

HYDE PARK HARRIERS

Minutes of a meeting of the committee (the **Committee**) of Hyde Park Harriers (the **Club**) duly held and convened via teleconference at 6pm on Sunday 18 February 2024.

Present:	Amy Ramsden-Young	(AR-Y – Chair)
	Clare Evans	(CE – Membership Secretary)
	Danny Clayton (from minute 3)	(DC – Committee Member)
	Curtis Ledger	(CL – Committee Member)
	Jonathan Spain	(JS – Committee Member)
	Katherine Kirkham	(KK – Club Treasurer)
	Laura Garratt	(LG – Committee Member)
	Richard Garratt	(RG – Committee Member)
	Toby Adkins	(TA – Club Secretary)
	Xeni Perry	(XP – Committee Member)
Apologies:	Curtis Ledger	(CL – Committee Member)
	Grace Roberts	(GR – Committee Member)

1 Notice and Quorum

It was noted that the meeting had been duly convened and that a quorum was present for the purposes of the Club's constitution.

2 Previous Meeting Minutes

The minutes of the meeting of the Committee on 21 January 2024 were approved as circulated and will be uploaded to the Club's website.

3 Membership Update

CE reported that the Club currently had 283 members, which is approximately in line with the membership numbers at this time of year over the last few years.

4 Finance Update

KK reported that:

- 4.1 the reports for the current financial year would be prepared soon and were unlikely to contain any unusual issues;
- 4.2 as previously noted, the Summer Mile resulted in a net loss in 2023 as a consequence of the costs incurred (which effectively cover multiple years of the event, but will trigger a loss in the particular year in which they occur);
- 4.3 the Club's awards are a significant expense, although this year the awards should be cheaper as the Club has already paid for the design work and it is intended that the awards themselves will be of a smaller size;
- 4.4 the Club has received payment in respect of the volunteers it has provided to local events;
- 4.5 the Club's payment in respect of its PECO hosting will be split evenly each year (as opposed to varying payments dependent on whether the Club is the senior or junior organiser), which will make budgeting easier;
- 4.6 the Club's bank mandates are being updated as previously minuted – documents have been sent to the new signatories via email to be executed; and
- 4.7 KK will prepare the relevant documents to be appended to the Annual General Meeting (**AGM**) communications.

5 Social Events

- 5.1 GR will update the Committee regarding the proposed board games social event at the next meeting – she is investigating coffee shops as potential venues to be inclusive for all.
- 5.2 The Committee discussed the venue for the Club's monthly post-run socials and decided that Northern Market remains the best option, pending the opening of the new Kirkstall pub nearby.
- 5.3 A post-PECO social has been arranged for Sunday 25 February at Springwell.
- 5.4 It was noted that each of the following social events had been well-attended and enjoyed and thanks for expressed for the organisers:
 - 5.4.1 the headtorch run and kit-swap evening on 31 January;
 - 5.4.2 the PECO recce on 18 February; and
 - 5.4.3 the long canal run (followed by pizza) on 18 February.

6 Club Awards Evening

- 6.1 It was noted that the social committee had confirmed the booking of Springwell for the Club's Awards Evening – there was no cost and no minimum spend. The Committee expressed its thanks to the relevant social committee member (**PS**) for his work on this.

- 6.2 The event will not be ticketed and food will be purchased by attendees at their own discretion, as this makes the event easier to organise. It is important that attendees understand what time the awards presentation itself will commence, so that they can arrive in good time. It was agreed that the presentation will begin at 7.30pm.
- 6.3 The Committee will arrange the collection of the shields which need to be engraved and co-ordinate the engraving process. CE noted that it would be sensible to check which shields are close to capacity for future engravings, so that the purchase of new shields can be planned and budgeted for.
- 6.4 The Committee discussed the discretionary awards and potential recipients.
- 6.5 TA noted that he would progress with the Alternative Awards with RG and DC.

7 Annual General Meeting

- 7.1 AR-Y noted that she had confirmed the New Headingley Club as the venue for the Club's AGM starting from 7pm and that the Club would be allowed to order in pizza for attendees.
- 7.2 AR-Y and TA have reviewed the relevant communications and will continue to refine in readiness for sending out at the appropriate times.
- 7.3 The Committee will allocate presentations and roles at the AGM at the next meeting.

8 Volunteering

As CL was absent, the only volunteering note was in respect of a potential Hyde Park Harrier volunteering takeover at Woodhouse Moor parkrun which could also coincide with a promotion of the Summer Mile. TA will discuss with the Woodhouse Moor parkrun core team.

9 Club Competitions/Championships

- 9.1 It was noted that the 2024/2025 races had now been added to the round-up email templates and website.
- 9.2 LG has prepared tables for all the championships moving forward.

10 Relays

- 10.1 The Committee noted that the relevant members who had offered to organise the Calderdale Way Relay were doing an excellent job.
- 10.2 The Club had received an invitation to take part in the Bradford Millennium Way Relay but it was decided that, for the time being, the Calderdale Way and Leeds Country Way races were sufficient.
- 10.3 The PECO relays will take place in March – a post will be added to the Club's Facebook page to co-ordinate the relay teams, either by the Committee or the team captains.

11 Club Standards

TA reported that he had reviewed the Club's constitution and made some amendments – these were available for review on the Committee's shared drive. TA proposed to share a comparison

between the new and old versions of the constitution as part of the AGM communications and then discuss the major changes during the AGM itself.

12 Sessions

12.1 The Committee has discussed and considered the issues relating to the use of Spond and limitations on group sizes, in light of feedback and comments from Club members. The following points have been acknowledged and, where relevant, agreed:

12.1.1 It is unfortunate (although an indicator of the Club's success) that, at present, the Club's Tuesday night sessions are often over-subscribed, which means that some people are unable to attend. It is noted that the Club's sessions are usually busiest early in the new year and the issue may become less prevalent as the year progresses.

12.1.2 The Club sets an upper limit of 20 for most of its sessions – England Athletics recommend group sizes of 10 to 15, but the limit is higher on the assumption that there will usually be last-minute drop-outs.

12.1.3 It is noted that the timing of releasing events on Spond (7pm on the Sunday of the preceding week) and the events of themselves will not be ideal for all members, but represent a reasonable compromise that appears to work for the majority of participants and avoids unreasonable administrative burdens for the Committee. Such timing will be reviewed as appropriate to ensure it continues to work for a majority in the future.

12.1.4 It has been queried whether priority could be given to the Club's members over non-members in opening spaces on the Spond sessions. Having discussed this, it is felt that this would not be in keeping with the Club's desire to be inclusive and open to the wider community. The Club has not historically required participants to be members to take part in our regular sessions. Although the proposed "priority system" would not directly implement such a requirement, it would effectively draw a distinction that is highly likely to be off-putting for non-members and new participants. A significant proportion of the Club's participants are not members for various reasons (including financial reasons for not paying to be a member, not living permanently in the city, being members of other clubs, etc) but many contribute significantly to the club regardless – in fact, some of the Club's group leaders are not members themselves. In addition, the Club's arrangement with the Edge Sports Centre requires that the Club ensure its runs are open to all – a "priority system" may infringe this requirement.

12.1.5 Feedback from members indicates that a substantial number are not in favour of members being entitled to access to sessions in priority to non-members and are instead happy for all potential participants (whether members or not) to have an equal opportunity to join a session via the Spond process. In any event, members will often have a practical advantage in that they are more likely to be aware of the Club's processes (e.g. how events work, when they go live on Spond and which groups are likely to be busiest).

12.1.6 It is noted that, in practice, any participant who adds their name to a waiting list on a Sunday evening is highly likely to get a place by Tuesday evening due to drop-outs.

12.1.7 As a separate issue, even if prioritising members for the purpose of sessions was desirable, the administrative burden of operating and policing a "priority system" within

Spond would be disproportionate to the outcome.

- 12.1.8 The ideal resolution of the issue is for more participants to be prepared to lead – if a given group has multiple participants who are happy to lead contingency groups then an oversubscribed group can be split and all potential participants can then be accommodated. The Committee will continue to recruit group leaders to enable this.
- 12.1.9 In practical terms, the issue is usually resolved between members themselves. The Committee trusts its members and participants to act sensibly and responsibly and to communicate between themselves in a respectful way.
- 12.2 It is noted that there is separate but connected on-going issue with some participants signing up for multiple events and groups, which results in events becoming “artificially” oversubscribed. The Committee has reminded participants of the need to avoid doing this (and will continue to do so) but it is felt that it is inappropriate to police this too harshly – whilst “repeat offenders” should be addressed if they are identified, in most circumstances, the issue arises from individuals not understanding the process or making innocent mistakes.
- 12.3 The Committee will continue to review the relevance of Spond and the procedures around its use at regular intervals. Should any new functionality become available this will be reviewed and considered with both participants and volunteers in mind. As a general comment, it is noted that Spond serves a useful purpose in allowing the Club and its leaders to proactively identify and plan for popular, large groups (as well as providing ICE information, etc) and such advantages currently outweigh the downsides and/or the alternative of not using Spond at all.
- 12.4 The Committee noted that the Club was frequently reaching its maximum number of Spond users, necessitating frequent clear-outs of members who have not attended recently. It was reiterated that removal from the Spond group was not a personal matter and removed members were always welcome to rejoin when they intended to attend.
- 12.5 RG reported that the Kirkstall Hills session on 15 February had been extremely popular and the Committee discussed the appropriate course of action – it was agreed that 40 people was the very maximum that a session of public roads should accommodate. A potential solution would be to split the group and start the session at opposite ends of Kirkstall Road.
- 12.6 XP noted that she had compiled Group 1 and 2 routes which could be shared with leaders and that she would discuss with GR.
- 12.7 It was noted that the group leader evening was scheduled for Tuesday 05 March, which will replace that month’s post-run social. TA will liaise with GR in respect of the agenda and format.
- 12.8 It was decided that the Club’s track sessions would commence from 7pm, to match the other evening sessions. In practice, this would unlikely be a problem for the track staff.

13 Welfare

In CL’s absence, it was noted that there were no known welfare issues.

14 Any Other Business

- 14.1 TA noted that the Club’s Facebook pinned posts continued to be affected by a known Facebook group which has removed the functioning hyperlinks – TA will continue to review and update in due course.

- 14.2 TA reported that he had received an email from the Yorkshire County Athletics Association with an invite to its Annual General Meeting – no member of the Committee was available to attend the meeting and TA would reply accordingly.
- 14.3 TA noted that a member (**NA**) had flagged an issue which would affect the Club's email communications relating to the DMARC requirements which had recently come into effect. NA briefly joined the meeting to explain that, without the DMARC requirements being met, the Club's email communications would risk being flagged as spam. NA noted that similar issues had been dealt with by tech-savvy members in the past and AR-Y offered to ask those members to assist – if they are unable to, NA can recommend someone she has used for her own business email.
- 14.4 TA passed on GR's note that she is in the process of writing an FAQ blog on the veterans' league with input from a proactive veteran member (**JN**).
- 14.5 TA noted that there had been some reports of members being uncomfortable being videoed at sessions. The Committee discussed this and it was agreed that it was for individual members to agree with each other regarding such practices, but anyone filming a session must make it clear to the other members of the group and give them an opportunity to be excluded.
- 14.6 CE noted that the Club's noticeboard at the Edge was out-of-date in respect of the group sessions – she will review and liaise with the Committee to update it.

15 Future Meetings

TA proposed that the next meeting of the Committee be held remotely at 6pm on Sunday 24 March 2024, which will be confirmed in due course.

16 Close of Meeting

- 16.1 There being no further business, the meeting was closed.
- 16.2 TA will circulate a draft of the minutes and action points as soon as practicable following the meeting.