

**Club General Meeting: Tuesday 17th January 2023**

**Scheduled Time: 19:15 to 21:00**

**Venue**: Tesco, Westwood Cross, “Community Room”

**MINUTES OF MEETING**

* **Chairman’s Welcome and Introductory Comments:** The Chairman welcomed all present noting some new faces amongst the attendees as well as Club stalwarts. He referred to the new location for this meeting and requested feedback upon its suitability for TRAC gatherings in the future.
* **Record of Attendees and Apologies:** The Club Secretary confirmed a form to record attendees was being circulated and advised apologies received[[1]](#footnote-2).
* **Approval of Minutes of Previous Meeting:** Minutes as circulated to all in attendance at last Club meeting and also posted on the website approved the Welfare Officer and Ladies Captain respectively.
* **Treasure’s Report:** The Treasurer is migrating the Club accounts onto “Freshbooks” accounting software and is using this as an opportunity to collate and improve them such that they are more straightforward to maintain, analyse and enhance transparency and auditability. This is work in progress but, from this, it is clear that the Club’s financial reserves are in decline to the point where it currently holds £19k[[2]](#footnote-3) compared to a peak of £36k in 2017. Whilst this is not something to be alarmed about (and, indeed, there has been an element of deliberately managed capital reduction via subsidised Club events, Run Leader training to provide more Run Leaders and the impact of the pandemic when race and subscription income reduced or ceased etc) the Club must be very rigorous in it’s business planning going forward. In particular business plans for Club directed races require close scrutiny to ensure they only proceed if there is a strong expectation they will not make a loss and, indeed, are expected to generate a small surplus (for ploughing back into other Club activities as well as Charitable donations). Connected with this, the Treasurer will also explore how our accounts might look in the future if TRAC did not put on races, how the Club’s operating expenses could be met and how necessary the activities those operating expenses support actually are.

It is important to note that the latest indicators show that our accounts are stabilising. Furthermore, the level of money in reserve fluctuates through the year as money is taken out to support races - or events, training etc - but may receive an injection as those races and events later bear fruit; in other words, there can be a lag and it is probably only by the end of March that the most accurate picture will emerge.

Questions were invited and, via an enquiry as to whether our accounts are audited, the Treasurer clarified that this is not a requirement for organisations such as ours. As was mentioned, the move to “Freshbooks” will enhance visibility of our numbers and provide an opportunity to ensure they are fully consolidated and updated following handover from the previous Treasurer in the latter part of 2022.

* **Welfare/Safeguarding Officer Update:** Both officers attended a Child Safeguarding course and plan to attend a Vulnerable Adult course in the near future. The Welfare and Safeguarding officers emphasised how all Club members can help in the important work they do by immediately flagging up to them any areas of concern that might arise. There is a Safeguarding e-mail account (see website) and any issues or potential issues may be communicated anonymously.

A point was made that the RunTogether app that the Club uses to manage attendance at its training runs does not contain a compulsory age recording field. This may lead to a compliance gap whereby an under 18 year old could sign up for, and attend, senior training and the Run Leader would potentially be completely unaware he or she has, effectively, an unauthorised, unsupported, Junior running with the adults. The Officers are aware of this and are exploring how best to address this anomaly. The Run Together app is promoted and endorsed by England Athletics and this matter needs to be flagged up to them.

In the meantime there are some things the Club can do or explore. For example, engage the Membership Secretary to scrutinise attendees via the App and check names against ages according to Club records. Furthermore, there may be scope to include an age stipulation within each training run’s wording on the app ie it is already stated on the app “members only” and this could be amended to “Club members only and must be over 18 years of age”. Similarly it was suggested that a stipulation of age range for Club runs (eg simply “18 upwards”) is added to the relevant page(s) of the Club Website.  **Action**: Welfare/Safeguarding Officers with Communications Officer.

It is recognised there may be some slight nuances, for example, occasionally a 17 year old attends Hills Training but accompanied by an adult relative and this might be allowed but, generally, all present recognise that the Club has identified a gap, communicated it and is in discussion to establish to effect closure.

* **Junior and Seniors Captain’s Update and Plans:** Junior numbers are a little disappointing but hopefully will improve following the recent promotional effort and Spring approaching.

The x-country season is almost at an end with outstanding performances by all that took part. This weekend sees the Kent Schools event taking place at Dartford, with several juniors making the trip.

As we head towards the Spring and transition to Track and Field we hope to send a team to the Inter Counties Indoor Championships at Lee Valley.…

Ian providing good coaching support, particularly valuable now that Derek has stepped back into a more admin based responsibility (though still helping out with coaching occasionally with Gary’s approval).

* **See Appendix One for full Captain’s Report.** Discussion and commentary arising:

> Friday runs need some thought, numbers are lower, perhaps impacted by folk resting before Park Runs next day or maybe runs need promoting more. > Sunday runs may have suffered through folk running in separate informal groups although numbers expected to increase as runners start to use the Sunday run for marathon training (though possibly counterbalanced by the sheer weight of alternative organised races on the horizon). Having different starting locations remains a possibility if it’s likely to encourage greater numbers but a concern was expressed that doing this will lead to folk turning up at the wrong place! > C25K: Good numbers, about 30 in all split 27 females to 3 males. By sharing space with the football folk C25K training is able to utilise the track twice a week. > Regarding the Sackett 10/5K clarification was requested that only the 10k is a Kent Grand Prix race ie not the 5K. **Action**: Communications Officer. >It was noted and appreciated that, whilst the Club Championship races mirror the Kent Grand Prix the Club has also included some local races for ease of travel and also to support other local running Clubs with whom TRAC has developing and improving relations eg Dover Running Club and Coastal Striders.

* **Membership Secretary’s Update:** In the Membership Secretary’s absence the Club Secretary advises that there are in excess of 150 fully subscribed members. However, further analysis is required to confirm status (gender splits, category etc).

Discussion took place regarding how to position registration with EA as part of the April 2023 subscription cycle. EA registration will be a compulsory requirement for the cross country league going forward (this is imposed by the organisers) and there is a possibility that the summer relay events will make this a requirement too.

The option of rolling EA registration into the club subscription for all TRAC members was mooted but not overwhelmingly supported. It was argued that doing this would be a disincentive to a significant number of members who join for the camaraderie and for the training that’s on offer and not, necessarily, to enter races. Instead a two tier membership offering was proposed ie a membership fee including EA registration and a second category for “social/training” members. The Committee will consider this and other options prior to the April renewals. **Action**: Membership Secretary/Committee

A comment was made that, overall, members are likely to be more supportive of paying an increased TRAC membership subscription than they are of paying for compulsory EA registration and the point was re-iterated that EA registration is not considered beneficial to the substantial number of TRAC runners, especially new, beginners, who do not compete.

In support of EA it was advised that EA is donating £500 to the Club for floodlighting and C25K and that, from April, we have the opportunity to make a further bid, from another fund, for expenditure such as coaching courses. Membership of EA also unlocks other benefits such as discounts on running shoes and other related items. TRAC also gets one marathon place per year and this will double if we are able to reach 150 plus EA members.

These very valid points will all form part of the Committee’s upcoming discussion and agreement on what the membership fees should be for the forthcoming year. We heard from the Treasurer about the pressure on Club finances (including track lighting, event subsidies etc) and a small uplift is likely. We were reminded that TRAC membership fees are one of the lowest in the South East.

* **TRAC Managed Races for 2023:** The next TRAC directed event is the Ricki Savage 20 Mile race on 19th March. Unfortunately this coincides with Mothering Sunday which may impact the number of entries and marshal volunteers. On a positive note, that Sunday is the precise point at which many London marathon training plans hit the 20 mile mark so what better way than running in our 20 mile race? The date was chosen so as to avoid conflicts with other similar races that are taking place during March.

Preparations for the Sackett 10k and 5k are going well; the 10k in particular is receiving good publicity by virtue of it being a Kent Grand Prix event and both distances are starting to sell.

The Race Director for the Sackett drew the meeting’s attention to the fact that TRAC, uniquely amongst Kent clubs, regularly puts on around 8 events per year. This puts a lot of pressure on our regular marshals, many of whom have been marshalling for many years and are starting to feel the strain. New faces are needed, not just for marshalling but for race organisation, background work eg setting up start and finish, taking down as well as being Race Director. The role of Deputy Race Director is being introduced which helps to spread the load, ensure contingencies and also develop knowledge and experience for the future. Those present not currently engaged in these sorts of activities were encouraged to think about it and let the Committee know if they can make a contribution – the roles are not as difficult as people might think.

The Club Chairman reinforced these points by confirming we need to get new folk activated in various roles and shadowing if we are to have adequate succession plans and this needs to be communicated more widely. Committee roles will also become vacant in May and preparations need to be made to fill these roles.

A suggestion was made that marshals could be asked if they would be prepared to help the day before an event in the setting up activities. Requests for volunteers can also be made via “shout outs” at the Monday run and, of course, there are fields in the Joining form to indicate what events folk are able to support.

Another suggestion was that Race Directors could communicate a list of jobs/roles that require fulfilling before each race-perhaps via social media. The suggestion was also made that the marathon rule around running and marshalling (if a TRAC runner is competing in our marathon then they must provide a marshal) could be extended to other races? This would potentially yield further resource.

The Sackett Race Director reflected upon how, in the Alan Green 10, there were folk willing to marshal but not aware the event was taking place. A potential solution to mitigate such a situation from happening again would be for the Marshal Secretary to attend the Monday night run and publicise requirements or, alternatively, nominate someone who attends to communicate requirements.

In response to a point around utilising our Facebook page the Communications manager explained the nuances around presenting and managing the Facebook page in order to ensure maximum effect and avoid audience burnout. He also advised how he shares the page with other Clubs and also utilises email communications in order to maintain and promote TRAC’s profile.

Leading on from this he then advised those present that Southern Water had been approached to provide some sponsorship money for the Harbour Wallbanger (bearing in mind the disruption to this event a couple of years ago from a sewage discharge on our beaches occurring under Southern Water’s watch). As a result of this approach, Southern Water have pledged £1,200 to the event. It does not ask for its name on the race medals, only that it gets a mention on our fliers and is able to have a publicity van nearby allowing for interaction with the public, this will be entirely under Southern Water’s management and responsibility. The Executive Committee has debated long and hard around whether or not to accept this money (given Southern Water’s fines for poor performance and its consequent sullied reputation). Ultimately the decision was made to accept the £1, 200 on condition that, should the race make a profit, as significant a proportion of it as possible is donated by TRAC to an environmental charity (eg Surfers Against Sewage or the WWF).

As with the Executive Committee some weeks earlier, debate ensued as to the ethics of TRAC accepting Southern Water sponsorship. Some strong feelings were expressed by a few members in attendance who, clearly, do not support the decision that was made by their Committee. Indeed, one member expressed his opinion that Club Members should have been consulted before a decision was made and that it is wrong for the Club to be linked to an organisation that he contends does not have the support of local people. Conversely, other members were comfortable with the decision made by the elected committee members and one commented that it was clearly a difficult decision and that giving Southern Water an opportunity of facing and answering the public was a positive aspect.

* **Social Events Update:** The Chairman summarised recent events on behalf of the Social Secretaries. Next events up are the Presentation Evening, potentially end of February or early March and a Quiz Night towards Easter time.
* **Any Other Business** (All)
* Presentation Evening: decision on date and venue required in the near future. Possibly early March and on a Friday evening.
* Confirmed the AGM will be in May.
* Attention was drawn to the small grant available from The Everyday Active organisation for any club or organisation looking to encourage and increase participation in physical activity for those living in Kent. The Committee will review this and decide upon follow-up. Potentially it may provide funding for medical support to inter-club events eg summer relays.
* There being no further AOB, the meeting was declared closed at 20:52 hrs.

**APPENDIX ONE: CAPTAIN’S REPORT 2022 Q3/4 to 2023 Q1**

**Training and Run leaders**

A renewed Risk Assessment has been distributed for use. Please read it. I’m aware it is lengthy and a shorter one is planned as an easier aid memoir.

It’s currently very wet and dark please promote using lights and hi-vis.

Mondays. All groups are often full. Various leaders. Great range of speed and ability.

Hills Weekly Wednesday led by two experienced Run Leaders. Wednesday night beginners. At the same venue or top of the hill. Often 30 runners.

Thursday Speed. Sessions often have up to 30 involved. Feedback has been in the race speed gained by our runners.

Friday. Back most weeks with low numbers.

Sunday. The Hartsdown run has not been attended when racing is planned. I’m confident this will be better in time. Marathon training by leaders has also not made it always possible.

All Training Sessions are led and supported by excellent, dedicated and experienced Run Leaders all of whom the Club/Club Captain is very proud.

**Trac run leaders and helpers are currently training c25k runners Mondays and Wednesdays at the track.**

**Race reports. Including 2022 Club champs. Races.**

**Start from autumn 2022**

Folkestone half. Club champs. 10 runners from TRAC. Chris Brenchley 1st v50. Jordan Gilbert PB. Peter Heath PB. Julie Williams 1st vf55. Julie quoted it as “it was lovely being there with Thanet Roadrunners, previously I always did that kind of event on my own. It’s nice being part of a friendly club.”

Ashford 10k. Andy Stevens 5th place in 34:57 sub 35 for a v50! Jo Kemp 46:34 set a benchmark too, both repeating in the race report the benefits of training by TRAC.

Chicago Marathon. 5 traccies took part in the USA major marathon with 3 PBs One sub 3 hours and 3 sub-4-hour runners. 3 of us claiming a good for age for 2023.

Bruges Half. Abigail Cardwell claimed a PB in 1:26:45 and a new club record since Myra Garrett in 1996. A good report to learn how to get it right on race day.

Bath Half. Helen Spain and her son Dan completed the half in 1:57

London Marathon. 10 traccies ran the Marathon major event this year two traccies were sub 3 hours Lee Hardie and Jack Bradley. Many others capturing PBs and are “good for age” ready for 2023.

Ashford 5 and 10m Halloween run. Club champs. New Traccie Lee Hardie 29:46 1st place in the 5m. Phil Stevens 2nd place in the 1:05:21 in the 10m 1st V50. Sarah Bailey, Chloe Styles and Terry Brightwell took part.

**Deal 5m. Club Champs. Bit Wet! Lee Hardie 28:47 and Jo Kemp 35:53 led our team of 15 runners.**

Battersea 10k. Abigail Cardwell PB 38:57 and female club record. These evening races might suit some traccies, Spencer Hoult is seeking some out to travel to in London.

**Sahara Challenge. Pam Philpott wanted to re-visit her marathon in 2019 for two marathons in a two-day challenge.**

Kent league cross country. A Bronze medal for Natalie Nicoll and a well-deserved County vest.

**Club Championship**

**2022**

The club champs points have been updated ready to order trophies. Runners within age group positions and have run 3 or more events qualify.

**2023**

|  |  |  |
| --- | --- | --- |
| **Month** | **Week** | **RACE** |
| **January** |  |  |
|  | 22/01/2023 | Canterbury 10m **KCAA** |
| **February** |  |  |
|  | 19/02/2023 | Tunbridge Wells Half Marathon **KCAA** |
| **March** |  |  |
|  | 26/03/2023 | Bromley VAC 5m **KCAA** |
| **April** |  |  |
| Friday BH | 07/04/2023 | Folkestone 10m **KCAA** |
| **May** |  |  |
|  | 21/05/2023 | Chislehurst Half **KCAA** |
| **June** |  |  |
|  | 04/06/2023 | Sackett **10k** and 5k **KCAA** |
|  | 11/06/2022 | Tenterden 10k **KCAA** |
|  | 25/06/2023 | Sandwich 10k **Club champs only** |
| **July** |  |  |
|  | ??/07/2023 | Mid Kent 5m provisional date **KCAA** |
| **August** |  |  |
|  | 13/08/2023 | Margate Super hero 10k Club **Club champs only** |
| **September** |  |  |
|  | 10?/09/2023 | Faversham 10k provisional date **KCAA** |
| **October** |  |  |
|  | 08?/10/2023 | Sittingbourne 10m provisional date **KCAA** |
| **November** |  |  |
|  | 19/11/2023 | Coastal **10k** and 10m **(10k)** **Club champs only** |
| **December** |  |  |
|  |  | No races planned (space for cancelled races) or major clashes with 2023 XC league |
| **Anytime in year** |  |  |
|  | 01/01/23 to 31/12/23 | Any UKA measured Marathon  submitted as a race. Club champs only |

Upcoming races.

Canterbury 10m.

Tunbridge wells half.

Thanet 20 Ricky Savage 19th March.

**All Calendar dates.**

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| --- | --- | --- | --- | --- |
| **Month** | **Week** | **RACE** | **RACE** | **RACE** |
| **January** |  |  |  |  |
|  | 01/01/2023 |  |  |  |
|  | 08/01/2023 | Minnis XC 2022 |  |  |
|  | 15/01/2023 | Deal XC 2022 |  |  |
|  | 22/01/2023 | Canterbury 10m **KCAA** | Farnborough half England Vest Qual |  |
|  | 29/01/2023 | Bromley 10k |  |  |
| **February** |  |  |  |  |
|  | 05/02/2023 | Blean XC 2022 | Bedgebury 5/10 | Ashford and district 10k |
|  | 12/02/2023 |  |  |  |
|  | 19/02/2023 | Deal Half | Tunbridge wells Half **KCAA** | Dymchurch 10k |
|  | 26/02/2023 | Trosley park 10k trail(Gravesend) |  |  |
| **March** |  |  |  |  |
|  | 05/03/2023 | Dartford Half | Paris Half | Cambridge half |
|  | 12/03/2023 | Paddock Wood Half | Lydd 20m | Lydd Half |
|  | 19/03/2023 | Thanet 20m |  |  |
|  | 26/03/2023 | Whitstable and Herne bay Half 10k | BromleyVAC 5m **KCAA** | Smugglers 10k |
| **April** |  |  |  |  |
|  | 02/04/2023 | LLMH Half |  |  |
| Friday BH | 07/04/2023 | Folkestone 10m **KCAA** |  |  |
|  | 09/04/2023 | 10 Bay Challenge 10k | 10 Bay Challenge 15m |  |
|  | 16/04/2023 | Manchester Marathon | Kent Pod Plus Half | Kent Pod Plus Marathon |
|  | 23/04/2023 | London Marathon | Chatham Maritime 10k |  |
|  | 30/04/2023 | Runergize 5/10/20 trail |  |  |
| **May** |  |  |  |  |
| Bank Holiday | 01/05/2023 | Ted Pepper 10k | Whitstable 10k |  |
|  | 07/05/2023 |  |  |  |
|  | 14/05/2023 | Darent Valley 10k |  |  |
| Tue eve | 16/05/2023 | RELAY FOLKESTONE |  |  |
| Saturday | 20/05/2023 | Island Run 10k | Island 5k |  |
|  | 21/05/2023 | Chislehurst Half **KCAA** | Saxon Shore Half |  |
| Saturday | 27/05/2023 | Para 10 Obstacle run |  |  |
|  | 28/05/2023 | Folkestone coastal 10k |  |  |
| Tue eve | 30/05/2023 | RELAY MINNIS |  |  |
| **June** |  |  |  |  |
|  | 04/06/2023 | Sackett 10k and 5k **KCAA** |  |  |
|  | 11/06/2023 | Tenterden 10k **KCAA** | Tenterden 5k |  |
| Tue eve | 13/06/2023 | RELAY ASHFORD |  |  |
|  | 18/06/2023 |  |  |  |
| Wed 7pm | 21/06/2023 | Bromley midsummer 10k 7pm |  |  |
|  | 25/06/2023 | North Downs Run 30k | Sandwich 10k |  |
| Tue | 27/06/2023 | RELAY DOVER/DEAL |  |  |
| **July** |  |  |  |  |
|  | 02/07/2023 | Cliff Woods 5m |  |  |
|  | 09/07/2023 | Wallbanger | MID KENT 5m provisional **KCAA** |  |
| Tue eve | 11/07/2023 | RELAY CANTERBURY |  |  |
|  | 16/07/2023 |  |  |  |
|  | 23/07/2023 | Gusbourne 10k |  |  |
|  | 30/07/2023 | East Peckham 10k |  |  |
| **August** |  |  |  |  |
|  | 06/08/2023 |  |  |  |
|  | 13/08/2023 | Margate Super hero 10k |  |  |
|  | 20/08/2023 |  |  |  |
|  | 27/08/2023 |  |  |  |
| Bank Holiday | 28/08/2023 | Canterbury Half |  |  |
| **September** |  |  |  |  |
|  | 03/09/2023 |  |  | This month no date yet |
|  | 10/09/2023 | Wingham 10k and 5.6k | Badlesmere 10k | Faversham 10k provisional **KCAA** |
|  | 17/09/2023 | Larkfield 10k |  |  |
|  | 24/09/2023 | 4 Castles Half | Folkestone Rotary Half |  |
| **October** |  |  |  |  |
|  | 01/10/2023 | Port Lympne 5k | Port Lympne 10k | This month no date yet |
|  | 08/10/2023 | Ashford 10k (Givauden) provisional |  | Sittingbourne 10mprovisional **KCAA** |
|  | 15/10/2023 | Maidstone Half |  |  |
|  | 22/10/2023 | 2023 XC starts provisional |  |  |
|  | 29/10/2023 | Ashford and district 10m | Ashford and district 5m |  |
| **November** |  |  |  |  |
|  | 05/11/2023 |  |  |  |
|  | 12/11/2023 | 2023 XC starts provisional |  |  |
|  | 19/11/2023 | Coastal 10k and 10m (10k) |  |  |
|  | 26/11/2023 |  |  |  |
| **December** |  |  |  |  |
|  | 03/12/2023 | Alan Green 10m |  |  |
|  | 10/12/2023 |  |  |  |
|  | 17/12/2023 | 2023 XC starts provisional |  |  |
|  | 24/12/2023 |  |  |  |
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**KFL Cross country 2022-23**

4 events so far at Sevenoaks, Oxlease, Swanley and Minnis completed.

TRAC are 9th in the league and the individual ladies are 6th in their league.

Our Minnis Bay event was the largest ever with 475 runners and probably the largest event we’ve ever hosted.  We couldn’t host this without our fantastic crew of helpers, both before the event clearing dykes and setting up signs, during the race marshalling and tail running and generally being at hand and for those clearing up afterwards. You can all be very proud to be part of our running club. Thank you on behalf of the committee.

**Deal report hot in the press.**

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| **2022-2023 Season** | | | |
| Match 5 | 2023-01-15 | 11:00 | [**Betteshanger Park, Deal**](https://maps.google.co.uk/maps/ms?oe=utf-8&client=firefox-a&ie=UTF8&hl=en&msa=0&msid=105879619365143952182.000472e9fdda5e2679a8e&ll=51.23657,1.3696&spn=0.008665,0.019119&t=h&z=16) |
| Match 6 | 2023-02-05 | 11:00 | [**Blean Woods, Rough Common, Canterbury**](https://maps.google.co.uk/maps/ms?oe=utf-8&client=firefox-a&ie=UTF8&hl=en&t=h&msa=0&msid=105879619365143952182.000472e993d2fc564c477&ll=51.293405,1.044087&spn=0.016612,0.038238&z=15) |
| Match 7 | 2023-02-12 | 11:00 | [Haven Allhallows Holiday Park, ME3 9QD](https://goo.gl/maps/cwLbaVH2k6pdpsc59?) |

1. For the purposes of website posting every effort has been made, where possible, to avoid naming individuals. Should a fully named version of this document be required, contact the Club Secretary who will release at his discretion. [↑](#footnote-ref-2)
2. Money held in bank account. Cash held in the TRAC PayPal account not included (circa seven hundred and fifty pounds) but will be transferred into the bank account as we move away from PayPal onto a similar but less costly platform. [↑](#footnote-ref-3)