

# Avon Valley Runners Committee Meeting

Held at TRFC  
3<sup>rd</sup> September 2024



Committee members present	
Vicky Bodman	Chair
Tim Burrell	Chair
Dave Hyde	Honorary Secretary
Katie Oliver	Assistant Secretary
Hayley Anderson	Minutes Secretary
Martin Russam	Road Race Secretary
Andrew Sharett	Off Road Race Secretary
Caroline Scott	AVT Secretary
Also present	

The Chair opened the AGM at 20:18 pm

Item	Minute	Action
1	<p><b>Welcome and apologies for absence. Declaration of quorum.</b></p> <p><i>The Chair welcomed all.</i></p> <p><i>Apologies received from: Simon Reeves (Treasurer), Debbie Ellis (AVR Youth), Sandra Sharrett (Safeguarding lead), Jay Sims-Bagshaw, Emma Day (Membership Secretary) &amp;), Julian Roughley (Committee member).</i></p> <p><i>The meeting was declared quorate.</i></p>	
2	<p><b>Review and Approval of the minutes of the AVR Committee meeting held on 06/08/2024</b></p> <p><i>The minutes of the AVR Committee meeting held on 6<sup>th</sup> August 2024 were approved as a fair and accurate record of the meeting.</i></p> <p><i>Discussions on actions from previous meeting:</i></p> <ul style="list-style-type: none"> <li>• <i>Dave to speak to TRFC about breaking the lock on the cupboard.</i></li> <li>• <i>TRFC have come back on the update to the contract update via email, Tim, Vicky and Dave to have a separate meeting to discuss this. Dave to organise the meeting.</i></li> <li>• <i>Tim Burrell has looked over finances as agreed in previous meetings will be discussed later in the meeting.</i></li> <li>• <i>AVT promotion of swim session has been promoted.</i></li> <li>• <i>Off Road scoring has been finalised and confirmed and shared with Club</i></li> </ul>	<p>DH</p> <p>DH</p>

3	<p><b>Reports</b></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><b>a. Treasurer’s report</b></p> <p><i>Report is attached in appendix 1.</i></p> <p><b>b. Kit Report</b></p> <p><i>No report provided.</i></p> <p><b>c. Off Road Secretary Report</b></p> <p><b>Scoring Rules:</b></p> <p>Revised AVR scoring rules issued as per last committee meeting. Only real comment was as to why we don’t adopt WORL scoring rules directly albeit with a lower stop number. Just to confirm, committee had decided that alignment with AVR On Road rules was important.</p> <p><b>2024 – 2025 WORL Events</b></p> <p>WORL events list has been published, see below:</p> <p>#1 Cirencester Slog - 6th October OPEN  #2 The Stickler - 27th October OPEN  #3 Over The Hills - 3rd November OPEN  #4 Avebury8 Nine - 17th November OPEN  #5 Yarnbury Yomp - 24th November OPEN  #6 Slaughterford 9 - 26th January  #7 Terminator - 23rd Feb  #8  #9 A (social?) Wiltshire parkrun (non scoring!) followed by Awards and Cake</p> <p>On the FB Wiltshire Athletics website there is a lot more detail including links and costs – very useful in terms of making it easy to register. The wider list (league/non league) of Off Road events will be updated and reissued.</p> <p><b>d. Road Secretary Report</b></p> <p>The Westbury 5k Series completed this month with thanks to Gary MacAlister who organised the event and his many volunteers. This was a great success with lots of positive feedback.  Diane Hier won the v60 age category for the series and achieved 3 of the top 5 times for the category ever run at the event.</p>	

	<p>The Langley Burrell (Lightning Bolt) county championship 10k also took place with George Sawyer 1st junior, Tim Burrell &amp; Jez Bennett top 10 v50, Andy Jefferies top 10 v60, Jen Natrass 4th v40 (1st Wilts v40) and Rosemary Barber 1st v70.</p> <p>Next month is:        8th Sept - Compton Bassett 5 miler        16th Sept - Chippenham Half        29th Sept - Devizes 10k        Hope to see as many as possible of you there as we are currently 2nd to Chippenham in the Wilts League.</p> <p><b>e. Membership report</b></p> <p><i>No report provided.</i></p> <p><b>f. Avon Valley Triathletes (AVT)</b></p> <p>AVT report</p> <ul style="list-style-type: none"> <li>• Coached brick and open water sessions have been organised and been fairly popular</li> <li>• The traditional tri suits were voted on and therefore we will stick with the revised old design. We will aim to get a large first order so people can get discounts.</li> <li>• Aquathlon series at Vobster saw a small AVT turnout but was lots of fun</li> <li>• Lake 62 series saw a small yet enjoyable turnout too</li> <li>• The AVT league is generating more interest in getting involved</li> <li>• The advertising for swimming has, so far, not resulted in any enquiries - Is there anything more we can do? Caroline and Kate discussing this.</li> <li>• We will have an AVT team or two for 63 for Sarah</li> </ul> <p><b>g. AVR Youth</b></p> <p>No report provided due to being on summer break</p>	
<p><b>4</b></p>	<p><b><i>Committee updates and Discussions (Items from the Agenda)</i></b></p> <ul style="list-style-type: none"> <li>• <b><i>New Committee make up</i></b></li> </ul> <p>The constitution states we need 5 people for a quorum.        Core team to meet the quorum will be:        &gt;Tim Burrell        &gt;Vicky Bodman        &gt;Dave Hyde        &gt;Katie Oliver        &gt;Simon Reeves        &gt;Hayley Anderson</p> <p>Everyone else is welcome each month but no everyone is expected to come to the monthly meetings if not on the core list. The months below when everyone is expected for a Full Committee meeting are:</p> <p><b><i>January, April, July, October.</i></b></p> <p>The committee discussed and all in favour – passed unanimously</p>	

- ***Update on TRFC agreement***

This is still a work in progress so will add to the agenda for next month once a meeting has taken place.

- ***Membership fees for 2025***

As a club the costs to keep running are getting more expensive, track maintenance, TRFC fees, insurance etc

Looking at other local clubs and what they have to offer as part of their membership, facilities, and costs etc it shows that we have a lot to offer especially with the track and coaches.

Tim has suggested that we look at different types of memberships for example offer a tiered memberships and/or membership that includes EA with an increase in membership price to help cover the increased costs of TRFC, track maintenance etc.

Also, it was suggested that we look/consider the possibility of family memberships.

Committee members also put forward the suggestion of keeping the membership package the same as in one membership fee with the option of EA but increasing the annual fee.

Tim will investigate our finances further, so we can see what the bigger picture looks like in terms of keeping the club sustainable and will also then be able to see what membership costs will be required.

- ***EA Awards attendance***

28<sup>th</sup> September – we have been shortlisted for a few awards.

Selection of members will be attending.

- ***Summer Social Update***

106 signed up, which is great.

Raffles, stone painting, 63 laps around the track

- ***SW Development Day***

EA organised session for the development of coaches which is open to everyone but aimed at aspiring coaches.

This has been shared in the coaches group.

- ***Road Race attendance***

Martin has asked that run leaders push for better attendance for the league races.

- ***Club Calendar***

	Need to plan ahead for next year, have this on the main agenda for next month. Caroline to bring AVT key dates	
5	<p><b>Actions required for Websites (to be sent to Will Hargreaves)</b></p> <ul style="list-style-type: none"> <li>• Beginners' poster for last year to be replaced with this year's new one.</li> <li>• Tim to speak to Paul Dredge to see if he would like to help on the website</li> <li>• Katie to send logos for AVR Half</li> </ul>	
6	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• When we send the information to go into the newsletter, we need to make sure that we request confirmation he has received the item and for what month this is required. Information needs to be sent in before the 25<sup>th</sup> of month.</li> </ul>	
7	<p><b>Committee Meeting Dates for 2024</b></p> <ul style="list-style-type: none"> <li>- <b>Due to be held at TRFC (Trowbridge) at 8:15pm on the first Tuesday of the month.</b> <ul style="list-style-type: none"> <li>⌘ 1<sup>st</sup> October</li> <li>⌘ 5<sup>th</sup> November</li> <li>⌘ 3<sup>rd</sup> December</li> </ul> </li> </ul>	

*The Chair closed the meeting at 21:35 pm*

Signed:

Date:

## Appendix 1 – Income and expenditure report

### AVON VALLEY RUNNERS - INCOME AND EXPENDITURE

Aug-2024

Balance b/w/d from:	<u>31-Jul-2024</u>	<u>£ 11,272.71</u>
<b>Income</b>		
Membership	£ 243.00	
EA Subs	£ 62.00	
Presentation Night	£ -	
Other Social	£ 363.00	
Club Kit	£ 25.50	
AVR Half	£ 334.00	
AVR OTH	£ -	
AVR 5k	£ 901.85	
Other AVR Races	£ -	
AVT	£ -	
Other Races	£ -	
Special Projects	£ -	
Coaching	£ -	
Volunteers	£ -	
Other	£ -	
<b>Total Income</b>	<b>£ 1,949.35</b>	<b>£ 13,222.06</b>
<b>Expenditure</b>		
EA Subs	-£ 37.00	
Membership	-£ 12.76	
Presentation Night	£ -	
Other Social	-£ 24.00	
Club Kit	£ -	
AVR Half	-£ 53.85	
AVR OTH	-£ 237.50	
AVR 5k	-£ 378.80	
Other AVR Races	-£ 259.71	
Other Races	-£ 60.00	
AVT	£ -	
Other	-£ 20.00	
Coaching	-£ 70.15	
Volunteers	£ -	
Special Projects	£ -	
Fees	-£ 335.31	
Tfr to Deposit A/C	£ -	
<b>Total Expenditure</b>	<b>-£ 1,529.08</b>	
Balance as at:	<u>31-Aug-2024</u>	<u>£ 11,692.98</u>

<b>Cash Reconciliation</b>	
<u>Nos</u>	
£ 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: 31-Aug-2024	

<b>Unpresented Cheques:</b>	
£ -	£ -
£ -	£ -
£ -	£ -
£ -	£ -
£ -	£ -
£ -	£ -
<b>Total</b>	<b>£ -</b>

<b>Sub Accounts:</b>	
AVT	£ 38.48
Future Projects	£ -
<b>Sub Accounts Total</b>	<b>£ 38.48</b>

<b>Budgets:</b>	
Fees	£ 1,722.55
Coaching	£ 1,227.37
Volunteers	£ -
Social	£ 1,339.00
Presentation Night	£ 312.07
<b>Budgets Total</b>	<b>£ 4,288.02</b>

<b>Committed Liabilities</b>	
Track Maintenance	£ 1,140.00
£ -	£ -
£ -	£ -
£ -	£ -
£ -	£ -
£ -	£ -
<b>Total</b>	<b>£ 1,140.00</b>

<b>Financial Status</b>	
Bank account	£ 11,692.98
Money to be banked	£ -
Unpresented Cheques	£ -
Ledger Balance	<u>£ 11,692.98</u>
Balance In Deposit acc	£ 5,165.77
<b>Total cash assets</b>	<b>£ 16,858.75</b>
Stock of Club kit	£ 2,751.00
Cash held by EntryCentral	£ 50.00
Cash held by AVT	£ 1,335.19
Fixed Assets	£ 1,539.00
<b>Total assets</b>	<b>£ 22,533.94</b>

Available Balance	£ 6,225.58
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