

Avon Valley Runners Committee Meeting

Held at TRFC
6th February 2024



| Committee members present | |
|---------------------------|------------------------|
| Sara Robert | Chair |
| Vicky Bodman | Vice Chair |
| Dave Hyde | Honorary Secretary |
| Katie Oliver | Assistant Secretary |
| Simon Reeves | Treasurer |
| Martin Russam | Road Race Secretary |
| Hayley Anderson | Minutes Secretary |
| Caroline Scott | AVT Secretary |
| Jay Sims-Bagshaw | Committee Member |
| Also present | |
| Gary MacAlister | Cotswold Relay |
| Felix Young | Interested in RD roles |

The Chair opened the AGM at 20:22 pm

| Item | Minute | Action |
|------|---|--------|
| 1 | <p>Welcome and apologies for absence. Declaration of quorum.</p> <p><i>The Chair welcomed all.</i></p> <p><i>Apologies received from: Emma Day (Membership Secretary), Debbie Ellis (AVR Youth Secretary), Julian Roughley (committee member), Andrew Sharett (Off Road Race Secretary) & Sandra Sharrett (Safeguarding Lead).</i></p> <p><i>The meeting was declared quorate.</i></p> | |
| 2 | <p>Review and Approval of the minutes of the AVR Committee meeting held on 11/01/2024</p> <p><i>The minutes of the AVR Committee meeting held on 11th January 2024 were approved as a fair and accurate record of the meeting.</i></p> | |
| 3 | <p>Reports</p> <p><i>Relevant committee members are encouraged to provide a brief written report / update in advance of the meeting, which are circulated to the committee via the Secretary. Committee then noted and discuss as required.</i></p> <p>a. Treasurer's report</p> <p><i>Simon read through the income and expenditure Report which can be found in Appendix one.</i></p> | |

b. Kit Report

Hayley Chapman sent through the latest stock report.

| | Size | Quantity | | Size | Quantity |
|--------------------|-----------|----------|-----------------|-----------|----------|
| Men's T Shirt | XS | 3 | Ladies T Shirt | XS | 4 |
| Men's T Shirt | Small | 5 | Ladies T Shirt | Small | 3 |
| Men's T Shirt | Medium | 3 | Ladies T Shirt | Medium | 7 |
| Men's T Shirt | Large | 2 | Ladies T Shirt | Large | 3 |
| Men's T Shirt | X Large | 4 | Ladies T Shirt | X Large | 4 |
| Men's T Shirt | XX Large | 5 | Ladies T Shirt | XX Large | 3 |
| Men's T Shirt | XXX Large | 3 | Ladies T Shirt | XXX Large | 2 |
| | Total | 25 | | Total | 26 |
| | | | Ladies Vest | XS | 4 |
| Men's Vest | XS | 5 | Ladies Vest | Small | 3 |
| Men's Vest | Small | 6 | Ladies Vest | Medium | 4 |
| Men's Vest | Medium | 4 | Ladies Vest | Large | 13 |
| Men's Vest | Large | 6 | Ladies Vest | X Large | 3 |
| Men's Vest | X Large | 4 | Ladies Vest | XX Large | 4 |
| Men's Vest | XX Large | 4 | Ladies Vest | XXX Large | 2 |
| Men's Vest | XXX Large | 2 | | Total | 33 |
| | Total | 31 | Ladies Crop Top | Medium | 7 |
| | | | | | |
| | Size | Quantity | | | |
| AVR High Vis | Medium | 2 | | | |
| AVR LED Beanie | | 1 | | | |
| AVR Regatta Jacket | Small | 4 | | | |
| | Medium | 4 | | | |
| | Large | 3 | | | |

c. Road Secretary Report

No report provided.

d. Off Road Secretary Report

No report provided.

e. Membership report

| Membership Stats | January |
|--|-----------|
| Number joined in month | 13 |
| Number of brand new members this month | 8 |
| Number of EA members this month | 6 |
| Number of Life Members | 26 |
| Total number of members this year | 39 |
| Total number of paying members this year | 13 |
| Total number of EA members this year (inc changes to claims) | 6 |
| Total brand new members this year | 8 |
| Total Number of Youth this year | 1 |
| Total Number of SEN this year | 5 |
| Total Number of V40 this year | 4 |
| Total Number of V50 this year | 9 |
| Total Number of V60 this year | 5 |
| Total Number of V70 this year | 8 |
| Total Number of V80 this year | 7 |
| Percentage of Female members | 28% |
| Percentage of Male members | 72% |

| | | |
|-----------------|--|--|
| | <p>f. Avon Valley Triathletes (AVT)</p> <ul style="list-style-type: none"> • Annalie Ibison qualified for the European Champs for Aquathlon • Annalie and Keith recently ran a try an aquathlon which was a success. • Swimming sees an increase in numbers for all sessions - must be the January NY resolutions! • More AVT swim hats are being sourced. • Under investigation: The AVT working group is working on being more explicit on the rules for junior triathletes and reviewing age ranges of competitors, if possible, to see how plausible it would be to have age categories. • Tuesday cycling sessions at Castle Combe, positive response from Andy Cooke and we will proceed with advertising this to encourage bike skills and riding as a group. <p>g. AVR Youth</p> <p>Training has been going very well over the last few weeks and will continue up to Wednesday 7th Feb when we break for half term.</p> <p>We have new members joined who were doing Park Run and are enjoying the sessions and some trialling the sessions.</p> <p>I have spoken to Chloe Penny and her mum regarding her fundraising trip to Butan. She has confirmed the following:</p> <p>She will do a short presentation at the awards evening at the beginning of the evening to highlight her challenge and her proposed fundraising ideas that she is hoping club members will Support her with.</p> | |
| <p>4</p> | <p>Committee updates and Discussions (Items from the Agenda)</p> <p>- Cotswold Relay</p> <p>Gary joined the meeting to discuss whether we commit to two or three teams. Committee has agreed two team to start and Gary to speak with Chippenham about the minibus.</p> <p>- Westbury 5k</p> <p>Gary has confirmed the Westbury 5K is all good to go. Waiting for confirmation from Club Ice before Gary launches the event.</p> <p>May, June, July and then August handicap</p> <p>- AVR Half Debrief VB</p> <p>Would like to purchase another Gazebo (£850) and a blower and generator (£400) from the profits. Committee will bring this back to the table to be discussed in May as not need till the next event.</p> <p>- AVR Relay and Mob Match RDs SR DH</p> <p>Felix joined the meeting as was interested in becoming RD for AVR relay.</p> | |

| | | |
|---|--|--|
| | <p>AVR relay – 29th June (Dave Hyde to check with both Rugby Club to make sure we can use the venue on these dates)</p> <p>MOB Match – 20th June</p> <p>Action to ask previous RDs to see if they are able to do a handover with Felix</p> <p>- Track Maintenance Group and Whacker SR DH</p> <p>Site meeting with the company who look after the track. The bottom right corner is a problem and needs work done. Needs topping up and whacking to make it more useable.</p> <p>This has gone onto the agenda for the coaches meeting. Update/feedback will be provided to the committee during Marchs meeting.</p> <p>- Awards Going forward and Clarification VB</p> <p>Working group will be required to manage the Awards moving forward as Vicky Bodman cannot lead this next year. Vicky will speak with other members to see if anyone else will lead this.</p> <p>Clarification needed for the championship and rules around wearing AVR kit.</p> <p>Currently if you are entered into a race as AVR, the club can encourage that kit is worn but the club cannot dictate this. Unless specific races have this as are their rules such as Gwent league.</p> <p>- Members Brochures KLO</p> <p>Cost £180 to come out of the general pot, agreed by the committee.</p> <p>- AVT Info about Juniors CS</p> <p>Challenges with juniors competing in events as we don't have capacity for junior awards. We can however make sure we acknowledge their achievements.</p> <p>- Monthly Radio Slot (West wilts) VB</p> <p>Gary confirmed he will do the March slot for the radio station. Timetable/plan needs to be agreed for April onwards.</p> <p>- Off Road Scoring</p> <p>The way the off-road scoring is being completed needs to be looked into and possibly corrected.</p> <p>Committee have agreed that this needs to be corrected for this current season. Martin to speak with Tim to update information sheet. Andrew to correct this season's information.</p> | |
| 5 | <p>Actions required for Websites (to be sent to Will Hargreaves)</p> <p>1. No actions required</p> | |
| 6 | <p>AOB</p> <ul style="list-style-type: none"> Club Calendar has been updated by Martin, Martin to send to Hayley to keep a master copy to send out with the minutes. | |

| | | |
|---|---|--|
| | <ul style="list-style-type: none"> • Martin will start to push the Road League. Committee happy to support the minibus again as long the bus gets filled. • DB Max have offered to do discount for certain races if we can get a certain number of members entered. • Raffle prizes – Agreed that non normal kit can be used for the raffle. • Next month an update needs to be provided on where we are with making changes/updates following the club development survey. • Committee members need to have a section to introduce themselves in the monthly E news. • Entry central – Dave has advised that we are still working through tidying this up. | |
| 7 | <p>Committee Meeting Dates for 2024</p> <ul style="list-style-type: none"> - Due to be held at TRFC (Trowbridge) at 8pm on the first Tuesday of the month. <ul style="list-style-type: none"> ✕ 5th March ✕ 2nd April ✕ 7th May ✕ 4th June ✕ 2nd July ✕ 6th August ✕ 3rd September ✕ 1st October ✕ 5th November ✕ 3rd December | |

The Chair closed the meeting at 22:04 pm

Signed:

Date:

Appendix one.

AVON VALLEY RUNNERS - INCOME AND EXPENDITURE

Jan-2024

| | | |
|---------------------------------|------------------|--------------------|
| Balance b/fwd from: 31-Dec-2023 | | £ 12,680.02 |
| Income | | |
| Membership | £ 290.50 | |
| EA Subs | £ 34.00 | |
| Presentation Night | £ 300.00 | |
| Other Social | £ - | |
| Club Kit | £ - | |
| AVR Half | £ 10.00 | |
| AVR OTH | £ - | |
| AVR 5k | £ - | |
| Other AVR Races | £ - | |
| AVT | £ 43.68 | |
| Other Races | £ - | |
| Special Projects | £ - | |
| Coaching | £ - | |
| Volunteers | £ - | |
| Other | £ - | |
| Total Income | £ 678.18 | £ 13,358.20 |
| Expenditure | | |
| EA Subs | £ - | |
| Membership | -£ 12.98 | |
| Presentation Night | -£ 112.00 | |
| Other Social | £ - | |
| Club Kit | £ - | |
| AVR Half | £ - | |
| AVR OTH | £ - | |
| AVR 5k | -£ 30.00 | |
| Other AVR Races | -£ 27.00 | |
| Other Races | £ - | |
| AVT | -£ 226.80 | |
| Other | £ - | |
| Coaching | -£ 20.00 | |
| Volunteers | £ - | |
| Special Projects | £ - | |
| Fees | -£ 398.81 | |
| Tfr to Deposit A/C | £ - | |
| Total Expenditure | -£ 827.59 | |
| Balance as at: 31-Jan-2024 | | £ 12,530.61 |

| | | |
|---------------------------|--------------------|--|
| Financial Status | | |
| Bank account | £ 12,530.61 | |
| Money to be banked | £ - | |
| Unpresented Cheques | £ - | |
| Ledger Balance | £ 12,530.61 | |
| Balance in Deposit acc | £ 5,115.89 | |
| Total cash assets | £ 17,646.50 | |
| Stock of Club kit | £ 3,139.00 | |
| Cash held by EntryCentral | £ 50.00 | |
| Cash held by AVT | £ 1,470.02 | |
| Fixed Assets | £ 1,539.00 | |
| Total assets | £ 23,844.52 | |

| | | |
|----------------------------|---------------------|--|
| Cash Reconciliation | | |
| Nov | | |
| £ 20.00 | £ - | |
| £ 10.00 | £ - | |
| £ 5.00 | £ - | |
| £ 2.00 | £ - | |
| £ 1.00 | £ - | |
| £ 0.50 | £ - | |
| £ 0.20 | £ - | |
| £ 0.10 | £ - | |
| £ 0.05 | £ - | |
| £ 0.02 | £ - | |
| £ 0.01 | £ - | |
| | Cash £ - | |
| | Unpresented Cheques | |
| | | |
| | Inc Cheques £ - | |
| | As at: 31-Jan-2024 | |

| | | |
|-----------------------------|------------|--|
| Unpresented Cheques: | | |
| | £ - | |
| | £ - | |
| | £ - | |
| | £ - | |
| | £ - | |
| | £ - | |
| Total | £ - | |

| | | |
|---------------------------|------------------|--|
| Sub Accounts: | | |
| AVT | -£ 147.91 | |
| Future Projects | £ - | |
| Sub Accounts Total | -£ 147.91 | |

| | | |
|----------------------|--------------------|--|
| Budgets: | | |
| Fees | £ 4,601.19 | |
| Coaching | £ 2,480.00 | |
| Volunteers | £ - | |
| Social | £ 1,000.00 | |
| Presentation Night | £ 3,083.02 | |
| Budgets Total | £ 11,164.21 | |

| | | |
|------------------------------|------------|--|
| Committed Liabilities | | |
| | £ - | |
| | £ - | |
| | £ - | |
| | £ - | |
| | £ - | |
| | £ - | |
| Total | £ - | |

| | |
|--------------------------|-------------------|
| Available Balance | £ 1,514.31 |
|--------------------------|-------------------|