

HYDE PARK HARRIERS

Minutes of a meeting of the committee (the **Committee**) of Hyde Park Harriers (the **Club**) duly held and convened by teleconference on Sunday 21st July 2024 at 6pm.

Present:	Tobias Adkins	(TA – Chair)
	Katherine Kirkham	(KK – Club Treasurer)
	Curtis Ledger	(CL – Committee Member)
	Ed Shakespeare	(ES – Committee Member)
	Grace Roberts	(GR – Club Secretary)
	Honor Baldry	(HB – Coaching and Development Lead)
	Bethany Chambers	(BC – Committee Member)
	Sam Hadfield	(SH – Social Media and Communications Lead)
	Richard Garratt	(RG – Committee Member)
	Ellie Williams	(EW – Committee Member)
Apologies:	Clare Evans	(CE – Membership Secretary)
	Sharon Nahal	(SN - 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 Minutes

The minutes of the meeting of the Committee on 9th June 2024 were approved as circulated and will be uploaded to the Club's website.

3 Membership Update – Clare Evans

CE indicated via email to the committee that (i) the Club currently has 233 first claim members, (ii) Club kit – vests are now well stocked (BC checked the latest T-shirt order with Jaz Bangerh, who reported that an order for t-shirts was placed on 23rd June 2024 with an

estimated delivery of 3-4 weeks), and (iii) there have been no updates regarding London marathon club places - currently working with the assumption that the Club will receive 2 places. TA reported there are currently ~30 entries to our club ballot, and suggested drawing the winners at the monthly social in Oct.

4 Finance Update – Katherine Kirkham

KK reported the income from the Summer Mile is just over £4,000 from RaceBest, however not all expenditure has left the account yet so final figures are not yet available. KK estimated an expected profit of ~£1,000 once all expenditure accounted for.

KK reported that membership money continues to come into the account, with payments to EA being done swiftly. KK reports that the bank balance is reasonable. Other notable outgoing include a club kit order.

TA highlighted that EA has opened applications to its 'club improvement fund' **Action point – all committee to suggest ideas with what to apply for this for.** TA suggested using the money for LiRF courses and/or replacing barriers for the Summer Mile. GR suggested a new storage locker. EW suggested a re-usable banner to promote the club. SH suggested paying for improved communication accounts.

KK reported that the fixed term Google account payment plan will be paid for, which will result in a saving of c.£80 per year, but will be paid annually, rather than monthly.

It was noted that since the cancellation of the old IONOS script for the website, the invoiced cost has reflected the cancellation, so this matter is now resolved.

It was suggested that leaders of track sessions should have their entry cost covered by the club. All were in agreement on this point. KK has now included this on the Club's budget. **Action Point -TA to announce in the leaders' FB group that leaders need to email the Club with their bank details to be reimbursed.**

Funding for LiRF and CiRF courses. KK reported that Ciaran Tracey has been approved to book for a LiRF course and the Club will reimburse the cost.

HB is currently working with EA to work out which voucher codes can be used for Cat McGuire's CiRF course. It was decided that, in future due to the confusing nature of EA vouchers, it would be best if individuals pay for their own courses and the club reimburse. However, the Committee needs to be aware that some members can't afford to pay upfront – especially for CiRF which is more expensive. Going forward, the Committee will determine and implement a 'formal' process of people applying to LiRF/CiRFs etc. GR reported that not all LiRF qualified members were aware that the Club will reimburse the 3-yearly DBS charge to maintain the LiRF, if members are still active volunteers in the club. **Action point – TA to post in the leaders' FB group to make LiRF-members aware of this.**

5 Social Events

TA reported that the social to watch T20 cricket on Friday 19th July was enjoyed by many. TA will continue to do future varied sporting events as socials in future.

First Tuesday of the month socials fluctuate in attendance. **Action point - all to promote – on steps, roundup, & post on Facebook page the day before.**

Other upcoming socials include after TA's canal event, and potentially post-LCW social.

SH is to create space on the website for upcoming socials – having them all in one place will make it easier for the Committee to share and communicate. GR will keep the Google calendar updated (which links to the website). EW to potentially do athletics competition social.

6 Volunteering – Curtis Ledger

CL reported that volunteering at the Summer Mile went well. The Committee noted its thanks all who volunteered in any capacity for the event.

Vale of York Half and 10K volunteer recruitment is currently in progress. In the past, CL reported it can be a struggle to get enough volunteers so has started recruiting early. KK reported that now the Club is paid per volunteer, it is much easier to sort financially (previous system required the Club to provide a set amount of volunteers). In addition to the bonus to the club, each volunteer gets a £25 RaceBest voucher. CL noted that it is important for individual volunteers to register via the RaceBest website for contact details, emergency contact etc

CL noted that recruitment for PECO volunteers will be the primary focus after Vale of York is finished.

7 Summer Mile

It was noted that as Jonathan Spain (JS) is no longer on the Committee, there is one fewer Committee member on the Summer Mile race planning committee. CL is currently on the Summer Mile race planning committee and will add KK into the group for improved communications re: finance. It was noted that it would be good to develop a specific summer mile budget.

A general discussion was had regarding summer mile debrief & lessons learned – there will be a future discussion about sustainability – particularly medals. **Action point - CL to put post in Committee FB page for the Committee to feedback to the Summer Mile planning group.**

8 Events

Track Day – currently being organised by GR, HB and ES. GR reported that we had confirmation of the booking for Sun 11th August but no further communication regarding payment - GR to chase this. GR will also put out a sign-up sheet shortly to members.

10k Canal Canter – TA organising for Fri 23rd August, currently looking for volunteers. BC to offer assistance, GR noted the use of the HPH race numbers could be useful to identify runners.

9 Club Competitions/Championships

CE reported (via email) that the league tables are up-to-date for the road and off-road championships. The fell championships are not up to date as Beamsley Beacon and Ingleborough have not published online results. ES reported that photos of paper results were available and would update the tables. CE is updating parkrun periodically, **action point – CL to check whether CE needs assistance.** There have been issues reported at some locations with last minute parkrun cancellations, but situations will be dealt with individually due to individual circumstances. This will be mitigated in the new format that will be implemented in 2025/26.

It was reported that the Summer Mile was well attended by HPH, though other races have had

low attendance from HPH. It was suggested that the championships were not perceived as the most popular by members, though ES reported fell championships have encouraged increased attendance at fell races. TA suggested a survey regarding championships. EW suggested issues with the cost of championships for access. Suggestion of future races to be cheaper or more available on public transport. Additionally, there were reports of the championships being unclear on how they work, especially for new members – **action point – the Committee to promote and explain how championships work going into the next season.**

A discussion over a 'Hall of Fame' instead of physical shields will be had at the next Committee meeting. **Action point – GR to put on next agenda.**

10 Relays

Leeds Country Way – TA reported that everything is in progress, with two teams entered plus reserves. Jonathan Carpenter and Laura Garratt are coordinating, TA assisting if needed. The Committee wish to thank Jonathan and Laura for their efforts.

Golden acre attended by 3 teams – reduced from previous years but all had fun, and the team of Adam Lomas, Michael Vargas and George Anderson came 2nd overall.

TA highlighted that Leeds Dock Relay are on Aug 16th – **Action Point – the Committee to promote the event.**

11 Club Standards

GR reported the new code of conducts that EA are implementing from next year. GR, TA and CE attended an 'EA club clinic:' there was some confusion over terms of 'volunteer' and 'coach' – EA advised that anyone with a qualification (LiRF and upwards) classes as a 'coach.' Anyone without a qualification but volunteers with the club is a 'volunteer.' GR and TA reported that they anticipate challenges getting members to sign up to all relevant codes of conduct – all members will have to agree to the adult code of conduct, volunteers, coaches and committee members all have to sign up to each relevant one also – several members will have to agree to multiple codes of conduct. TA has made changes to membership form so that any members agree to all relevant codes of conduct and it is clear where members need to go to do this in the EA portal. GR to write document to make clear who needs to sign up to what code of conduct and how to do this.

EA Volunteer award nominations – GR reported that 3 nominations were submitted by the Club – Club of the year, Steve Prust, Amy R-Y. Nominations were confirmed via email but no further news of these from EA.

There are multiple Club policies that need reviewing soon (Aug 24). GR and TA to meet and discuss these separately and report back to the Committee.

12 Sessions

HB reported coaching updates – the new format of Thursday sessions are alternate weeks at Woodhouse Moor with a focus on strength and speed with Curtis Broadhead, and Track sessions with a focus on form and speed by HB, with both structured to ramp up to 5k track day. Feedback has been generally good, attendance appeared to drop off over summer. TA suggested boosting Thurs sessions via posts on FB, perhaps selling it as a 'fitness' session to widen the appeal.

In general, numbers are down on sessions. TA suggested multiple factors – bad weather, limited leader availability and people on holidays. Spondmin advised to not be adverse to cancel sessions if no leaders by Tuesday morning – this approach may actually increase leadership by encouraging those signed up to the groups to step up to lead. **Action point - TA to push leading ANY group** – by leading a group significantly lower than your regular group, it opens connections between different people.

LiRF and CiRF applications -in progress as noted above. **Action point - HB and KK to discuss potential yearly allocation of fund for LiRF/CiRF courses and HB to formalise the application process.**

Regular leaders' evenings. **Action point - GR and HB to arrange next meeting** – possible speed-dating event with existing leaders available to chat to new/interested leaders. GR suggested combining with London marathon ballot event to boost attendance. **Action point – GR to survey people for questions for leading and generate an FAQs to address regular questions.**

Groups 0 & 0.5 – Not currently putting 0.5 on Spond due to excess admin and little take up. Group 0 now on Spond – suggested that Group 0 should be used to organise walkers as well as socials, but to be conscious that not all who want to join in will be able to walk (injured, new babies etc.). It does make clear on Spond description for G0 that people can arrange whatever attendees want from the group. BC suggested to re-advertise G0 on Facebook page – **Action point - ES to do this week.** Situation will be monitored going forward.

13 Communications

SH provided a comms survey update – this will cover lots of areas: website, FB group, Spond, email etc. the aim is to ask people which formats they use to obtain information they need. This will be sent out for members once the Committee has had a final check and feedback (**action point for all – look at draft survey and feedback to SH**). The survey will be plugged multiple times in FB group and multiple round-up emails to allow good response and account for summer holidays. SH will have some preliminary findings by the next Committee meeting. **Action point - SH to add another section to MailChimp for next few weeks, will put on KeepNotes for mention on the steps also.**

The Committee wishes to thank Adam Lomas for his work on the Club's website – sorting the urgent update that was required.

14 Welfare - Curtis Ledger

CL reported that CE now has access to the welfare email inbox.

CL reported no welfare issues have occurred.

ES raised Welfare working with Run and Talk – CL stated that this has occasionally happened in the past for knowledge sharing but no individual referrals or sharing of reported welfare issues have been done (as explicit consent would be required from those involved).

15 Tri Club Update

HB reported that Cooper tests for Tri club have now been arranged at the 8th August track session.

16 Any Other Business – All

Surveys - TA suggested the next survey should focus on club championships or sessions in general. Committee discussed and decided that it would be best to go for championships next so that any feedback and changes can be made in good time for 2025/26 season. **Action point - TA to draft.**

Committee profile photos – **action point - EW to send profile picture across for the website.**

University research study requests – Leeds Beckett have chatted to TA about recruitment of students potential for a central place for runners to be in a group for training – we might sell the group when it first opens, but limit the effort/work for the Committee. Committee policy to respond to emails to permit people to post once in the club Facebook page themselves, but we won't email out or copy/paste messages to the group. Can also suggest to study recruiters to do a steps announcement also.

Facebook group - CL reported that many requests to join the group have technically answered questions, but they are definitely bots/spam accounts. All to be aware and err on the side of caution.

Fell trip and relays - ES reminded all that there is the club Fell trip this weekend and British fell relays approaching. Adam Lomas has begun recruiting for relays, and created chat for those interested. A men's team has been formed, application is going in. Women's team currently looking for another 3 people.

Christmas party - ES suggested it may be prudent to start looking into Christmas party venue hire. **Action point - TA to email Springwell, will talk via Committee page to organise.**

17 Future Meetings

Action point - GR to survey committee for late August / early September dates and put PECO on next agenda.