



HAMBLETON ATHLETICS & RUNNING CLUB

MINUTES OF COMMITTEE MEETING

Meeting held 12th September 2022

1. Attendees & apologies

Attendees: Gemma Wardle (Chair, GW), Ruth Hancock (RH), Chris Lees (CL), Anna Bonner (AB), Sara Sherwood (SS), Graham Finlay (GF)

Apologies: Kay Kelly, Nigel Haresign, Alice Inglis

2. Review of reports

Reports from Chair, Head Coach, Membership and Treasurer were reviewed. There were no questions arising.

3. Outstanding actions from previous meetings

All open actions were reviewed and actions confirmed as either completed or ongoing (many were on the agenda for this meeting).

The committee agreed that for future meetings it would be valuable to have a report regarding the status of fundraising activities and plans.

ACTION: AI to prepare report ahead of each future meeting

Post-meeting note: KK has now completed her online Safeguarding course.

4. CASC status update & submission of club accounts

GF confirmed he has been working through the requirements for a CASC application. As expected, there are some areas of the club articles which may require amendment. The following actions were agreed:

- GF to be appointed as a director of the company (AB/GW/CL to approve as existing directors, GW to action with Companies House).
- CL & GF to review articles and propose changes which will then be agreed by all directors.
- GW & GF to be nominated as the responsible people for tax/financial affairs for CASC.
- Four directors (AB, CL, GW & GF) to be nominated as the responsible people for legal/administrative affairs for CASC.
- CL & GF to propose changes to draft club rules once Articles have been agreed. AB to provide current draft to CL & GF for review.

In terms of accounts submission, we are currently showing a small profit and this may be subject to Corporation Tax if we submit before CASC status is granted. The committee agreed that GF should

investigate whether we would be better to wait until CASC status has been granted and, in the meantime, the group would investigate the Corporation Tax liabilities for a limited company.

5. Kit update

SS reported that orders have been placed with Scimitar (patterned t-shirts) and Design & Stitch (coach coats). Delivery of the t-shirts is expected late September and coats are ready for collection.

Committee agreed that we should hold stock of women's vests from Scimitar as well as topping-up stock of men's vests. This is likely to be an order for ca 15 vests, as we have 3 orders in for women's sizes already.

ACTION: SS to place order with Scimitar

The committee agreed it would be helpful to investigate options for hi-vis bands/vests for coaches to wear, including printing options.

ACTION: SS & AB to investigate

As we are gaining junior members and both cross country and track and field events are likely to require track kit (crop top/shorts), we should investigate the cost of these with Scimitar.

ACTION: SS to investigate options with Scimitar

6. Club awards

The committee expressed their thanks to the Awards sub-committee and social team for arranging the awards event. All agreed the evening was a success. The sub-committee will continue to review the detailed technical specifications for each award and circulate for review prior to publishing on the website.

ACTION: Sub-committee to continue work

7. Social membership

The committee agreed that we will not have a separate social member category. Should a member wish to join who already holds first and second claim with other clubs, they are still welcome but will not be registered on the EA Portal.

ACTION: CL to review wording on website & amend as necessary

8. Car boot sale 2023

All agreed that HARC should apply for a Car Boot in 2023.

ACTION: AI to confirm application has been made

9. HARC Angels 2022

The committee agreed that the HARC Angels Charity Run should continue this year. Suggestions for charities in the local area will be welcomed from club members. Sub-committee to be formed to organise the event.

ACTION: GW to initiate sub-committee

10. Parkrun takeover

The committee agreed that a takeover at Northallerton would be good but the uncertainty about the course during improvement works and ongoing C25K course mean that this is best delayed until December. The ideal date would be Saturday 10th December.

ACTION: RH to liaise with Northallerton PR team to agree a date, then organise volunteer rota

11. Club bank account

GF reported that he had investigated options for the club account and the two most suitable were Co-Op and Metro banks. There appeared to be very little to choose between them and the committee agreed that we should proceed with switching to Metro.

ACTION: GF to begin switching process

12. AOB

CL noted that it would be helpful to have more assistance on Sunday afternoon athletics sessions – this does not have to be a qualified coach/leader so any assistance from club members, friends and family would be welcome.

The coaching team is still stretched very thin and more LiRF's are always needed. All to consider who might be interested, and encourage them to contact CL for further information.

Post meeting note: GW encouraged members to consider this, and CL has already received one enquiry.

The next committee meeting was confirmed as Monday 12th December. As usual, reports will be circulated one week prior to the meeting (5th December). This means that all reports must be received by the Secretary by the end of Thursday 1st December to avoid clashing with Christmas Party weekend!

ACTION: AB to send reminders about reports ahead of time

Date of next meeting: Monday 12th December 2022, 7:00pm

Reports to be sent to Secretary by: Thursday 1st December 2022

Minutes prepared by Anna Bonner, 15th September 2022