

HYDE PARK HARRIERS

COMMITTEE MEETING AGENDA

SUNDAY 29 MARCH AT 6PM

Online

1 Attendance:

Present:

| | | |
|---|-----------|--------------------------------------|
| Toby Adkins | TA | Chair |
| Grace Roberts | GR | Club Secretary |
| Ed Shakespeare | ES | Committee member |
| Ellie Williams | EW | Committee member |
| Will Dow | WD | Committee member |
| Sam Hadfield | SH | Social Media and Communications Lead |
| Clare Evans | CE | Membership Secretary |
| Bethany Chambers (From point 4 onwards) | BC | Committee member |

Apologies:

| | | |
|-------------------------------------|-----------|-------------------------------|
| Honor Baldry | HB | Coaching and Development Lead |
| Euan Douglas | ED | Club Treasurer |
| Richard Garratt | RG | Committee member |
| Lucy Bonnett (From point 4 onwards) | LB | Committee member |

TA confirmed to the committee that Sharon Nahal is no longer a committee member due to not attending the minimum number of meetings in a year that is expected of the role as set out by the club constitution (this being the fourth meeting in a row she had not attended).

2 Previous Minutes

- 2.1 Minutes from 01 March 2026 were signed off by all in attendance. **Action point: GR to upload to website.**

3 AGM

- 3.1 TA reminded all that the documents needed for the end of April email to members include: AGM agenda, committee applications, club balance sheet and income and expenditure, 2024 AGM minutes and constitution.

3.1.1 TA updated on constitution updates: main change is defining the 'president' role in writing, and some minor re-wordings for clarity.

- 3.2 AGM slides:

3.2.1 TA reporting drafting AGM slides in the club Google drive, ED, CE and GR to add in their sections:

- a) **Action points for: TA (chair's report), ED (finance), CE (membership) and GR**

(club standards)

- 3.3 Pizza order – BC volunteered to arrange in previous meeting
- 3.4 Committee duties to handover – TA requested everyone who is stepping down to write down what roles they do at present that is additional to their committee role (e.g. Spond, round-up, etc.) to ensure preparations for incoming committee. **Action point for all.**

4 Finance

- 4.1 ED sent apologies for not being able to attend, but provided a written update:
 - 4.1.1 Bank account mandate changes – no changes reported
 - 4.1.2 PECO funds – ED (in absence) confirmed £1200 has been received from PECO, with £600 to go out to co-host.
 - 4.1.3 Sponsorship from Coffee on the Crescent was received for summer mile (£300)
 - 4.1.4 Other significant income includes membership payments.

5 Club Competitions/Championships

- 5.1 Announcing winners: TA suggested announcing winners / promoting winners at the awards evening.
 - 5.1.1 It was suggested to move awards to Summer in future years to take pressure off the committee around AGM time.
 - 5.1.2 **Action point:** TA to arrange discretionary awards – will liaise with relevant parties for each award.
 - 5.1.3 **Action point:** TA to go through nominations for HoTM over the past year to see if any contenders for 'Ain't No Barriers' award – to be shared and discussed with the wider committee.
- 5.2 New championship season to promote this week:
 - 5.2.1 It was noted that the parkrun champs in particular needs communication and will be announced in roundup tomorrow, in WhatsApp roundup and on the steps on Tuesday.
Action point: TA to ensure communication.
- 5.3 Updating tables on website:
 - 5.3.1 **Action point: GR to link new championship spreadsheets to the website.**

6 Membership

- 6.1 New Membership year – CE reported:
 - 6.1.1 160 members signed up currently (220 last year by end of March), with 9 new members.
 - 6.1.2 Some members have signed up but not paid and one person has paid twice – CE to

arrange chasing/reimbursing.

6.1.3 CE also noted that 190 was now the threshold for 2 London Marathon places (though these are allocated in October).

6.1.4 A discussion was had about a drop in numbers. Main points raised:

- a) GR raised that this may not be a bad thing, and may lead to a stronger sense of belonging within the club.
- b) EW raised that attracting people to clubs is competitive in Leeds at present - we could emphasise our Thursday interval sessions to make us stand out.
- c) TA noted that our internal communications are currently very good, but could we better communicate our benefits outside the club?
- d) CE reported these numbers were similar to pre-pandemic years.

7 Communications

7.1 SH raised that most of his time on committee has been focused on internal club comms and that the incoming communications officer could look into outside communication:

7.1.1 Suggested having multiple committee members responsible for social media – have a formal rota similar to how Spond and roundup email are currently arranged.

7.1.2 SH suggested investing in equipment to improve the quality of our communications.

7.1.3 TA suggested doing a 'People of Leeds'- like takeover of the club Instagram account:

- a) TA suggested a different member posting each week showing a range of perspectives from the club.
- b) ES raised that though this would get a good spread of views, it may decrease the quality of the posts.
- c) GR suggested a secondary account to share with members, and keep the 'official' account separate
- d) TA suggested using collaborative posts so that this could be done via the main account but posts are 'accepted' by the club account allowing a level of control over what is posted.

7.2 SH noted that he has shared assets re: membership in the comms folders on the drive in order to share on social media.

8 HPH 20th Anniversary

8.1 Celebration evening:

8.1.1 Formal invites to be sent out in the next few weeks, with priority given to members before sending out to all.

- a) ES suggested using this to boost membership.

- b) TA to let CE know when this will be communicated so that CE can update membership accordingly.

8.1.2 TA and ED discussed finances and agreed on a 3-course meal at £45pp with a pay-as-you-feel approach, with suggested contribution of £40.

- a) ES noted to ensure 'pay as you feel' is worded appropriately so that those who can afford £40 pays less.

8.2 Anniversary playlist:

8.2.1 GR reported the current version of the playlist (alongside blog) will be shared in the next week.

9 Sessions and Coaching

9.1 LiRF and CiRF applications progress:

9.1.1 TA reported in HB's absence that the application process for LiRF/CiRF has been posted to the club this week.

9.2 Spond invite issues:

9.2.1 TA raised that not all group invites are going out

9.2.2 GR reported some going out early, EW reported not getting notifications at all (despite getting other club notifications through Spond)

9.2.3 A discussion was had around how Spond is being used – EW noted there appears to be a lot of last-minute sign ups on Tuesday evenings, whereas in previous years, there was a race to sign up to groups as soon as they were released.

9.2.4 At 7pm during the meeting – all in attendance reported not getting notifications for Spond (though notifications did later come through at 19:14). A discussion was had how to address this issue:

- a) It may contribute to issues with low or late sign ups
- b) TA suggested re-making the groups, GR suggested recreating one group and seeing if it changes. ES suggested reviewing the group descriptions when re-making to ensure all is up to date.
- c) WD suggested whoever is on the Spondmin rota should also post in the WhatsApp group at 7pm to remind people that sign-ups are available.

10 Summer Mile

10.1 TA reported that he and ED are involved in the SM committee and all seems to be in progress.

10.2 Volunteers to be advertised nearer to the time.

10.3 Sign ups are currently going well – with the biggest number of sign ups in the first weekend.

11 Club Standards

- 11.1 GR reported the club is 7/7 on the club portal and all is in line for re-affiliation with England Athletics.
- 11.2 GR reported currently working through the list of coaches & leaders for the club on the EA portal, cross-referencing with the membership list to ensure up to date. It was noted that this doesn't appear to be affecting our club standard score, however.

12 Social Events

- 12.1 Several socials are coming up, but all in progress – e.g. cricket trip, 20th Anniversary events.

13 Welfare

- 13.1 CE stated nothing new in the welfare inbox
- 13.2 Lessons learnt log of welfare matters:
 - 13.2.1 CE reported that the lessons learnt welfare log has been made, with some input from previous experiences from CE inputted.
 - 13.2.2 CE suggested having a meeting with all welfare officers to touch base with the new log and ensure all aspects have been captured.
 - 13.2.3 TA requested that if any themes emerge from the log, to bring to committee meetings to discuss potential policy changes.

14 Volunteering

- 14.1 Leeds Marathon – TA reported an email in the inbox from RunForAll requesting volunteers, and suggested we promote it to the club but encourage sign ups as individuals rather than as a group, and to have an 'unofficial' cheering area for the club with a social afterwards. All in agreement.

15 Sustainability

- 15.1 GR raised noticing that car sharing seems to have been in decline
 - 15.1.1 TA suggested continuing to promote car sharing through all channels
 - 15.1.2 ES noted that the format of WhatsApp may have contributed to this and suggested promoting car sharing in posts advertising club champs races.
 - 15.1.3 SH suggested having car-sharing arranged by replying to post in announcements chats. It was noted that this would generate a lot of notifications. It was suggested to trial this for one race and see how it goes. SH suggested flagging that we are trialling posting about car sharing as a move to support sustainability as a club.

16 Any Other Business

- 16.1 TA noted this is the final meeting of the current committee and noted a big thank you to everyone on the current committee for their work over the past year.

17 Future Meetings

17.1 The next meeting will be the AGM, meetings after that to be arranged by the incoming club secretary.