



Tuesday 5th December 2023 at 19:15

Management Committee Meeting

Venue: Chairman's House, Ramsgate

Attendees: Chairman: Pete Heath; Ladies Captain: Jo Kemp; Club Secretary, Julie Williams; Safeguarding & Welfare: Adrian Neaves, Juniors; Communications: Jon Holl; Men's Captain: Andy Stevens, Safeguarding & Welfare: Julie Neaves; Social Secretaries: Janet Morgan & Janice Lee Miller

*Note: *Julie Neaves is also Membership Secretary with Jo.*

Apologies: Vice-Chair: Kev Bullions, Membership Secretary: Jo Holl, President: Derek Sackett; Coach: Gary Gillatt

Minutes

1. London Marathon ballot place – draw - Julie

Draw was conducted and the winning name was..... drum roll... **Steve Hawkins**...

Back- up name, should Steve not be able to take the place, is Oli Northrop

Action: Julie W to notify Steve, and pass on details to enable him to register for the place. Post-meeting note, action completed and Steve is delighted to accept the place.

2. Reflections on Alan Green race and any learnings - All

Learnings:

- Good feedback from runners on course, race, they also loved the medal.
- Licence conditions includes briefing of marshals, which only happened by email. Should have occurred in person by the adjudicator.
- What three words wasn't the best way to communicate to some marshals, map positions and pictures would have helped
- Race briefing by Terry was talked over – need to reinforce runners being quiet
- Lack of clarity on who was organising lead cyclists, which caused confusion.
- Too many volunteers at race HQ
- Some volunteers weren't taken up for their help.
- Sign duty took 5-6 hours to set up plus 4 more hours on Sunday.
- Cake competition wasn't well supported and too difficult to organise – recommend drop for future races
- A lot of runners questioned whether the 5 miles was measured as the Garmin course came up short. Need to check route length again for next time
- Could benefit from an additional marshal by finish funnel (3 in total).
- Awaiting to confirm the financials but expenses ~£3K and Race entries £5.5K
- Consider renaming Alan Green memorial race. E.g. Coastbusters was a catchy name that was clear was run by Coastal Striders / by the coast route.
- **Action: Pete** to ask Terry for any feedback that he has as Race Director.

3. Should we consider Nice Works for management of 2024 races? - Ade, All

Reasons for races:

1. Make money for charity
2. Raise Club profile
3. Need to host races to participate in cross country and relays.
4. Team spirit of putting an event on – need to reward volunteers more, e.g. goodie bags and post event get together

Reflections on 2024 race strategy

- Support for Harbour Wallbanger – unusual race, great venue.
- Interest in putting on a half-marathon – September or October. But medical costs were £2000 a few years ago. Was only feasible due to significant sponsorship.

- Less interest in running Sackett race – course didn't attract the numbers hoped for and crosses two jurisdictions. **Action: Pete (completed)** to discuss with Derek the plan to pause the Sackett race.
- **Action Pete and Jon** explore Nicework and Sporting Events - pricing for 3 x 2024 races – 1. Relay type event or other unusual format – that would sell well, 2. Harbour Wallbanger. 3. Alan Green 5 & 10 miles/half-marathon. December – for decision in January.

4. Update on club champs list - Andy/Jo

2023 Club Champs scores completed. Very competitive! Results to be announced in December.

2024 List – first 4 confirmed, awaiting others.

5. Minnis X country – readiness and next steps - Julie

Action: Julie to advertise for volunteers. Offering free bacon butty as part of team event to set up on Saturday 6th January. Invite Chris and Nikki.

6. Couch to 5K location, cost, run leaders - Jon, All

Plan to advertise at Christmas. Start Weds 10th in January.

Decision: Free and will take place in Broadstairs. Voted unanimously.

7. Rewarding volunteers in 2024 – decision – All

Reminder of ideas:

- If volunteer twice, get a free entry to one race.
- Each marshal gets a lucky dip entry to a race
- Get a London marathon draw entry for each race you have marshalled
- Or put in draw for another gift e.g. goody bag, free place at Xmas party

Decision:

- Reward every volunteer every time via goody bag.
- Remind members at renewal that we expect / appreciate members to volunteer.
- Marshall of the day. – draw someone for an Amazon voucher at each race.

8. Charity choice for 2024 plans - All - 5 mins

Decision: Pilgrims Hospice will be the charity for 2024

Action: Andy: to alert that they are the choice for our 2024 Charity and ask what publicity we could gain in return.

9. 2024 Park Run cup - Andy - 5 mins

See proposal from Andy. Committee strongly support as it is a competition which doesn't favour faster runners but rather the most improved runners. Ideally to start in March – include C25K cohort. **Action: Andy** to establish.

10. Action review and close-out

AOB

- Pete standing down as Chair in April – would like to start advertising. Committee members are very appreciative of everything Pete has done for the club over the last 5 years, and he will leave a big space to fill. But also recognise that it is a long time to contribute so much to the club. Early in 2024, we will need to start seeking a new Chairperson.
- Post meeting note: Kev Bullions also shared his intent to stand down as vice chair and kit manager.
- Proposal was made to encourage younger members of TRAC to contribute to and join the committee meetings. We intend to invite two members to each committee meeting as guests, starting in January. **Action: Julie** to organise invites
- **Action: Pete/Julie** – Card / Letter to Terry from Club expressing thanks for all that have done as Race Director.

Next meeting: Tuesday Jan 9th, 19:15

- Race management
- Lights
- Costs/membership fees
- Membership year – change from January to January, or offer partial rate, or offer free until April.
- Club address is Royal Harbour – should this be changed?
- Strategy to find new Chairperson – any nominations?

APPENDIX: STATUS OF OUTSTANDING ACTIONS & ACTIONS FROM LAST MEETING

ACTION	BY WHOM	BY WHEN	COMMENTS
Ensure readiness for Minnis XC	Julie Williams	December	On track – next actions to get volunteers
Explore race management support	Jon Holl and Pete Heath	January	
Establish Park Run Competition	Andy Stevens	March	
Alert Pilgrims Hospice of Charity choice	Andy Stevens	January	
Thanks Terry and ask for race director feedback	Pete Heath	January	
Invite two members to next committee meeting	Julie Williams	December	
Run leader risk assessment – noted that this needs review, sharing with run leaders and updating on TRAC website.	Chris Brenchley	End December	Completed
C25K Need decision on cost, location, and need additional leader volunteer	Committee	December 5th	Decision: Free, Broadstairs. 3 run leaders volunteering
Choice of 2024 Charity to be finalised	Committee	January	Pilgrims Hospice selected
Need list of run leaders to check DBS and safeguarding checks. First step, look at EA information.	Julie W	Nov 2023	Jo and Julie updated EA site
Simon will develop a budget for next year including the energy bill which will be significant.	Simon	In progress	Replaced by agenda item to develop race strategy and budget plan for 2024 – All committee