

Burnham Harriers AGM Minutes - 28 February 2023
Held at: Burnham on Sea Motorboat and Sailing Club, 7.45pm



Present: Matt Powell (Chair), Steve Dorrall (Club Secretary), Steve Wilcox (Member Secretary), Alex Hamilton (Captain), Mark Benton (Treasurer), Reg Huxtable, Steve Tucker, Hannah Beech, Lesley Goulding, Hannah Tucker, Becci Green, Marks Toms, Karl Prince, Michele Prince, Tracey Thomas, Tony Gore, Stuart Anderson, Tracey Benton, Graham Thomas, Hazel Thomas, Helen James-McKee, Katrina Bufton, Georgina Hainsby, Adrian Smith, Alfie Lismore-Pope, Jonathan Williams, Tanya Boobyer, Anthony McKee, Julie Lench, Richard Saupe, Ian Waude.

Apologies: Phil Hobbs, Sue Nicholls, Jason Roberts.

- 1. Opening and Welcome:** Delivered by Matt P, welcoming everyone to the meeting.
- 2. Notice Convening the AGM:** Notice published on website and Harriers Facebook prior to meeting.
- 3. Apologies, additions and changes to the agenda:** Apologies noted above. No changes to the agenda. Items raised are noted under Matter Arising or Any other business.
- 4. Minutes of previous AGM:** Minutes agreed as an accurate record of the 2022 meeting.
- 5. Matters Arising:** All club files are now on Spond including risk assessments, for everyone's information.

Alex H has obtained quotes for medals for the 2023 Pawlett Plod. Feedback from the 2022 Plod recommended medals for the 2023 event. AH will make further enquiries and those present happy to approve a medal order **(Action AH)**.

T-shirts for Burnham half marathon: Alex H has obtained a quote of £14 per t-shirt, proposing that entrants pre-order their T-Shirt when entering the race if they wish to. Race sponsors or other supporters of the half marathon could be applied to the t-shirt to help subsidise costs **(Action AH)**.

Coach/LiRF: Adrian S proposed that as the club's membership has increased the club should have more coaches to supplement Reg. Individuals including Adrian S, Alex H and Tony G proposed as coaches - everyone present supported the need for more coaches and the nominees.

- 6. Constitution, additions or changes:** Steve D outlined that no changes have been made to the constitution, available on the Organisation page of the club website. Steve D did advise everyone that the club needs to complete the England Athletics club standards to reflect good club governance and meet legal requirements to ensure everyone's safety and wellbeing. Currently, the club is complete with 3 of the 7 standards are as follows:
 - Constitution.
 - Committee (we currently do not have a welfare officer).
 - Grievance and Disciplinary Procedure.

- General Data Protection Regulation (club does not currently have a privacy notice in place).
- Inclusion and Diversity Policy (club does not currently have a policy in place).
- Club safeguarding code of conduct.
- Health and Safety Policy and risk assessment.

Further detail to the club standards can be found here:

<https://www.englandathletics.org/clubhub/collection/intro-to-club-standards/>. Steve D and Steve W happy to address the 4 outstanding standards (**Action SD/SW**).

0. Election of Officers:

- **Chairperson: Matt P** (proposed - Alex H, seconded - Adrian S)
- **Vice Chair:** Adrian S (proposed - Matt P, seconded - Alex H)
- **Treasurer:** Mark B (proposed - Alex H, seconded - Steve D)
- **Club Secretary:** Steve D (proposed - Matt P, seconded - Alex H)
- **Club Secretary:** Steve W (proposed - Steve D, seconded - Alex H)
- **Social Secretary:** Tony M (proposed - Adrian S, seconded - Matt P)
- **Social Media secretary:** Jonathan W (proposed - Alex H, seconded - Matt P)
- **Captain: Alex H** (proposed - Adrian P, seconded - Matt P)
- **Vice-Captain:** Julie L (proposed - Alex H, seconded - Tracey T)
- **Webmaster:** Role shared by Steve D, Matt P and Katrina B

Race Directors:

Pawlett Plod: Alex H

Burnham half: Becci G

Brent Knoll: Matt P

Requests made that entries for the races are advertised and made available earlier in the year to enable potential runners to plan, enter and train for our races.

0. Club reports 2022/23:

- **Chairperson:** Matt P thanked everyone for making the club friendly, approachable, and supportive at all the club runs, events and races we organise and provide, Individual plaudits to Alex H for the monopoly challenge and Stuart A for the revised club championship. Tuesday club runs continue to grow in popularity with a variation of sessions and a goal remains to find a venue to resume the Thursday night core fitness sessions. King Alfred School and YMCA Highbridge identified as possible venues (Matt P to enquire).
- **Treasurer:** Mark B highlighted the 4 aims from the last AGM - maintain/build on membership numbers; re-introduce our club races; increase charity and fundraising donations and to enjoy running.
All 4 aims were achieved with membership up by 14% (91 members), and an increase in income by 24%.
The account is a charity account which accrues a monthly charge.
Donation to the Lions club (£500) agreed to aid positive publicity and as a thanks for their support at club races and parkrun.
Account shows a healthy balance to help pay for members to become leaders or coaches in running fitness.
- **Secretary:** Steve D celebrated everyone's running achievements at races and club runs which continues to see growing membership and popularity.

England athletics have raised their annual subscriptions from £16 to £17 owing to increased costs for insurance, and to support/organise races.

Two incidents were reported during the year. One was a slip/trip involving a member on a club run, no injuries suffered. The second occurred at the Brent Knoll race when a runner slipped when descending the Knoll, breaking their arm. They received first aid and went to Clevedon hospital. No fault applied, the runner concerned highlighted that her arm was weak having been broken in the past. Members/run leaders can report incidents to Steve D for recording.

Steve D also noted his lack of running, but was happy to continue as secretary, providing many of the required admin duties (DBS verification, emails, race organisation etc).

- **Captain:** Alex H thanked everyone for their support and good to see so many yellow tops at races and club runs. Alex highlighted the club relay race in December which attracted 41 runners.
- **Race Director:**
 - Brent Knoll** - Steve D reported a successful race. Entrants were down when compared to the 2019 event, believed to be because of the Covid disruption. Feedback from runners were all very positive including changes to the route as the Orchard section was deemed to be too dangerous. The above-mentioned incident was also discussed.
 - Burnham half marathon:** Disappointing that the 2022 event was postponed, and every effort will be made for a 2023 race. Details and licence to be organised earlier in 2023 to give entrants time to identify the new race date (moved to 2nd Sunday in October) and train for the event.
 - Pawlett Plod:** 2022 event ran successfully with no major issues. Contact with Kevin Clements to be made so landowners, Pawlett Pavilion and other supporters can be contacted in good time for the 2023 race.
- **Webmaster:** Steve D thanked Matt P and Katrina for their support to maintain the website. Steve D happy to provide technical updates, recognising that platforms including Spond, Instagram and Facebook now provide faster news items. Updates have been made recently where errors or changes have been spotted, and members encouraged to provide feedback to keep the site up to date, including new photos.

9. **Special awards:**

Captains award - Becci Green

Brent Knoll (Sheila Baker 1st local female) - Tracey Thomas; Arthur Gilbert

Memorial 1st local male - Richard Saupe.

10. **General:**

- **Club subscriptions for 2023/24:** Agreed by everyone that annual membership will remain at £20 and social membership at £10.
- **Club championship revised criteria:** Thanks given to Stuart A for reviving the championship. A few changes proposed include the removal of Personal Bests. Consideration will be given to winning races or where members win their respective age category.
- **UK Licence standards/Data Protection:** No updates re licence standards. The club does require a Privacy Notice policy in line with England athletics standards as mentioned under item 6 (**Action - SD**).

11. **Any other business:**

Proposal for names on race tops. Seen as a good idea but there are complications with full names, so initials were suggested. The idea is a suggestion and an option because many runners do not wish to have their names displayed on tops.

Reg H thanked members who have supported parkrun, noting the core group that planned and continue to support the Burnham and Highbridge parkrun since its inception in 2015. A personal thanks was given to Tracey B for managing the volunteer roster each week.

Reg H further encouraged run leaders to coach runners although there were concerns that run leaders weren't immediately qualified. There is also encouragement to further the club so that runners are competing at the front of races as there is an impression that the club remains a social running club. Suggestions made for a Tuesday cross country run once a month as it boosts resistance and endurance.

Suggestions made for an inter-club running league (e.g. with Wells, Weston, Clevedon etc). Further enquiries to be made.

Also encouragement for a Couch-to-5km and Georgina H and Tony G happy to organise. Adverts to be created to boost interest.

Harrier's events can be displayed at Burnham Tourist Information office.

Approach to Central Somerset Physio (CSP) could be made to provide massage etc at our races. Steve D is happy to approach Liz Gardner at CSP. **(Action SD)**.

Facebook: Members reminded that the Harriers have Facebook members and public sites and to make sure that where comments are posted they don't offend others.

All members happy with Alex H's weekly update.

Steve D also suggested first aid/defib training for members which was positively received too.

Everyone present was thanked for their attendance and support and meeting closed at 9.30pm.