



**Wymondham Athletic Club  
Minutes of Committee Meeting  
Held on Tuesday 3 December 2019  
At the Queen's Head**

**Present:** Tony Beales (Chair), Cindy Burgess - Secretary, Katie Whitmore, Richard Morris, Michelle Barker, Tony Gentry, Andrew Lane, Ian Sturgess, Steve Ely, Mark Banfield, Robert Winner

**1. Apologies for Absence**

Apologies for absence were received from Tracey Salisbury.

**2. Minutes of the Last Meeting**

The Minutes of the meeting held on 22 October 2019 were approved with one correction under AP245 - Mark was a contact on Whatsapp not a coach.

**3. Matters Arising not covered by the Agenda & Action Log Update**

**3.1 Matters Arising:**

There were no matters arising.

**3.2 Action Log Update**

AP268: Tony had liaised with Dave about a photobook for Dennis. David to obtain photos from

AP269: Accident book had been obtained. Need to remind coaches to enter accidents into the book.

AP272: It was noted that KP was still not locking up behind us on a Monday. Katie to contact them to find out if it would be possible for us to have a key so we could do it ourselves.

AP274: Ian had been added to the Dropbox but Michelle was still unable to access it. Katie to look into it.

AP276: Andrew said they had not yet managed to get online banking working for him yet, but he now had a new link which he was confident would work.

AP283: Kett's Park has said that we can provide our own mulled wine and heat it up in their kitchen. Richard offered to take charge.

The following Action points were closed: AP268, AP270, AP271, AP272, AP273, AP275, AP276, AP277, AP279, AP280, AP281, AP282, AP283, AP284, AP285, AP286.

**Action Points:**



- **Remind coaches to enter accidents into the Accident Book. CB**
- **Ask KP if we could have a key to lock the door while out running. KW**
- **Richard to arrange for mulled wine and mince pies for Christmas Lights run.**

#### **4. Finance and Membership Update**

Rob reported that membership was up to 241 and income from membership subscriptions up on last year. Funds were coming in for the NYD 10k. Major outgoings had been for kit, Chiptiming deposit and a last payment for Hethersett Old Hall School.

#### **5. Membership Secretary**

Tony B reported that Tracy Stevens had decided to step down from the position of Membership Secretary at the end of March. Tracy had suggested that if we got someone now she would be able to settle them in before she stepped down. Tony G had offered to take the job on and the Committee were pleased to accept his offer. Tony B said he would notify Tracy and Tony G would liaise with her. He said that he would be keen to encourage online registration and payment. Rob said that there was a charge for doing that so we would need to cost that out.

While talking about Club duties Tony B mentioned that an additional person was required to help update the website. Cindy had been doing it but it really needed at least one other and, in order to future proof it, probably two. Richard had already offered to help out and Michelle also said that she would be willing. Cindy to arrange the training for the New Year.

#### **Action Points:**

- **Tony G to liaise with Tracy re taking over as Membership Secretary.**
- **Cindy to arrange website admin training for Richard and Michelle.**

#### **6. Awards Night 2019**

Michelle reported that 41 places had been reserved so far, although she was not giving out tickets until payment had been confirmed. A piece about the night to go in the next Newsletter should include information on room concessions. She should have the menus by the next meeting for the Committee to choose the options

Michelle also said she was happy to organise voting for the Awards, although would appreciate help with that. Gavin had agreed to provide the stats necessary for selecting nominations approximately one week before our January meeting and he would come along to the meeting to explain all the information. It had previously been decided that we should ask the nominees to write their own short resume.

It was suggested that we ask Tracy if she could obtain the actual trophies again as she had been happy to do that in the past. Katie remarked that we should try and avoid plastic if possible.

#### **Action Points:**

- **Include information on room concessions in the January Newsletter. MB**
- **Ask Tracy if she would be happy to source the Awards. MB**



## 7. Coaching

Tony B reported on the Coach's meeting held on 25 November. The main points were:

- Tony B was going to take over responsibility for the additional cross country training and had a meeting arranged with Kim to discuss that.
- The final Circuit Training would be on 12 December and to date no alternative venue had been found. For summer track training, Kim thought that Wymondham High School might be available.
- Friday night track training was going to continue through January and February, although numbers had dropped slightly so coaches need to encourage attendance from all groups.
- Kim was sourcing running tops with "WAC Coaching" embroidered on them. It was suggested that Steve could source these through EPIC, although that might mean a minimum order. Tony B to mention this to Kim at their meeting.

Mark mentioned that groups seemed to be out running by as early as 6:50 some Mondays, which could mean people missing their group. It was recognised that we did state on the website that running started at 7. It was suggested that this should be changed to "Notices at 6:40 followed by running once notices were finished."

### Action Points:

- **Tony to mention EPIC for sourcing Coach's tops to Kim.**
- **Change wording on website re running when notices finished rather than at 7.00.**

## 8. Target Races 2020

Tony B had messaged Jet to get her opinion and she thought one Wroxham 5k, one Yarmouth 5 mile and Holt 10k. The point of target races was to encourage more people to go along and focus training on those races. After discussion it was agreed we should target a 5k, 10k, 10 mile, half marathon and relay. Tony B would contact Jet for her opinion

Cindy mentioned that we would need a new Calendar for 2020 to go on the Website. In the previous 2 years, this had been based on the ANNRC Fixtures List, with our own dates added in. Andrew said he would liaise with Tracey to get this done and send to Cindy for the Website before 1 January.

The NYD 10k was discussed and the possibility of opening up for entries earlier in the year. Andrew didn't think there would be much advantage in doing that. Rob suggested that if it didn't sell out this year it might be worth discussing opening it before the EAMA race. Andrew commented that we had discussed whether EAMA would affect our race before we had agreed to help but it had been thought right to support South Norfolk because of their support of us in getting Kett's Park as our HQ.



Mark noted that we had no Men's Captain at the moment and the Committee thought he would be ideal for the role. Tony B to announce at next Club night. It was agreed that the Captains should have a few words on Club nights, alternate between Men's, Mark and Ladies, Jet.

**Action Points:**

- **Tony B to consult with Jet about the Committee's ideas for target races.**
- **Andrew to liaise with Tracey to produce a 2020 calendar and send to Cindy for website.**
- **Tony B to announce Men's Club Captain at Club night.**

**9. Race Subsidies**

Rob had prepared a Cashflow forecast as requested. Last year we paid for a coach to Parliament Hills, the Alex Moore Relay and the Round Norfolk Relay.

The question of whether and what to subsidise was discussed. Parliament Hills was discounted as there were only 6 people who wanted to do it and for that number it was probably best just to use their own cars. However, it was agreed that the Club would pay the SEAA joining fees. Ekiden and Alex Moore Relay were suggested. It was noted that Ekiden sells out very quickly.

There were various opinions, some felt the Club should not subsidise any races, others thought it should just be for entering the best teams into National events and the Round Norfolk Relay.

It was eventually agreed that Ian would write a rationale on the principle of subsidising events and which events to subsidise for discussion at our January meeting.

**Action Points: Ian to write a rationale on the principle of subsidising events.**

**10. Safeguarding**

Mark said there had were no safeguarding issues to report on. Michelle was to become deputy Safeguarding Officer. Mark and Michelle would liaise and then announce to the Club. They would send to Cindy any resulting changes for the website.

**Action Points:**

- **Mark to announce change of Deputy at Club night.**
- **Mark/Michelle to send any required changes on the Website to Cindy.**

**11. Club Kit**

Some sizes of the long sleeved tops had sold out. Some ladies had requested extra small size. It was agreed that Steve should order 20 more of men's and ladies. Andrew and Steve to liaise about order size breakdown.

Club Vests: Steve had brought samples of two types of material with normal back and racer back. It was agreed to go with the lighter material. There was some debate on the style as with the normal style EPIC had said the whole side panels would need to be chequered. Most



people preferred the normal style rather than racer back. Steve to ask if they could print the side panels with just one row of chequers on them and obtain a mock up.

Steve had sent round a link to Kit Factory for our online shop for testing. He brought in samples of polo shirts which could be personalised with initials. Agreed to go with the cheaper material. Steve to check whether they would be printed or embroidered, whether having website address on back would cost extra. Preferred colours were black/white/WAC purple.

It was agreed that Steve should arrange for the Website to go live straightaway.

#### **Action Points:**

- **Order more long sleeve tops, liaise with Andrew re sizes. SE**
- **Ask EPIC about printing chequers on normal style club vests. SE**
- **Check on cost of having website address on the back of the polo shirts. SE**
- **Arrange for online shop to go live. SE**

#### **12. Future Meeting Dates**

21 January 2020, 7.30 at The Queen's Head

#### **13. Any Other Business**

13.1 Richard said he would like to resurrect the Music Quiz for next year together with Andy Stratton and David Hazleton in an advisory capacity. This was agreed.

13.2 Richard opened a debate about the Club Points System. He felt that with the points at 150, it was now very expensive to enter enough races to get those points. He had found that some Club members managed to get as many as 90+ points from simply doing parkruns, which were free. For those who could not do parkruns on Saturdays, this was a big disadvantage. He understood that the idea behind the Points System was to encourage members to represent the Club at races. parkrun was not a race and members were not representing the Club at these events.

All Committee members were asked for their opinion on removing parkruns from the Points System. Most agreed that it was a bit of an anomaly but felt that it was very popular with Club Members and might not be well received.

Ian remarked that the history of the Points System went back years and it was never envisaged or intended that it would in any way become a ranking system but was intended to simply acknowledge commitment of people. (It was noted that the introduction of the "top 3" was a recent addition to the system.)

Other points raised were:

- It could encourage people to race too often.
- The possibility of linking to a Club Standards system.
- It was a good system of rewarding those who would never win a prize in a race.
- Possibility of having a different rewards system just for parkruns.
- Midweek cross countries were another case when not everyone was able to attend.



- Any proposed changes should be put to the membership.
- Could include just the parkrun of the month in Points System.

It was agreed to set up a working group to review the whole system and come up with suggestions to put to the membership. The working group should include Gavin and Eva and two Committee members, Richard and Ian.

13.2 Tony G had obtained new, better quality maps for both our 10k and 20 mile races.

**Action Points:**

- **Set up working group to review the Points System. RM/IS**

The Meeting closed at 9.55