p> <p><b>Moore Performance</b> A physiotherapy and sports injury clinic contacted Nicki to promote their service and offer 15% discount to BRJ members. There are other physiotherapy practices that also offer services and discount to BRJ. It was agreed to list all of these in the membership information sent to new members and on the BRJ website</p> <p><b>Request from Sawtry Runners</b> Sawtry runners contacted Nicki to request access to the pool and track sessions. This was agreed, booking and payment through Clubpal.</p> <p><b>Food Bank Run</b> Fareham Running Club has contacted running clubs to co-ordinate a food bank collection during February. This was agreed and Nicki will organize with Lisa.</p> <p><b>MULTISPORT</b> Update from David at the next meeting. Sophie reported there are 12 to 15 swimmers at the pool sessions.</p> <p><b>COACHING</b> <b>Coach Training</b> Paul will circulate information on the Coaching in Running Fitness courses being held locally. Paul Harris is near completion of his coaching course. Sam Ahern has completed BTF level 1 coach and will join the pool swimming coaching team. Paul will discuss with Sam starting cycling sessions in the spring. Tim Phillips has completed cycle coach training. Five people have started assistant coach training to support the Juniors.</p> <p><b>Track</b> The numbers attending track sessions are steady and new members have joined. Paul will plan and cost the sessions for next year, and will pause the sessions in the summer when track is not available. Hill sessions could be offered instead.</p> <p><b>Cross Country Champs</b> BRJ entries are low. Paul will circulate information again requesting entries by end December.</p> <p><b>Juniors</b> Juniors sessions will transfer to St Ives One Leisure sports hall for January/ February, for S&amp;C and running activities.</p>	<p>CA</p> <p>NMcM</p> <p>NMcM/ LS</p> <p>PM</p> <p>PM</p>
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	<p><b>Fundraising Report</b></p> <p>There is £947 in the club charity with a further £15 to be paid. The charity raffle at the Christmas party is a major fund raising event and further prizes and being sought.</p> <p>Gerry and Lisa will plan another fund-raising/social event before the AGM.</p> <p><b>Social Events</b></p> <p>Lisa sent a report summarising social events;</p> <ul style="list-style-type: none"> <li>• Santa Run Sunday 4<sup>th</sup> December, meet 9.00am, Mill Common car park.</li> <li>• Monday club run 19<sup>th</sup> December, Barley Mow for post run drink.</li> <li>• Meet with Nicki to organise food bank run.</li> <li>• Christmas party, meet with Gerry to organise charity collection/ raffle/ prizes.</li> <li>• Barley Mow have tickets for New Year party.</li> <li>• Will plan more social events January -March.</li> </ul> <p><b>Communications</b></p> <p>Sophie said the WhatsApp group for coaches and run leaders enables her to put photos/ updates of sessions on the public facebook page, but she needs more leaders to send photos.</p> <p><b>Welfare</b></p> <p>Emma will meet with Heledd to clarify welfare responsibilities and support Heledd in taking up this role. Emma has looked at options for first aid courses for coaches and leaders. The St John's Ambulance course is very comprehensive and can focus on the specific needs of running clubs, but is £100/ person. The EA coaching courses now include an online first aid module. This is available to coaches and leaders for £15/person. Coaches and leader will be encouraged to do the EA training.</p> <p><b>Kit</b></p> <p>Kit report at next meeting</p> <p><b>Finance</b></p> <p>Ian reported that there is £18,000 in the bank account.</p>	<p>GP/LS</p> <p>LS</p> <p>ES</p> <p>PM/ES</p>
7. BRJ Events	<p><b>Ouse Valley Way Marathon</b></p> <p>Gerry met with Annette and David to discuss the race plan. He has contacted Chip timing solutions to confirm availability for registration and timing for 10<sup>th</sup> September 2023. Gerry will recruit the race team in January.</p>	GP
8. AGM	<p>We will plan the AGM for a Thursday evening in March, using a similar format to this year.</p>	AN/CA

	<p>It was agreed that the senior running championship awards will be presented at the AGM, but the juniors will have a separate event.</p> <p>Gerry offered to do a short presentation of his running story since joining the club and his trip to Kilimanjaro .</p>	
8.AOB	No items	
Date of Next Meeting	<b>7.00 Thursday 9<sup>th</sup> February 2023</b>	