**President -** Mrs G. M. Duckworth

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| **Hon Treasurer**Mr R SeldonBlair DrummondHeath Park RoadLeighton BuzzardLU7 3BB07805 805432 | **Chairman**Mr J Lowe362 Bideford GreenLinsladeBedfordshireLU7 2TX07969261972 | **Hon Secretary**Mr M Furness30 Mentmore RoadLinsladeBedfordshireLU7 2NZ07944051136 |

**Agenda for Committee Meeting**

**11 December 2023 @ 7:30pm**

1. **Apologies for Absence**

Sara Lowe

This will be Warren’s last Committee meeting as he is stepping down. JL took the opportunity to thank Warren for his outstanding contribution to the Committee as Junior Representative over many years.

1. **Matters arising from previous meetings**
2. Survey to be produced to canvas views on awards night format (JD) *JD has produced the survey and JL will disseminate in the New Year.*
3. A Social Secretary will be sought (JL) *Request will go out in the next Newsletter.*
4. A group of regular tail runners will be established for Tuesday/Wednesday night runs (JL/AH) *This has been completed and details will be provided in the next Newsletter.*
5. Female run leaders for Wednesday nights will be sought (JL) *Liz Peters has volunteered and it is hoped others may come forward.*
6. A poll will be created asking for preferences between a 19:00 and 19:15 start time for Tuesday and Wednesday nights (JD) *Ongoing, JL will complete.*
7. A communications plan will be created (JL) – *Ongoing – JL/SL will complete.*
8. JL will agree with SL and RF how they and other volunteers can best work together to deliver the communications plan (JL) – *JL is in discussion over the ownership of internal comms. It was agreed Committee Meeting Minutes will be put on the Club website and communicated to members (MF/SD).*
9. **Provision of Membership Data to Committee (AH)**

It was agreed that this will be provided from EA website to the Committee each quarter. New members would be listed in future newsletters.

1. **Upkeep of social media groups (SD)**

SD will continue the ongoing maintenance of the Strava group and various social media groups.

1. **2023 /24 Fixtures and Events (SD)**

SD will schedule next season’s fixtures in early in the New Year

1. **Secretary’s Report and Correspondence (MF)**
	1. **AGM arrangements**

It was agreed that the AGM would take place on the 28th February at the Canal Street Café. Food will be provided to attendees. MF will make progress arrangements.

1. **Welfare Officer’s Report (JD)**

Jeni Read is working through her qualifications as welfare officer and the welfare section of the website will be updated by SD.

1. **Treasurer’s Report (RS)**

Although the PayPal account is still operating, the Barclays current account has been closed due to the Club’s change in status from Business to Charity. A cheque has been provided for the balance. Pete Mackrell is progressing the opening of a new account with the Co-op Bank.

1. **Junior Section Update (WR/JL)**

Thursday training is ongoing. The change in bank accounts has resulted in delays to Junior membership refunds.

JL is aiming to gain a CiRF qualification with a view to take over the running of Thursday nights from WR, assisted by other volunteers.

1. **Publicity Officer’s Report (SL)**

JL presented a report on social media metrics. A comms plan is being produced and Members discussed other ways to enhance the Club’s brand and reach.

1. **Club Achievements (SD/RM)**

Coralie was PoTM in October for her run at Chicago Marathon. Coralie ran a PB, a club record and became the 6th fastest lady in club history at the marathon.

Also some great performances by: Ruth Mitchell, who got a big PB Chicago and is now the second fastest marathon runner in club history. Nassim Gribi ran sub 3 at the Loch Ness marathon. Will Harding ran two half marathons, getting a PB at both.

In November PoTM went to Rick Hill for achieving his goal to complete a marathon before his 40th birthday in a 4:15 solo effort.

Rachel Fawcett finished 1st woman and 2nd overall at the Copthorne 50 mile race, Jo Dear ran the New York Marathon as she makes another comeback, Rob Elmore finished 3rd overall at the Lanzarote challenge, and Pete Mackrell finished 2nd at the Lanzarote challenge and then ran a 2:37 marathon the following weekend.

It was agreed that a new category for recognition would be introduced in 2024, recognising the more general contribution members make to the running of the Club.

1. **Any Other Business**

Nothing raised.

1. **Date for Next Meeting:**

Agreed Actions:

1 MF to progress AGM arrangements

2 Member contribution recognition to be introduced in 2024 (SD/RM)

3 SD to update welfare pages on website.