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**Committee Meeting Tuesday 11th February, 2025 @ 7.15 pm**

**Venue**: Bradstow Mill, Broadstairs.

**Committee & extended volunteers:** Chair: Julie Neaves; Treasurer: Simon Cowdery; Secretary: Julie Williams; Ladies Captain: Joanne Kemp, Safeguarding & Welfare: Ade Neaves, Kirsty McMahon, Marshal Secretary: Anna Harrison. Membership Secretary: Jo Holl; Social media support: Sam Hastie; Social media support: Asha Stokes; Website Manager: Phil Stevens; Communications: Jon Holl;

**Members:** Robbie Weatherley-Day, Gay Pearse, Adam Wade, Will Coles, Spencer Hoult, Pete Heath, Asmaa Hatim, Jim Allen, Chris Brenchley, Nikki Boyes, Jan Hayward.

**Apologies Received From:** Kit Manager: Andy Jones; Men’s Captain: Andy Stevens; Coach, Juniors Rep: Gary Gillatt.

**Minutes**

1. Welcome and opening remarks - Julie N

Julie welcomed all and asked everyone to be respectful of all contributions. We like to avoid more than one conversation so that everyone can hear the discussion. We aim to keep to time to allow some social time at the end of the meeting

2. Action review - Julie W

Update on TRAC business card? This is ongoing but linked to the development of a promotional video which will be discussed during the meeting.

The actions to check that all juniors are members and have consent forms has been ongoing and has resulted in many of the juniors signing as members and in doing so consenting to photographs etc. In two months membership renewals are due – propose to close out this action with the understanding that the coaches monitor to check that all juniors attending training have renewed and completed consent forms or expressed their preferences regarding photos and publicity.

A question for the coaches is whether we want to actively promote the juniors section e.g. via contacts at schools, or whether this will cause problems due to coaching capacity. **Action:** Jon and Gary Gillatt to discuss.

3. Committee roles - current vacancies (social secretary) and those to be voted in at AGM - Julie N

Current vacancies: social secretary(ies) Janet and Janice have done a wonderful job but have now stood down. Any interest from member(s) to cover this role is welcome.

Roles becoming vacant at May AGM: Social media and communications lead, Treasurer, Vice-Chair, Men’s captain. Interest from members would be highly welcomed as we need these roles voted in to run the club.

Noted that all roles are up for renewal by vote at the AGM and therefore if anyone is interested in any role, they are welcome to put themselves forward regardless of there being someone currently filling the role / more than one person interested in the role.

4. Club races update 2025 - Julie N, Anna

Anna our marshal secretary thanked everyone who has marshalled previously or offered help. Please note that emails from the marshal secretary can go to spam so please check your folders for emails and email marshal secretary (details on our website) if you are able to help with any races. Any help welcomed – including from family and friends. Help can be flexible e.g. help at the beginning, end, part-shift.

Half marathon – Sunday April 6. Will require significant number of marshals and if we are restricted in numbers, we would have to make the course a loop which would be less enjoyable for runners.

* Minnis Bay relays – Proposed date Tuesday June 24.
* Harbour Wallbanger – Proposed date is 28th September, subject to confirmation of availability of the Pavilion.
* Kent Coast 5 &10 mile – December 7.

5. Race - motivational signs - ideas? Anna

We have support from Gary and a local company to produce some motivational signs (huge thanks). All present were asked to think of some messages that runners might appreciate reading during a race. These were collected in and will be reviewed to see what was most popular, can be fitted onto a sign and won’t offend anyone!

6. Relays update - call for interest – Julie W

The summer relays is an event in which 9 local clubs compete – Ashford & District, Ashford AC, Canterbury Harriers, Deal Tri, Dover AC, Folkestone AC, Invicta AC, South Kent Harriers and TRAC. Coastal Striders may also join if there is capacity. The whole event is capped at 400 runners.

There are 5 races, held on a Tuesday evening, typically starting at 7-7.30pm.

Folkestone: 13 May

Dover: 27 May

Ashford: 10 June

Minnis Bay (TRAC hosts): 24 June

Canterbury: 8 July

TRAC has committed to entering teams of up to 50 people in total. Estimated cost is £5 per runner per race, and we need to decide if the club will pay a contribution to this. With teams of up to 50 we can have A and B teams in some (not all) of the age categories. Runners can be in a team that is a younger age category but cannot run in an older age category than themselves.

Chris Brown and Spencer Hoult have kindly offered their support to manage the Minnis Bay race, as Race Directors.

Note – EA have advised that the races are regarded as a closed event and as such do not require runners to be EA affiliated, but we have asked for this to be doublechecked.

Runners are split into the following teams:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Men’s** | |  | **Women’s** | |
| Senior | Team of 4 |  | Senior | Team of 3 |
| V40 | Team of 4 |  | V35 | Team of 3 |
| V50 | Team of 3 |  | V45 | Team of 3 |
| V60 | Team of 3 |  | V55 | Team of 3 |

Next steps: Relays committee to confirm commitment from all clubs, make overall licence application and local licence applications – action needed as soon as possible.

**Action:** Pete to follow up with relays committee to check if we have now a committed number from all clubs and are ready with the necessary applications. Pete/Julie W/ Spencer/ Chris to discuss and get moving

The committee/club captains to advertise to our members to understand interest and develop a way to select teams, if we have high level of interest

7. Website plans - Phil and Jim

Jim and Phil have been working through feedback and input from members on the requirements for the website. The plan is to build the website on the server, also to enable connection of a blog. A big area for improvement is the management of memberships as currently it is difficult. Jim is researching options to bring back to the committee.

Andy J has been looking at functionality for ordering kit. Viga is a supplier used by another local club. Initially this looks very attractive in terms of the kit options. One option of printing is sublimation where the ink is part of the fabric, another is vinyl stuck to the surface – which has the disadvantage of washing off. With Viga, there is only one option for the sublimation approach, and requires a minimum of 30 items. Prices are higher plus a price for post and packaging.

Time frames still on track for the website to be ready for the membership renewals in April. Email migration would happen later after April. **Action: Jim** to complete research and propose options in early March to ensure selection.

8. Club promotional video plans - agreement on investment and decision to proceed - Jon, Asha, Sam

We would like to have a great, inviting video on our website that promotes the club and encourages new members. Then when we have a TRAC business card, the QR code would link to the website and the video. Jon has met someone at EA who has had experience of making these (cost not provided at this point). The club could also do some videos to be provided to him to stitch together.

One idea is to commission this video, starting with C25K graduation run, although the weather is subject to chance if filming is on one day only.

Agreed that Jon would ask for costings. The committee will consider this together with other options e.g. Jim Allen’s editing support of video taken by members. Overall, there was support for enlisting expert help in creating the videos also.

9. TRAC charity funding - review of funds raised and input for 2025-2026. Simon

Simon shared an update generally on funds: We have had £15,000 income, still chasing update from Coastal 10 and 5 mile. Still awaiting some money from XC. Expenses are approx. £12,000 to date. Overall we are expecting a surplus of £2K this year, mainly due to reduction in track hire costs this year. We also received a refund from TDC of deposits from previous land hire events. Overall, we have around £25,000 in our account which has been stable.

Before financial year end, we will decide on how much to donate to our chosen charity – the Pilgrim’s Hospice. We have donated £630 so far and it would be good to donate at least £1200 in total. Noted that our previous year’s charity donation was £1600 but included sponsorship money from Southern Water.

The club would like to invest further to the juniors and we will continue to subsidise the juniors training hall charges.

Proposals for 2025 – 2026 charity?

Cheerful sparrows – a local charity helping people struggling in the community, who are referred for support by medical professionals, social care and teachers.

<https://www.cheerfulsparrows.org.uk/>

A charity is being formed to support a war veteran and runner who is blind following injuries, and this may be another opportunity to support a local individual.

We will solicit input from members as to any other charities we should consider and it is to be agreed at the March committee meeting.

10. Juniors fees 2025-2026 - remain free? – 5 min

In summer 2024, the committee agreed to waive membership fees for the juniors. Decision for 2025-2026 membership year is: junior membership will be free.

We will continue to subsidise the weekly subs.

11. Run leaders meeting Feb 18 - feedback/input from members?

We are taking the chance to meet with run leaders on Tuesday Feb 18th, as we have the Tesco community room. We would like to discuss organisation of the runs, how it is going generally and any changes desired. Julie N reminded all run leaders that we would like them to attend if possible.

Jon flagged a short EA on line course for £20 that covers some very useful information e.g. on fuelling, intervals. He has shared with run leaders to gauge interest.

[LiRF to CiRF Workshop | England Athletics Coaching Courses](https://www.englandathletics.org/coaches-and-officials/coach-development/lirf-to-cirf/)

Suggestions raised – identify run leaders e.g. via a vest, explore if there is interest in putting on a mid week morning run, do a meet your run leaders event/news.

12. Celebrating club of the year - merchandise - Julie N, Andy J

Many thanks to Andy Jones and Sam Hastie tor all the great design work on the TRAC buffs. Committee agreed buffs will be given to all current members. Also, if new people join – they will receive a free buff.

Note – propose to have a flash sale of current stock where we have a lot of larger sizes available. We can then re-order some smaller sizes. Andy J to look at stock levels and propose what could be offered.

AOB  
Oli’s 500 park run event on 22 Feb at Margate – as many TRAC runners as possible are welcome.

32 signed up for Benidorm 10k / half marathon on 22 November.

Janice Lee Miller proposes to do a virtual half marathon on the same dau, which could offer an alternative approach for those who do not wish or are unable to travel.

Asha – Runbelievable 8 hour Runway 25 on 21 June at Manston event – entry is £49.95 There may be interest in people running as a team but high cost if everyone pays the full price. Asha will contact organisers to see if a different rate might apply.

[**APPENDIX:**](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) Open actions and decisions

| [**ACTION**](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) | [**BY WHOM**](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) | [**BY WHEN**](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) | [**COMMENTS**](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) |
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| Invite two members to committee meeting  Add reward and recognition as standing item | Julie W | Standing item |  |
| Order kit to celebrate EA award  continue to explore buffs | Andy J | January | Completed: Ordered |
| Get costings and options for promotional video. | Jon | March |  |
| Relays: confirm event with committee and proceed with local licence application  Confirm if runners need to be EA affiliated to participate and advertise to members together with selection strategy | Pete, Spencer, Chris  Julie W, social media team | End Feb  March |  |
| Website - propose options for manging membership for selection by committee | Jim | Early March |  |
| Solicit suggestions for 2025-2026 charity from members and decide at next committee meeting | Julie W | March |  |
| Advertise that all current members can pick up a TRAC buff, when available. |  | March |  |
| Develop plan for sale of excess stock | Andy J | March |  |
| Juniors advertising – do we want to proceed or are we at capacity? | Jon, Gary | March |  |
| Check all juniors are now members and have agreed consent forms | Gary | January | Completed |
| Solicit input from members for wording for motivational signage for races. | Anna and social media team | Early 2025 | Completed: discussed at Feb 11 Open Meeting |