

Avon Valley Runners Committee Meeting

Held at TRFC
7th July 2024



Committee members present	
Vicky Bodman	Chair
Jay Sims-Bagshaw	Vice Chair
Dave Hyde	Honorary Secretary
Katie Oliver	Assistant Secretary
Hayley Anderson	Minutes Secretary
Andrew Sharett	Off Road Race Secretary
<i>Caroline Scott</i>	<i>AVT Secretary</i>
Julian Roughley	Committee Member
Also present	
Tim Burrell	Club Member
Andrew Hoddinott	Vice president

The Vice Chair opened the AGM at 20:34 pm

Item	Minute	Action
1	<p>Welcome and apologies for absence. Declaration of quorum.</p> <p><i>The Vice Chair welcomed all.</i></p> <p><i>Apologies received from: Simon Reeves (Treasurer), Martin Russam (Race Road Secretary), Debbie Ellis (AVR Youth), Sandra Sharrett (Safe Guarding lead), & Emma Day (Membership Secretary).</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 04/06/2024</p> <p><i>The minutes of the AVR Committee meeting held on 4th June 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>Report is attached in appendix 1.</i></p> <p>b. Kit Report</p> <p><i>No report provided.</i></p>	

c. Off Road Secretary Report

No report provided.

d. Road Secretary Report

No report provided.

e. Membership report

Membership Stats	June
Number joined in month	14
Number of brand new members this month	5
Number of EA members this month	5
Number of Life Members	26
Total number of members this year	292
Total number of paging members this year	266
Total number of EA members this year (inc changes to claims)	138
Total brand new members this year	31
Total Number of Youth this year	20
Total Number of SEN this year	55
Total Number of V40 this year	74
Total Number of V50 this year	73
Total Number of V60 this year	52
Total Number of V70 this year	11
Total Number of V80 this year	7
Percentage of Female members	48%
Percentage of Male members	52%

f. Avon Valley Triathletes (AVT)

Amazing AVT representation for GB at **ETU Europe Triathlon Multisport Championships Coimbra, Portugal 2024:**

- Sally Frawley - 14th in Europe in her age group for Sprint Duathlon
- Emily Dye - 11th in Europe in her age group for Sprint Duathlon
- Jenny Natrass (Doyle) - 8th in Europe in her age group for Sprint Duathlon
- Andy Jeffries - 13th in Europe in his age group for Sprint Duathlon
- Annalie Ibison - 11th in Europe in her age group for Aquathlon
- Suze McQuie - 12th in Europe in her age group for Aquathlon

I believe many have qualified for further GB events in 2025.

This month we saw **The Royal Windsor Triathlon (Sprint and Olympic) - Sunday 9th June** - We saw just under 10 represented. Frome Triathlon will have a strong representation next month - this is also an AVT focus event.

We are looking to have an AVT wave at the next Vobster aquathlon in July.

We continue to review the AVT tri suit options.

Next up

Sunday 7th July - AVT Focus event: Frome Triathlon (400m, 23km, 5km)

Saturday 20th July - AVT Segment Saturday

Wednesday 17th July and 21st August - Cotswolds Lake 62 Evening Event:

Friday 26th July - Vobster Aquathlon - we are hoping to get an AVT wave going for the 750m swim + 5k run! Watch this space for more info!

Saturday 3rd August - AVT Run to Breakfast

	<p>Sunday 18th August - YAW100k (Bike Sportive) Stampede Events Sunday 8th September - AVT Focus event: Lake 62 End of Season Relay (Super Sprint) Wednesday 11th September: AVT FOCUS EVENT: AVT TT Castle Coombe (DBMax)</p> <p>g. AVR Youth</p> <p>No report provided.</p>	
<p>4</p>	<p>Committee updates and Discussions (Items from the Agenda)</p> <p>- Trowbridge Running Club</p> <p>They will be using the track on Friday night. AVR received half the monies for this booking.</p> <p>-Treatment With TRFC</p> <p>As a club we need to make more of the agreement that we have with TRFC. We have four socials evening where we can use the facilities.</p> <p>- Update On Tims Proposal</p> <p>Responses can be found in Appendix 2. Since results have been shared responses have increased to 62.</p> <p>Some responses have mentioned that this plan could also benefit them in more ways than running.</p> <p>This will be the first time Tim has run these sessions and this will be the trail run where we can take learnings from this and hopefully run these sessions again.</p> <p>Tim needs to investigate how many he can run the course with safely.</p> <p>Hoddinott also noted that if we don't have enough LirFs that under ARC you don't need to be qualified to coach, lead a run.</p> <p>Tim will come back with an update on how runners will be selected to do the course.</p> <p>- Club Kit Update</p> <p>The current issue we have is asking someone to hold the kit at home and sell this. Sports Bug have offered to manage this for us with a handling fee £2-3.</p> <p>Committee discussed options of sports bug managing the kit and also the option of storing the kit at TRFC so its easily accessible on AVR run nights.</p> <p>Committee agreed to trial selling the Kit from TRFC, need to look at getting into our cupboard downstairs.</p> <p>Currently we are losing money on the cost price of the t-shirts, charges for sum up. We have not increased the costs for 9 years.</p> <p>Committee have agreed to order 50 tops/vets.</p> <p>Committee have agreed to increase the costs to £25.50 for a vest £27.50 for T-shirt.</p>	<p>DH</p>

	<p>- E A Grant Application (See Link 1, 2. 3. and 4)</p> <p>Katie to look at EA application supported by Dave</p> <p>- Summer Social</p> <p>8th September Summer Social – Date agreed with TRFC</p> <p>Sean, Fiona, Dave, Katie and Jay to organise the event.</p> <p>Working group to look into costs.</p> <p>- Trowbridge Local Area Board</p> <p>Vicky and David went to the local area board and we £1130 received and paid into our bank.</p> <p>- Promotion of AVR Externally and run groups / Sessions internally</p> <p>More promotion of the club</p> <p>Advertising of our event C25K/ Races/ all our events</p> <p>Also need to look at increasing LiRFs on a Monday evening as need to offer another run group in between Tim and Hayleys group.</p> <p>- Position of Chair. Advertising Timelines</p> <p>Wednesday 3rd July the role of Chair will be advertised for 2 weeks and an EGM will be held to vote in a new chair.</p> <p>Application will be submitted via email and candidates need to apply answering the following questions:</p> <p>Why are you interested in the role Chair</p> <p>What can you bring to the role of Chair</p> <p>- AVR Event and Race Equipment and Ownership See links 5 and 6</p> <p>Dave to speak to Ed about shelving in the lock up</p> <p>Blower and generator still need's to be purchased, this was agreed to come out of the AVR budget.</p> <p>- Information Board</p> <p>TRFC have agreed that we can put a board up by the track so that we can advertise AVR events, sessions etc</p> <p>- Club Calendar</p> <p>Active Trowbridge – set up 8am till 9am. Event is 11am till 4 pm currently have 5 people helping.</p> <p>We have three AVR events coming up over the summer:</p>	<p>KO & DH</p> <p>KO</p> <p>ALL</p> <p>KO & DH</p> <p>DH</p>
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	<ol style="list-style-type: none"> 1. Track Championships 17th July 2. Westbury 5K in August 3. Bern Col Relay – Denise 	
5	<p>Actions required for Websites (to be sent to Will Hargreaves)</p> <p>Chair role to be advertised on the Website</p>	
6	<p>AOB</p> <ul style="list-style-type: none"> ● Melksham session for AVT on a Thursday has numbers dropped off. Club to look at advertising the sessions out. Open water swimming could also be a reason for this. ● AVT section of the newsletter – articles are slightly different to what has been submitted. Caroline to be added to the proof-reading group. 	
7	<p>Committee Meeting Dates for 2024</p> <ul style="list-style-type: none"> - Due to be held at TRFC (Trowbridge) at 8:15pm on the first Tuesday of the month. <ul style="list-style-type: none"> ✕ 6th August ✕ 3rd September ✕ 1st October ✕ 5th November ✕ 3rd December 	

The Vice Chair closed the meeting at 10:10 pm

Signed:

Date:

Appendix 1 – Income and expenditure report

AVON VALLEY RUNNERS - INCOME AND EXPENDITURE		Jun-2024	
Balance b/fwd from:	31-May-2024		£ 12,094.40
Income			
Membership	£	621.00	
EA Subs	£	152.00	
Presentation Night	£	-	
Other Social	£	-	
Club Kit	£	88.00	
AVR Half	£	338.00	
AVR OTH	£	-	
AVR 5k	£	1,193.00	
Other AVR Races	£	168.00	
AVT	£	35.00	
Other Races	£	-	
Special Projects	£	-	
Coaching	£	-	
Volunteers	£	-	
Other	£	1,130.00	
Total Income	£	3,725.00	£ 15,819.40
Expenditure			
EA Subs	-£	758.00	
Membership	-£	58.42	
Presentation Night	£	-	
Other Social	£	-	
Club Kit	-£	1.13	
AVR Half	-£	16.90	
AVR OTH	-£	1,250.00	
AVR 5k	-£	739.90	
Other AVR Races	-£	29.47	
Other Races	-£	167.87	
AVT	£	-	
Other	£	-	
Coaching	-£	234.48	
Volunteers	£	-	
Special Projects	£	-	
Fees	-£	375.16	
Tfr to Deposit A/C	£	-	
Total Expenditure	-£	3,631.33	
Balance as at:	30-Jun-2024		£ 12,188.07
Financial Status			
Bank account	£	12,188.07	
Money to be banked	£	-	
Unrepresented Cheques	£	-	
Ledger Balance	£	12,188.07	
Balance in Deposit acc	£	5,165.77	
Total cash assets	£	17,353.84	
Stock of Club kit	£	2,500.00	
Cash held by EntryCentral	£	50.00	
Cash held by AVT	£	1,522.19	
Fixed Assets	£	1,539.00	
Total assets	£	22,965.03	
Cash Reconciliation			
£	20.00	£	-
£	10.00	£	-
£	5.00	£	-
£	2.00	£	-
£	1.00	£	-
£	0.50	£	-
£	0.20	£	-
£	0.10	£	-
£	0.05	£	-
£	0.02	£	-
£	0.01	£	-
Cash	£	-	
Cheques	£	-	
Inc Cheques	£	-	
As at: 30-Jun-2024			
Unrepresented Cheques:			
	£	-	
	£	-	
	£	-	
	£	-	
	£	-	
Total	£	-	
Sub Accounts:			
AVT	£	38.48	
Future Projects	£	-	
Sub Accounts Total	£	38.48	
Budgets:			
Fees	£	2,433.65	
Coaching	£	1,297.52	
Volunteers	£	-	
Social	£	1,000.00	
Presentation Night	£	312.07	
Budgets Total	£	3,433.65	
Committed Liabilities			
	£	-	
	£	-	
	£	-	
	£	-	
	£	-	
	£	-	
Total	£	-	
Available Balance	£	8,715.94	

Appendix 2 – Survey Notes

Survey Notes

As at 30th June

Results from the first 3 days, these are presented without any chase up, so there may be others who would have responded. I am aware of several members who have already booked the GSR in anticipation of this, and none of these appear to have responded. However, I think we already have enough information to know that the interest is strong, and some issues which will have to be addressed in the training design.

Summary results

There were 46 responses of which 42 were definitely or probably interested; two were unsure, and this was due to them not sure whether they could make the training – two not interested.

22 stating definitely interested. Add on the delivery team of say 4, and this would almost represent full capacity given that we probably can't use Fridays now. 32 responses said they could do Thursday, with another 4 unsure.

Motivations of those responding (note these are not mutually exclusive) were:

- To give me a focus and target 80%
- To push onto the next level 54%
- To go for a PB 41%
- Sounds like fun 34%

So interest is certainly driven by the performance aspect, however the dominant feature is that respondents are responding to having a target, and this is across all levels of experience and paces. (Note that this validates the rationale behind this offering).

20 respondents provided target times, 16 want to work that out later, and 5 are aiming to finish irrespective of time. A good mix. The target times are really evenly spread, and making the assumption from the responses which did not provide a target time (characteristically lacking in confidence) that these will be at a social pace, they lend themselves well to 6 groupings.

Issues

Numerically, this suggests that we may not be able to cater for all. How do we deal with this?

Finding enough leaders?

Responses indicating special needs – can we look after them too?

Can we do something for Friday only members?

Invoice Address

Avon Valley Runners & Imber Ultra

Shipping AddressFAO: Hayley Chapman
Avon Valley Runners & Imber Ultra**Quotation Number: QUO-93962****PO Number:**

Account Manager	Quotation Date	Expiry Date	Delivery Date
Luke Fowler	10/04/2024	10/05/2024	24/05/2024

Product	Description	Quantity	Unit Price	Price
*Recycled Sublimated Technical T-Shirt SC-TT-C-001		26	£20.00	£520.00
*Sublimated Recycled Running Vest SC-RV-C-001	Side Panels: No Side Panel Stitching if having side panels.: Standard Reflective Upgrades (Additional Costs) : None	26	£17.00	£442.00

Artwork	£0.00
Setup	£0.00
Delivery	£20.00
Total (excl. VAT)	£982.00
VAT	£196.40
Total	£1,178.40

THIS IS NOT AN INVOICE
Please request an invoice before paying

Notes:

Appendix 3 – Proposal for use of running track on a Thursday.

Dear AVR committee

Recently, we submitted a request to use your running track managed by Trowbridge Rugby Club, but our request was denied. It appears there may be concerns about potential conflicts or disruptions to your club's activities. This was never our intentions but we would love to come to an agreement and arrangement to operate from your track please see our proposal below.

This proposal proposes the reconsideration against the decision to gain access to your running track for our community fitness group. Our group aims to promote health and well-being in the local community through organised fitness activities. We believe that granting us access to your running track will not only support our mission but also benefit the track's managing club by fostering community goodwill and potentially increasing your membership base in the long run. We would like to say again that our presence does not pose a threat to the club's current operations or its members.

We are here on the grounds of creating a safe environment for people of all abilities and ages to feel comfortable whilst working out.

Our Background

Our group of local men and women with a mission to improve their health through regular physical activity.

We both have been involved in organising various fitness events and charity challenges including running, walking, cycling. We believe setting this group up will be a massive benefit to all. Our group consists of individuals of all ages and fitness levels, united by a common goal of achieving better health and fitness.

Our Objectives

1. Promote Health and Fitness: Provide a safe and suitable environment for our group to engage in physical activity.
2. Community Engagement:
Strengthen community ties with ourselves TRC and AVR.
3. Support Track Club Goals: Enhance the reputation of Trowbridge Rugby Club / AVR as a community-centered organisations.
4. Change of name - Our proposal will be to
Change our name to - Trowbridge Running and fitness group. Removal of Club will take a way any club on club conflict of interest.

Benefits

1. Community Health Improvement: Access to a running track will enhance our fitness programs, encouraging more people to participate.
2. Increased Track Utilization: Our use of the track can increase its overall utilization, showcasing the facility as a vibrant community hub.
3. Potential Membership Growth: Positive interactions with our group could lead some of our members potentially joining AVR boosting their membership numbers.
4. Public Relations and Goodwill: Allowing a community group access to the track can generate positive publicity for the club, highlighting its commitment to supporting local health initiatives.

1. Scheduled Use: We would love to use the track on a Thursday 7-8 but we understand that this day and time might not always be available. We are flexible in our times and days with notice if possible. Please consider the people attending our sessions will have young families so we would need to find a reasonable time to suit everyone even times like 6.30 - 7.30 if that would be optional.

2. Clear Communication: Establishing a clear line of communication between our group and the track management to coordinate schedules and address any concerns promptly.

3. Respectful Conduct: Ensuring that our members adhere to all track rules and respect the facility and its members.

4. Liability Coverage: Our group carries liability insurance to cover any potential accidents or damages that might occur during our use of the track.

Financial Considerations

We are willing to contribute to the maintenance costs of the track during our usage times. We propose a nominal fee to cover expenses, demonstrating our commitment to being responsible users of the facility. Additionally, any events or programs that we organize at the track can include a small fee to further support the club's maintenance and operational costs.

Conclusion

We believe that granting us access to the running track will be mutually beneficial. Our group's mission aligns with the overarching goal of Trowbridge Rugby Club to promote fitness and community well-being. By working together, we can enhance the utilization of the track, support community health, and create a stronger, more connected local fitness culture.

We respectfully request a reconsideration of our application and are open to discussing any terms or conditions that would make this collaboration feasible and beneficial for all parties involved.

Next Steps

1. Meeting Request: Arrange a meeting between our group representatives and the management of TRC/AVR to discuss this proposal in detail.
2. Pilot Program: Propose a trial period for our group to use the track, during which we can demonstrate our commitment to cooperation and responsible use.
3. Feedback Loop: Establish a feedback mechanism to ensure continuous communication and address any issues that may arise promptly.

We look forward to the opportunity to collaborate with Trowbridge rugby club and AVR and contribute positively to our community's health and fitness.

Thank You
Tom & Beth

Proposal for Club Target Races and Coaching Support

Background

AVR has a strong offering in the following categories:

1. Social runs, both buddy and LiRF/CiRF led runs
2. Track based interval sessions
3. Learner/Early development courses (C25K, and this year 5-10K.)

These offerings are primarily focussed on the General Preparatory Exercises and Specific Preparatory Exercises categories (EA’s Exercise Classification Hierarchy)

Additionally, some of the club coaches (unsure how much this happens) offer one to one personalised coaching, either on an ongoing basis, or for one-off event training, thereby building on the above base (non-specific) training into the SDE and CE categories.

It could be concluded, therefore, that the members are well served by the structured GPE and SPE offerings, but less so for the SDE and CE unless they are lucky enough to be supported on an individual basis. This potentially presents a gap in offering for race specific training where no personalised training is available. In 2023, Dave Bagshaw ran a successful 5-10K development programme – this proposal seeks to build on that initiative.

Allegorical feedback suggests that a significant (but of course, unquantified) proportion of our members feel that they have a lack of focus and objectives once they want to explore the competitive options. Some additionally feel that the club does not cater for them once they have progressed beyond (again in EA’s terminology) Event Group athletes. *Note, there is a pervading sense that while the club promotes the WRRL and WORL, these are too daunting for some (different distances, a lot of them, and often very close together).*

Objectives

1. To promote and support club targeted races
2. To complement existing club sessions, by providing event specific training targeting these races.
3. To foster an enjoyable and rewarding environment in which runners (and coaches) of all abilities can challenge themselves towards a tangible target.

Aims

- To provide focus for individual training by identifying and working towards target races, and to train corporately with others who have the same race focus
- To promote a ‘system’ of specificity in training whereby runners can augment their own training and club coached general sessions towards a target goal
- To provide coaching support for those engaging in the above, aiding their development whatever the level that might be at – from the new to more experienced runners, and at whatever pace they might currently be at.
- To encourage growth and development of our existing coaching team wishing to get more hands on, and of our LiRFs wanting to get practical experience building towards their coaching qualification.

Proposal for Club Target Races and Coaching Support

Proposal Summary

Focus

The club would nominate a club target race or races. I suggest two, or more, 10m-HM Autumn races:

- Great South Run 10 Miles - 20 October (also an England Masters qualifier)
- Andover Half – 27 October (a flat and fast course, the week after the GSR, so the training programme will peak for either)

Other suitable races would be:

- Henley Half: 20/10
- Richmond Park Half: 27/10

The target races would provide the focus for the 2024 training plan. These dates are close enough to facilitate a single training plan, and also the Great South and Knebworth could be run for those wishing to do both.

Note: Participation in this would avoid the AVR Wiltshire Half (24th November); it has been suggested that using that as a target race could adversely affect the volunteering levels, so excluding it allows participants to support as a volunteer, or to race. Being 3 weeks after Knebworth, there will be sufficient recovery time to allow the running of this too.

Format

Weekly sessions will be held from late Summer, provisionally from 12th August.

Each week will concentrate on a race specific practice to complement the existing club runs:

- Monday Social (Base training/recovery after long run)
- Tuesday or Wednesday track
- **Thursday or Friday Specific session** (longer intervals/split runs/speed endurance/hill work/benchmarking e.g. Cooper..... etc)
- Saturday or Sunday long run
- (and athlete dependant additional runs or variations as appropriate)

With the assumption that these new sessions will typically be of a fairly heavy training load, the proximity to other sessions needs to be considered, adjacent sessions representing a potential risk of injury. For this reason, this programme will require details of the Tuesday and Wednesday track sessions, plus any other high training load sessions in advance, so that the focus and timing of these sessions can be taken into account.

Participation

Interested participants would be invited to express their interest in advance, so the sessions can be planned around the number and profile of the participants. The next stage will be to communicate the scheme, and to issue a survey to members in order to inform the anticipated participants' requirements.

Proposal for Club Target Races and Coaching Support

This will be open to all, irrespective of experience or ability; it should equally cater for those who are making first tentative steps into the scary world of competition, through to seasoned campaigners.

For those simply wanting another session, they will be welcome to attend.

For those wishing for a more complete experience, the coaching team will offer to ascertain the needs of the individual, and advise on existing plans, or help to construct a training plan for the individual. This, of course, will be dependent on the desire and capacity of the participating coaches.

The Coaching Provision

The coaching plan will be primarily devised by the lead coach(es), then the coaching team will be briefed on the overall objectives and sessions, and then the detailed session plan prior to each weekly session.

Structured weekly training sessions will be held in groups, wherever practical in a single group, although the participants will be roughly sub-divided into training needs, with each subgroup being mentored by a CiRF or LiRF. The aim is to foster a supportive corporate 'all in this together' environment, while ensuring that the experience of each individual is appropriate to their needs.

Coaching resources required will be dictated by the demand; both in terms of absolute numbers involved, but also to what extent personal coaching is offered/taken up. I envisage that the minimum requirement will be one lead coach, with three or more supporting LiRFs, with those LiRFs participating in the training sessions and integrating into the sub-groups. We should, however, be prepared for numbers requiring more than one coach, and more LiRFs. This assumption is based on possibly four groups; eg | paces for the 10 miles at Sub 70, Sub 80, Sub 90, 90+

Pre-launch, the training plan design will doubtless benefit from wider input from the coaching team to ensure appropriate training stimuli, and safe incorporation of this training alongside existing provision.

(I have not spoken to any other coaches about their possible involvement – I have spoken to two studying LiRFs who are provisionally keen to be involved, another who has contacted me asking to be involved, and a further suggestion made by Fiona).

Requirements from the club

- Non-negotiable: Promotion on usual club channels, and circulating mailing the survey
 - Non-negotiable: Access to the TRFC track on Thursday or Friday
 - Non-negotiable: Input from those designing coached sessions to ensure training is complementary
 - Possible: Provision of minibus to the target races
 - Possible: Provision of funded access to Bath Uni track (depending on numbers)
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Proposal for Club Target Races and Coaching Support

Next Steps

Action	Date
Proposal to committee	04/06
Communications: <ul style="list-style-type: none">- Promotion- Issue survey- Survey reminder	14/06 19/06 22/06
Collate survey information	28/06
Agree CiRF and LiRF delivery team	05/07
Complete detailed scheme design	19/07
Communicate and invite sign ups	26/07
Delivery Team launch meeting	02/08
Commence programme	15/08