

Minutes of HPH Committee Meeting held on 11th August 2019

Present: Phil Fisher (Chair), Naomi Adkins, Lorraine Beavis, Clare Evans, Nicola Forwood, Rebecca Gray, Phil Hammond, Amy Young,

Apologies Zeni Bellwood, Richard Edwards

ACTION

1 Minutes of Previous Meeting

Minutes of previous meeting approved.

2 Membership Update

Summary of current membership as follows:

213 first claim members

15 second claim members

London Marathon website contained no new information about club place allocations so assumed this would remain at two for HPH. The only information on the ballot result was that it would be 'by the end of October'.

3 Finance Update

RG had still not received the cheque book from Daniel Waas.

The bank had acknowledged receipt of our forms, but the changes had not yet been made. This committee was therefore still not authorised to make any payments but DW had agreed to make any payments in the meantime.

There were still some outstanding invoices to be paid for the Summer Mile.

£300 had been received from Run for All.

Agreed to create an invoice log so that payments due and made could be tracked.

RG

4 Club Competitions 2019/20

CE mentioned that the proposed parkrun for October is likely to be delayed. It was therefore agreed to bring everything forward a month.

RG advised that a team had been entered in the fell relay this year, led by Adam Lomas.

Agreed to review the website to make sure all dates were clear.

NA

5 Harrier of the Month

Fewer nominations had been received this month but it was agreed that the awards for July should go to:

- Mike Vargas
- Robyn Johnson

PF to announce the result in the Chairman's blog.

PF

6 Training and sessions/general discussion

Confirmed that safeguarding training, at a cost of £10, was now required each time a coach or leader's licence was renewed. Agreed that, if the person was still actively leading, the club would bear this cost.

PF had requested a list of those holding a current LiRF qualification.

Agreed that leaders should be reminded that pace should be appropriate to the relevant group and groups should be back at the Edge by 8.15.

NA had identified those in the leader group who are members and those not currently leading and agreed to share the spreadsheet with committee members to review. NA would then write to all those who had not led for some time, to establish whether they still had an interest in leading. Agreed website should reflect current leaders.

NA

AY to write to three members who had been leading regularly, asking if they wish to do the LiRF qualification.

AY

PF agreed to contact Kay Jefferies to understand the LiRF vouchers system.

PF

The 'club run' sessions had recently finished. AY agreed to get feedback from all attendees and put together a summary.

AY

The recent strength & speed session, which had been advertised as 'intervals', had been better attended. It may be, therefore, that the sessions just needed to be re-branded. The core team were still to meet and consider the best way forward.

NF

Support to be sought for the Brownlee 5K on 28th August and possible post-race social. AY agreed to organise.

AY

7 Risk Assessments

The Committee were asked to review the Risk Assessments for regular Tuesday and Thursday sessions, which were now included on the website. To be reviewed annually or sooner if something needs to be change urgently.

ALL

A template for specific events had also been posted on the website and any new events should have a risk assessment. AY to check with the organisers of Cleveland Way and Smart Phone Orienteering whether any assessment had been done for those events (although noted that Smart Phone Orienteering was not an HPH-organised event).

AY

8 Country Trail Race

	RG advised that there had been a slight route change to avoid a road crossing. RG to share the risk assessment.	RG
9	Communications and Social Media Weekly roundup now handed over to NA/ZB Auto-form on website updated. Club kit page updated. First aid document to be removed from the website. AY to review and share revised version.	AY
10	Social Committee RG had confirmed to NJ that general social events did not need to be referred to the committee, but that, for example, the Christmas Party, would need committee approval to cover the cost. RG would speak to him about getting the venue for the Christmas party booked. Preferred dates agreed as either 30th November or 14 th December.	RG
11	Relays	
(a)	Leeds Country Way Four teams entered and paid for. Some reserves had dropped out, so more reserves were needed. RG to provide CE with a list of those who had paid.	RG
(b)	Washburn Relays Committee noted its thanks John Blatherwick for organising these relays.	
12	Triathlon Section Update No update received. Noted that previously KJ attended the Tri Committee meetings, providing a link with the Tri section that had now been lost. Agreed to include on the agenda of the next meeting a discussion on how best to maintain the relationship between the two sections of the club.	PF/LB
13	Any Other Business	
13.1	<u>Welfare Officer</u> NF confirmed a role profile had been drafted and would be circulated to committee members for review. Noted that 'coffee club' seemed to be working as an informal event, so no specific organisation was required. NF agreed to review all documents on the website for discussion at the next meeting.	NF
13.2	<u>Physio Sessions</u> ZB was progressing these sessions, which would take place on 24 th September.	NF

13.3 Open Committee Meeting

Agreed that this would take place on 22nd October at 7 pm instead of regular club sessions. The vote on Northern Athletics would be included on the agenda. PF agreed to summarise what is involved for circulation to members ahead of the meeting.

PF

Noted that, if the club did decide to become affiliated, a race captain would need to be appointed.

13.4 London Marathon

Agreed that those members whose application for a good for age place was rejected should also be allowed to enter the club ballot.

14 Date of next meeting

Next meeting confirmed as 15th September.