



CLC STRIDERS COMMITTEE MEETING

Virtual meeting in lieu of 18 March 2020 meeting

1. Minutes of the Last Meeting
2. Actions from the previous meeting (see table below)
3. Training – Amelia / Joel Paper 1
4. Races and Events Paper 2
5. Treasurers update - Eoin Paper 3
6. Membership report – Gavin Paper 4
7. Membership charge for 2020/21 - Gavin Paper 5
8. Social events update – Tom Paper 6
9. Kit update – Hedley Paper 7
10. New website – Mat Paper 8
11. Events update – Rachel To follow



CLC STRIDERS COMMITTEE MEETING

Virtual meeting in lieu of 18 March 2020 meeting

MINUTES

In attendance

Amelia Mullins
Eoin McQuone
Gavin Jerman
Joel Freeland
Jon Howes (Chair)
Matt Ashman
Mat Benfield
Rachel Vines
Sophie Longmore
Tom Kabala
Will Pearce

Apologies

Hedley Phillips

Following the outbreak of the Covid-19 pandemic in the United Kingdom, the committee took the decision not to undertake the meeting on a face-to-face basis. Papers were drafted for each agenda item and provided to committee members for comment in advance of an online meeting.

1. **Minutes of the last meeting**

The minutes were agreed and accepted as an accurate record of the previous meeting.

2. **Action from the previous meeting**

See table at the end of the minutes for all completed and outstanding actions.

3. **Training – Amelia / Joel**

See Annex A for the paper relating to this agenda item.

Friday night sessions will commence once training is back. Coaches are giving some thought as to how to scope the Wednesday and Friday sessions so they are not too similar. Bren is happy to cover Friday's, will need to ensure there is cover as needed.

Business cards have been printed ready for use when lockdown is lifted. Amelia has 300 presently and can obtain more as required via Andrew. QR code works and takes users to the website.

Potential for the club to do a paid for post on Facebook to advertise the club and encourage membership.

Agreed that another reminder should go to members re adhering to start time for Monday and Wednesday training. Coaches will leave CLC at 1835 at the latest, anyone who arrives after that time can join the group at the training location. **Action:** Amelia

4. **Races and Events**

See Annex B for the paper relating to this agenda item.

The committee were presented with 3 options in relation to the Road Race series. They were asked to consider the options and to confirm their preference.

The options are:

Option 1 - Cancel the series?

Option 2 - Finish this now based on the standings so far (we have had 10 races so far, and there are 3 left)?

Option 3 - Wait until the three remaining races have been completed?

The committee agreed option 2, to finish the series now based on current standings. It was also agreed to announce the results now so those taking part are aware of their standings.

Action: Will

Amelia noted that she doesn't recognise the name Fiona Woods and is not sure she is a member. Gavin confirmed she is not a current member and should be removed from the current standings list. **Action:** Will

Gavin confirmed that Sue Clark is not a current member, she wasn't resigned for not renewing last April. It was proposed that she is to be removed from the current standings list. **Action:** Will

Action: Gavin to discuss Sue Clark membership with Brendan to determine future action. **Gavin**

Action: the event spreadsheet to be updated to include all races within a year and be rolled on each year so events that have taken place are still visible to members. **Rachel**

5. **Treasurers update - Eoin**

See Annex C for the paper relating to this agenda item.

Eoin gave an update on current expenditure which the committee accepted.

6. **Membership report - Gavin**

See Annex D and E for the papers relating to this agenda item.

As of first April we had 92 athletes registered who have been sent renewal notices. Out of these there has been 1 resignation and 35 completions of the membership with 27 having paid.

Some of the payment requests for membership renewals has been going into junk folders, particularly for Hotmail. **Action:** Gavin to email members.

7. **Membership charge for 2020/21 – Gavin**

See Annex F for the paper relating to this agenda item.

Due to the need to release membership fees for 2020/21, the committee agreed the applicable fees via email for ease and quickness.

The fees incorporating the £15 EA fee were agreed as:

Full - £28
Half - £22
Second Claim - £13

These are different to the proposed fees in the paper at Annex F due to EA deciding not to increase their fee for 2020/21.

8. **Social events update - Tom**

See Annex G for the paper relating to this agenda item.

It was agreed that the awards would be announced by captains in due course with a celebration for the club to take place later in the year.

It was proposed to do some a virtual quiz for club members to keep up interaction on Friday 1st May at 2000. Eoin is going to setup a Zoom link to share with members in advance.

Action: Eoin.

Joel agreed to be 'quizmaster' for the event. **Action:** Joel.

Awards nominations to be submitted to the committee by 15th May for discussion at committee meeting on 20th May.

9. **Kit update - Hedley**

See Annex H for the paper relating to this agenda item.

T506 was the preferred option as it is most similar to the existing club vest.

It was noted that the price point of £24.95 for a short sleeve training shirt seems expensive and may result in not selling many.

Action: Hedley to identify some further options for suppliers to lower price point, ensure new kit accommodates male and female members and to see if there is an option for a long sleeve shirt. **Hedley**

10. **New Website – Mat**

See Annex I for the paper relating to this agenda item.

Thanks were passed to Mat Benfield for the significant amount of work that has gone into the new website, which looks fantastic and was done very efficiently and professionally.

It was noted that the website should be used first for updating members to encourage use of the website. This automatically syncs to Facebook, Twitter and Strava.

11. **Events update – Rachel**

Paper to follow in due course.

12. **AOB**

The photos taken by the photographer will be shared with the committee in due course. **Jon**

The women's tent is broken, Karlien will check. **Action:** Karlien.

Reminder that for next season men and women to bring and use their own tent to races.

13. **Date and location of next meeting**

The following dates have been proposed for future meetings which will take place at The Tivoli:

20 May 2020 – via Zoom and to include awards nominations.

20 July 2020 – Monday due to track open competition.

16 September 2020.

18 Nov 2020 – AGM.

ACTIONS

Outstanding

Date raised	Action	Assigned to	Updates
2020-01-15	Inform Amelia of any ideas for alternative Monday night routes	All	
2020-01-15	Committee members to recommend routes for taster races and volunteer to run a race.	All	
2020-01-15	Look into options for the club running a XC event and report back to next meeting.	Rachel	
2020-01-15	Ascertain options for introducing a single style of t-shirt in standard club colours	Hedley	In progress
2020-01-15	Bring a list of the road race series and summer races to the next meeting for review	Rachel	
2020-01-15	Work on updating the club constitution and provide back to the next meeting for review.	Matt	In progress
2020-01-15	Once updated provide the Constitution to all members and make available on the new club website	Matt	In progress
2020-01-15	Committee members to consider the proposed 2020 Vision and provide comment at the next meeting	All	
2020-01-15	Consider GDPR requirements to ensure the club is adhering to the legislation. Update to be provided to the next committee meeting	Matt	In progress
2020-01-15	Committee members to inform Matt if any of the proposed committee meeting dates for 2020 are unsuitable	All	
2020-03-18	The committee agreed to finish the series now based on current standings. It was also agreed to announce the results now so those taking part of aware of their standings.	Will	
2020-03-18	Fiona Woods to be removed from the current standings list.	Will	
2020-03-18	Sue Clark is not a current member, she wasn't resigned for not renewing last April. It was proposed that she is to be removed from the current standings list.	Will	
2020-03-18	Gavin to discuss Sue Clark membership with Brendan to determine future action.	Gavin	
2020-03-18	The event spreadsheet to be updated to include all races within a year and be rolled on each year so events that have taken place are still visible to members.	Rachel	
2020-03-18	Some of the payment requests for membership renewals has been going into junk folders, particularly for Hotmail. Email to be sent to all members.	Gavin	
2020-03-18	A virtual quiz to be arranged for club members to keep up interaction on Friday 1 st May at 2000. Eoin is going to setup a Zoom link to share with members in advance. Joel agreed to be 'quizmaster' for the event.	Eoin/Joel	
2020-03-18	Identify some further options for suppliers to lower price point, ensure new kit accommodates male and female members and to see if there is an option for a long sleeve shirt.	Hedley	
2020-03-18	Ascertain if the women's tent is broken.	Karlien	

Completed

Date raised	Action	Assigned to	Updates
2019-11-07	Put the Staverton 10 mile race forwards for the Gloucester AAA Road Race series	Rachel Vines	Complete
2019-11-07	Advertise for a female club member to assist with kit ideas/purchases	Jon Howes	Complete
2019-11-07	Request club members to support with media for the website/local press	Paul Northup	Complete
2019-11-07	Nicola Weager to complete handover of Committee Secretary duties to Matt Ashman	Nicola Weager	Complete
2019-11-07	Sam Baylis to handover Membership Secretary duties to Gavin Jerman	Say Baylis	Complete
2019-11-07	Advertise for club member to take on Kit responsibilities	Jon Howes	Complete
2020-01-15	Send a communication to all members reminding them that Monday and Wednesday training starts at 1830 and will start promptly	Amelia	Complete
2020-01-15	Send Jon the list of signage locations for Staverton 10 mile	Eoin	Complete
2020-01-15	Purchase large water bottles for Staverton 10 finish	Matt	Complete
2020-01-15	Inform runners that they can receive a discount at Up and Running if they show their race number within 2 weeks of the event	Eoin	Complete
2020-01-15	Speak to Charlie to ascertain a date for Parkrun takeover to take place	Matt	Complete
2020-01-15	Implement online payment for memberships	Gavin	Complete
2020-01-15	Text to be added to the membership form re membership payment terms	Gavin	Complete
2020-01-15	Membership forms to be scanned and securely stored in the club OneDrive account	Gavin/Matt	Complete
2020-01-15	Determine a process for having online only membership forms for both new and renewing members	Gavin/Mat/Matt	Complete
2020-01-15	Remove Entry Central payment link from the website	Mat	Complete
2020-01-15	Release a communication to members informing them of the new Kit Co-Ordinator	Hedley	Complete
2020-01-15	Organise a sale of current kit to members	Hedley	Complete
2020-01-15	Review the existing club email addresses to update who is assigned to which and remove those no longer required	Gavin/Mat	Complete
2020-01-15	A dedicated Kit email address to be setup for Hedley.	Mat	Complete
2020-01-15	Link to the new website to be circulated to committee members.	Matt	Complete
2020-01-15	Circulate the minutes from the Website Working group meeting to the committee.	Matt	Complete
2020-01-15	Committee to review the new website and provide suggestions for content	All	Complete
2020-01-15	Cross country events and the road race series need to be identified and added to the new website	Rachel	Complete
2020-01-15	Ascertain if English Athletics have an updated club constitution template that could be used	Matt	Complete
2020-01-15	Produce some flyers and business cards for handing out as required and also via social media	Amelia	Complete

2020-01-15	Identify a suitable photographer to take new committee members, training and kit photos	All	Complete
2020-01-15	Send an update to all members informing them of the new Instagram account and how to access Twitter and Facebook	Matt	Complete
2020-01-15	Identify options for a suitable gift for Brendan	Amelia	Complete
2020-01-15	All members to sign new membership forms with the updated privacy form.	Gavin	Complete
2020-01-15	Email Captains and Coaches when a new member joins the club	Gavin	Complete



ANNEX A

PAPER 1 TRAINING UPDATE

Training (all on hold for the time being)

Mondays: I was absent for a few weeks (due to son's illness) but the sessions were well looked after by the regular leaders during that time. We've run a new route since 24 February and there has been a reasonable attendance. We normally switch to the summer route a week or two after the clocks change (i.e. early April), so would probably move to that when we're able to hold club runs again.

Wednesdays: These have been well-attended and have been run as 1 group. When it's lighter/drier we should be able to use the CLC grass track, Pittville Park & Hatherley Park, probably with 2 separate groups. Joel mentioned looking at doing hills etc. as an alternative on some Wednesdays – Joel to action / Coaches to discuss further.

Fridays: We were due to hold track training 6.30-7.30pm at the Prince of Wales stadium from 6 April to 27 July and Eoin had booked the track for this. Charging members and publicising was to be discussed. Initially this will be cancelled but there might be a chance of holding some sessions later in the season. If/when sessions start, they will be led by Coaches but I would like to request that LIRFs could lead a session if a Coach is unavailable.

Eoin, Tim, Natalie & Helen successfully completed their LIRF training in Jan. A full list of LIRFs is on the Training page of the website.

Actions completed

I reminded members of the need to meet promptly on Mons & Weds.

Business cards – Although this was down as Jon's action it's something I have been thinking about for a while so I sent some ideas to Gavin and asked him to put it into the correct format. Thank you to the committee for their comments – the final version has been printed by Andrew Paterson's company (free of charge) and 300 have been collected. These were to be given out at the Striders parkrun takeover in March but can obviously be used at any point. Everyone on the committee can have some each to give out to people who they think might be interested.

Flyers – We have a small stock of old ones but we could look into getting them updated.

Gift for Brendan – Action completed, as I ordered a voucher for 'Cook' from the club to be sent to Brendan's house, for which he expressed his thanks.

Amelia Mullins
Club Coach



ANNEX B

PAPER 2 THE ROAD RACE SERIES

Standings so far:

1st Male - Andrew Gage
2nd Male - Mike Speke
Joint 3rd Male - Tim Brock/ Ed Thompson
1st Vet 40-49 - Gary Smith
1st Vet 50-59 - JJ Wilson
1st Vet 60-69 - Edward Collier

1st Lady - Amelia Mullins
2nd Lady - Helen Knight
3rd Lady - Amanda Steer
1st Vet 40-49 - Fiona Brady-Miller
1st Vet 50-59 - Fiona Woods
1st Vet 60-69 - Sue Clark (**Please can Gavin confirm if she is still a member or not?**)

Fisson 20 Mile Race

Mike Speke asked us if we could include his results for this in the race series (it isn't currently). Just to run it by the committee, we said No to him, as this would not be fair on other members. The races included in the series were clear to everyone from the outset.

Covid-19

The Reading Half Marathon, Tewkesbury Half Marathon and Berkeley 10K were still to be run.

- The Reading Half has been postponed (no current date)
- At present, they intend for the Tewkesbury Half to go ahead as planned on 10 May, but in the event that they have no option other than to postpone the race (which is likely), they will seek to re-schedule to mid-September.
- Berkeley 10K have not yet said anything, but again it is very likely it will need to be postponed.

Options

Option 1 - Cancel the series

Option 2 - Finish this now based on the standings so far (we have had 10 races so far, and there are 3 left)

Option 3 - Wait until the three remaining races have been completed

Actions

Can each committee member confirm their preferred option?

Will Pearce and Sophie Longmore

Club Captains



ANNEX C

PAPER 3 TREASURERS REPORT

Bank Balances

	Balance	Previous Balance	Movement
Main Account	£6,026.63	£7,376.64	-£1,350.01
Social Account	£0.00	£0.00	£0.00

Notable Transactions since last committee meeting (12th Jan)

Date	Description	Payment	Receipt
26/01/2020	Staverton 10 Entries on the day		138.00
26/01/2020	Staverton 10 Marshals refreshments	214.00	
26/01/2020	Staverton 10 charity donation	300.00	
04/02/2020	Local Medical Services: Staverton 10	220.00	
04/02/2020	Lush race timing: Staverton 10	302.00	
04/02/2020	Phillips, Hedley: Sales of old kit at Staverton 10		60.00
25/02/2020	Fiona Brady-Miller CLC quiz	150.00	
11/03/2020	Fastrax: Club Vests	228.00	
11/03/2020	Midland Road Relays entries	180.00	
23/01/2020	Amelia Mullins: Cook vouchers for Brendan Ward	100.00	
24/01/2020	Barber Industries Libertine: T-shirt Sponsorship		90.00

Quiz Night

Eoin McQuone	£10
Joel Freeland	£10
Karlien Heyrman	£10
Gareth Harries	£10
Amelia Mullins	£10
Nick Ledwold	£10
Rachael Cary	£10
Rachel Vines	£10
Charlie Haward	£20
Paul Northup	£10
Sophie Longmore	£10
Tom Kabala	£10
Hedley Phillips	£10
Karlien Heyrman	£10
TOTAL	£150



ANNEX D

PAPER 4 MEMBERSHIP UPDATE

91 registered EA athletes - 59 men, 32 women

1 new member since 15/01/2020 - Issy Ravenhill

1 in progress new member - Catherine Wheeler (club transfer taking a while, hopefully complete first week of April)

1 new member application deferred until 1st April - Ryan Taylor

1 possible new member used the Contact Us form asking about the membership process. I emailed back with information and website links and said to try Mon/Weds sessions until 1st April and then apply - Martin Perks

Actions

Implement online payment for memberships **done** online membership form on new website.

All members to sign new membership forms with the updated privacy form **ongoing** will email and FB post members soon (once fees confirmed) that they must renew by completing online membership form.

Membership forms to be scanned and securely stored in the club OneDrive account **done** online membership form responses copied from Microsoft Forms responses spreadsheet to spreadsheet stored in the clubs OneDrive's membership folder.

Email Captains and Coaches when a new member joins the club **done** welcome email with useful info/names now sent to new members and ccd to captains/coaches.

Membership charge for 2020/21

EA registration fee increasing to £16 from 01/04/20.

EA online payment fee is 25p + 2.25% per transaction.

Current net fees for 2019/20

Full year: £29 - £15 - 90p = £13.10

Half year: £16 - £15 - 61p = £0.39

Second claim: £14 - 57p = £13.43

Proposed new fees for 2020/21

Looking at 2019/20 net full year fee, club charges £13.10, approx £1 per month.

Assume club charges all membership types £1 per month plus cost of EA's online transaction fees, this gives new 2020/21 fees:

Full year: 12x£1 (club) + £16 (EA registration) + £1 (EA online fee) = £29 (net £12.10)

Half year: 6x£1 (club) + £16 (EA registration) + £1 (EA online fee) = £23 (net £6.23)

Second claim: 12x£1 (club) + £1 (EA online fee) = £13 (net 12.46)

I suggest the new 2020/21 fees are

Full year: £29 (no change)

Half year: £23 (£7 increase)

Second claim: £13 (£1 reduction)

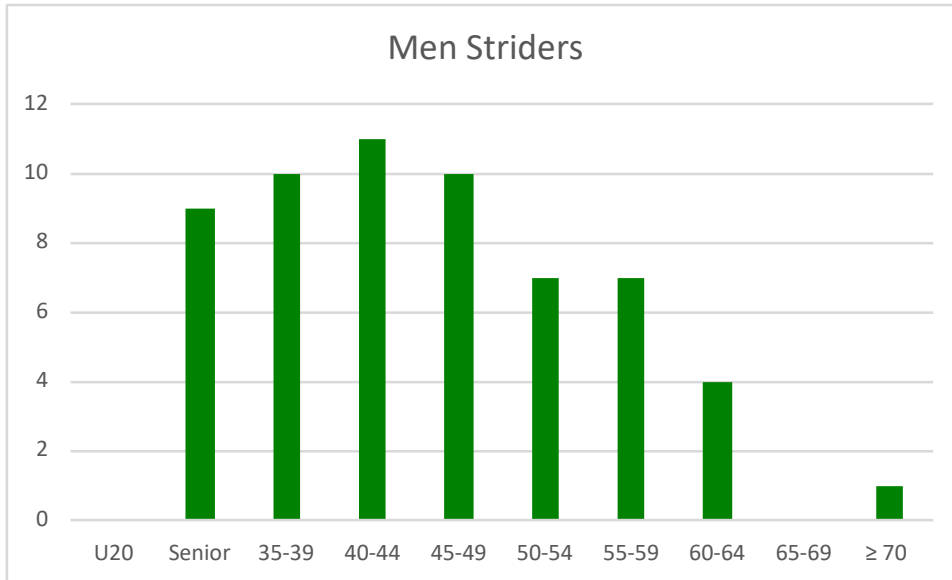
Need to agree new fees before I can issue the renewal reminder email and FB post.

Hopefully by Sun 22 March - gives 10 days noticed before Wed 1 April renewal date.

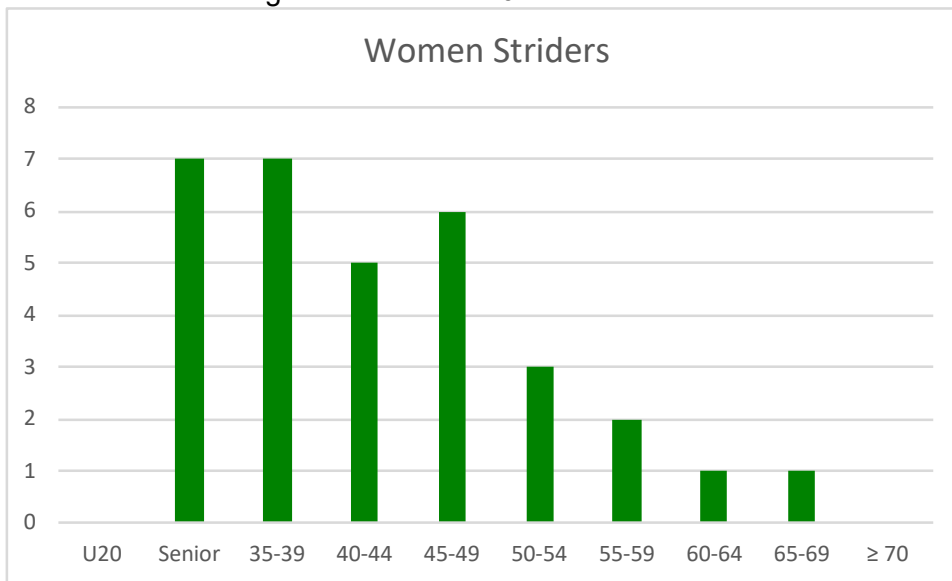


ANNEX E

PAPER 4a MEMBERSHIP UPDATE



Men Total: 59 65%
Average age: 44.7
Min age 23
Max age: 70



Women Total: 32 35%
Average age: 42.5
Min age 25

Max age: 69

Total 91
Average age 43.9

@ 17 Mar '20



ANNEX F

MEMBERSHIP CHARGES FOR 2020/21

The EA athlete registration fee is increasing to £16 from 1st April 2020.

<https://www.englandathletics.org/athletics-and-running/athlete-registration/athlete-registration/>

It is therefore recommended to consider a review of the current yearly membership fee in light of the EA fee increase to ensure costs are covered and the club maintains a healthy level of subscription income to fund club activities.

The **full year** membership fee is £29, of which the club receives **£13.10** after the current £15 EA registration fee and 90p online payment fee is taken.

The **half year** membership fee is £16, of which the club only receives **39p** after the current £15 EA registration fee and 61p online payment fee is taken.

The **second claim** membership fee is currently £14, there is no EA fee involved (£29 - £15 = £14) but there is a 57p online payment fee, meaning the club receives **£13.43**.

For reference the current fees of some other local clubs are detailed below:

Almost Athletes

£28 per annum to 31 March

£13 second claim

No mention of half year membership

Cheltenham Harriers

They have lots of membership types e.g. U17, U20, Over 65

£35 adult senior full membership

£20 adult senior training membership (no EA registration)

£15 second claim

Gloucester Athletic Club

£45 senior full year

£30 senior half year from 1st Oct

£27 concession full year (forces, 65+, unemployed)

£21 concession half year from 1st Oct

£33 student, U17 full year

£33 student, U17 half year

Stroud and District Athletic Club

£20 adult membership

£12 senior membership (DOB < 31/03/1954, 65+?)

+ optional £16 EA registration

Cirencester Athletics Club

£37 individual affiliated (age 14 and above inc seniors)

£22 individual non-affiliated (age 14 and above inc seniors)

£26 juniors
£16 second claim

Recommendations

1. Increase the £29 yearly membership fee to cover the rise in EA registration fee, or use existing club funds to cover the increase.
2. Increase the half year fee to cover club costs or consider not offering a half year membership option.
3. Continue to use the formula for second claim membership with it increasing if the full year fee increases.

The committee are asked to review the proposals and agree next steps.

Gavin Jerman
Membership Secretary



ANNEX G

SOCIAL UPDATE

Socials update as follows:

Quiz night - Striders made up two teams at a charity quiz night organised by Fiona to raise funds for CLIC Sergeant as part of her London's Marathon venture. Enjoyable evening with a good turn out from the club and great to show so much support for a fellow club member and a great cause.

Pilates taster session - gauged interest amongst members. Seems to be sufficient numbers to go ahead with this. Found a suitable venue, but given the Covid19 situation this had been put on hold until a later date.

Summer social - given the Covid19 situation it is proposed to put this on hold for now. Depending on how things develop suggest either a late summer party (to include the awards) or some informal drinks once the pubs are open again. Awards could move to the Christmas party or AGM if necessary.

Action: Tom to review before next committee meeting.

Action: Committee to consider when to run the annual awards

Tom Kabala

Social co-ordinator



ANNEX H

KIT UPDATE

Release a communication to members informing them of the new Kit Co-Ordinator.
Complete.

Organise a sale of current kit to members.

Sale items are mostly T-shirts (and two hoodies), so this will be done in the summer.

Ascertain options for introducing a single style of t-shirt in standard club colours.

Working up options with SilverFX and Gloucester Sports. Price point is £24.95. See ideas below.

SilverFX

Training Shirts - Short Sleeve



Hedley Phillips
Kit co-ordinator



ANNEX I

WEBMASTERS REPORT

Launched

The new website is live and is working well. In particular the new fixtures page is the second most popular page after the homepage. The table on this page is sortable and searchable and old events are now being removed automatically. The races shown are key local events that have been highlighted, but there are many more that could be added and the webmaster and club captains would welcome members to provide races they are aware of that can be added to the site.

The training page has been updated and includes the latest routes. There are now maps and GPX files for a number of our training run routes. If you are a Strava user and have completed some of the routes without GPX files, please do let me know and provide a link and I will add them to the site. GPX files allow compatible running watches to plot course information and provide directions and off-course alerts.

What's next?

- Next up is improving the functionality around the images displayed on the homepage and to add an image gallery page.
- Then looking to create some 'landing pages' to try and use search engine optimised content to drive more traffic to the website.

How can you help?

The club is about its members and one of the most appealing things to potential new members is seeing an active club, so if you have any stories, race reports, want to brag about a new PR/PB, have found a new route or course then please let us know.

Users ▾ by Town/City

TOWN/CITY	USERS
Cheltenham	134
Chicago	95
London	66
Gloucester	51
Irvine	20
Bristol	19
Cardiff	11

Users ▾ by Country



COUNTRY	USERS
United Kingdom	408
United States	135
China	7
Spain	5
Hong Kong	3
India	3
Japan	3

Views by Page title and screen class

PAGE TITLE AND SCREEN CLASS	VIEWS
 CLC Striders	1.2K
Fixtures CLC Striders	392
Latest News CLC Striders	246
CLC Striders Train...ons CLC Striders	233
Staverton 10 CLC Striders	217
About CLC Striders	169
Membership CLC Striders	149