



## AGM MINUTES 2025

### DATE / TIME

3<sup>rd</sup> March 2025,  
19:00

### VENUE:

Dales Centre, Bedale

### CHAIR:

Gemma Wardle

### IN ATTENDANCE

Gemma Wardle, Chair  
Alice Inglis, Membership Secretary  
Graham Finlay, Treasurer  
Chris Lees, Head Coach  
Bridget Wilson, Committee Member  
Sara Sherwood, Committee Member  
Ruth Hancock, Committee Member  
Michelle Slade, Committee Member  
Nigel Haresign, Committee Member  
Tracey Wise  
Nick Wilson  
Gavin McGregor  
Annabel McGregor  
Harriet Holmes  
Joanne Sinnott  
Amy McDougal  
Jo Lambert-Critchley  
Kate Stead  
Claire Rogers  
Alastair Haworth  
Alison Haworth  
Erin Marley  
Garry Smithies  
Rebecca Cobby  
Marc Blair  
Tony Jowett  
Sam Scarlett  
Kev Moss  
Richard Slade  
Ste Moon

### MEMBER APOLOGIES

Lynn Inglis, Secretary  
Becky Williams, Committee Member

Item	Discussion	Member
1	<p><b>Welcome and introduction to the AGM.</b></p> <p>Gemma opened the meeting and welcomed those members present.</p> <p>Apologies were noted from members unable to attend.</p>	Gemma Wardle
2	<p><b>Chair's Annual Report</b></p> <p>As Chair, Gemma summarized her annual report, expressing pride about the club's achievements and growth over the last twelve months.</p> <p>Gemma noted a range of challenges completed by individuals across the membership and commented that, although members' goals are different, our club family recognise the strength and determination required to achieve these goals and support each other.</p> <p>It has been a record-breaking year for both attendance at club sessions and in terms of membership. The club has finally achieved CASC status and huge thanks were given to Graham and Chris for their hard work on this.</p> <p>The year saw another successful Awards Night with many members celebrating and socialising.</p> <p>The HARC Angels event raised £459.48 for the Dales Centre and there is a total of £982.63 when all of the other fundraising is added. Gemma and some of the members will present a cheque to the Dales centre in due course.</p> <p>Gemma reported growth in the coaching team, welcoming Sam Scarlett as a Leader in Running Fitness. In addition, Nigel Haresign and Michelle Slade have achieved their Coach in Running Fitness qualification.</p> <p>HARC's social calendar this past year included e-karting, laser tag and curry nights, as well as the regular run and pub events and parkrun and coffee mornings.</p> <p>The cross country team are nearing their final event of the season and would welcome support from members, as well as interest from anyone thinking about joining the team next season.</p> <p>Looking ahead, Gemma invited support for the C25k graduation on 15<sup>th</sup> March and further celebration at a curry night on 19<sup>th</sup> March.</p> <p>Gemma encouraged members to sign up for the upcoming Northallerton 10K in May and the Darlington 10K in August to try to top last year's healthy turnouts. Entry is open for both of these events and links can be found on the HARC website.</p>	Gemma Wardle

	<p>The 2025 London Marathon takes place on 27<sup>th</sup> April and Sara Sherwood will be representing HARC with the club place, she is training well and we wish her the best of luck for race day.</p> <p>Endure24 will take place in June 2025 we wish our teams and individual runners a great weekend.</p> <p><b>Questions from the floor:</b></p> <p><i>Ruth Hancock noted thanks to Gemma for her continued contribution to the club as Chair and as a coach.</i></p> <p>The full Chair's report is available on the HARC website.</p>	
3	<p><b>Treasurer's Annual Report</b></p> <p>Graham introduced himself to members and thanked them for their continued support of the club. He explained that due to our increased membership numbers and members becoming very active in purchasing kit and signing up for social events etc, there are now a lot of transactions for him to record!</p> <p>Finances remain fairly solid with approximately £2,500 in the bank – largely via membership payments (around half goes to EA). The club uses funds to support events such as awards night and to fund coaching qualifications. The coaches 'earn back' this by leading sessions. The use of the Dales Centre is also funded from membership fees.</p> <p>The club now has CASC status which has two main effects. Firstly, it allows us to receive charitable donations and get Gift Aid on these. Secondly, it means that the submission of annual accounts to HMRC and Companies House is much simpler.</p> <p>We have moved from using PayPal to a system called 'Square' – this is working well so far and the transaction fees are lower. This means that we no longer require a PayPal account, so this will be closed in the near future, with remaining funds being transferred to the bank account.</p> <p><b>Questions from the floor:</b></p> <p><i>Tony Jowett asked about Square and how it is accessed. Graham explained that it is a very simple method and the bank records the payment 'less' what Square takes off.</i></p> <p><i>Tony asked if this changes how membership fees etc are paid. Graham advised that everything remains the same for members who will continue to pay for membership etc through the HARC website.</i></p> <p><i>Jo Lambert-Critchley asked about payment of the coming year's membership fees. Alice explained that 2025/26 membership is available to purchase now, but members holding a 2024/25 membership will benefit from a 'grace period' which runs to the end of June. Graham added that memberships for the next 'membership year' (April to March) are available from</i></p>	Graham Finlay

	<p>January each year. Payments to EA for 2025/26 memberships already purchased will fall due on 1<sup>st</sup> April.</p> <p>The full Treasurer's report is available on the HARC website.</p>	
<p><b>4</b></p>	<p><b>Head Coach's Annual Report</b></p> <p>Chris thanked the coaching team for their time and commitment, and reported that a total of 180 sessions have been delivered over the year, which is double what was delivered during the previous year.</p> <p>Athletes have achieved record attendance. In October 2024, there were 258 member attendances, including 125 at interval sessions.</p> <p>At our monthly track nights, 12 hours of pure technical coaching has been provided, delivered in partnership with Team Caterpillar.</p> <p>We collaborated with Leadout Performance for the launch of their Clubhouse in Bedale on 1<sup>st</sup> March.</p> <p>Chris thanked the cross country team for their attendance over the current season.</p> <p>Chris explained that the club now has three fully qualified Coaches in Running Fitness. A further member of the team has also booked on this course, with one other expressing interest in gaining the qualification.</p> <p>Chris appealed for anyone interested in joining the team on the athletics side to contact him, as this is an area in which we are lacking coaches and coaching assistants.</p> <p>Coaching Development days this year have taken place, providing opportunities to share ideas and information, and stay up to date with the most current coaching practices.</p> <p>The team have recently updated their first aid qualification to Level 3 Outdoor First Aid, which covers leaders even in highly remote areas (i.e. anywhere that you may be on your own with a casualty for more than 20 minutes).</p> <p>Chris highlighted the main aims for 2025/26 from a Head Coach point of view:</p> <ul style="list-style-type: none"> <li>• Increase the number of LiRFs and Coaching Assistants</li> <li>• Increase the number of CiRFs and/or Athletics Coaches</li> <li>• Grow our athletics coaching team</li> </ul> <p><b>Questions from the floor:</b></p> <p><i>Ruth Hancock asked if there are any numbers attached to how many LiRFs etc are required. Chris advised that this is dependent on the number of members and attendance. Eight leaders are required on Thursdays when we have a C25k programme running to cover the three route options plus the C25k session. Currently, the attendance is commonly 30-40 people on</i></p>	<p>Chris Lees</p>

	<p><i>Tuesdays and Thursdays. The recommendation is not to exceed 12 members per coach on each session. If we continue to grow, we may need to offer four options as standard on Thursdays. Therefore, an additional 5-6 LiRFs by the end of the year would be ideal.</i></p> <p><i>There is more demand now for individual coaching from members and this can be met thanks to Nigel and Michelle completing their CiRF qualifications. They are supporting members with 1:1 training plans. Individual coaching comes at an extra cost but can be offered.</i></p> <p><i>Athletics members tend to be juniors and under-12s must be athletics members. We are short on athletics coaches – our current ratio of athletics coaches to athletics members is much lower than the ratio of running coaches to running members.</i></p> <p><i>Claire Rogers asked if the club could offer a '5k to 10k programme'. Chris advised we now call this the 'HARC Intermediate Programme' (HIP). Although we haven't offered this for a while, Chris intends to discuss this with the team to ascertain when and how we can best offer this in the future. There are four classroom sessions and an 8-week mesocycle training programme. Leadout Performance have offered the Clubhouse for our use to deliver the classroom sessions. We could offer these sessions and/or the whole programme to non-members at an increased cost.</i></p> <p>The full Head Coach's report is available on the HARC website.</p>	
<b>5</b>	<p><b>Membership Secretary's Annual Report</b></p> <p>Alice summarised her written report, explaining that membership has continued to grow, with 126 members now registered. This is an increase on each previous year. The membership fees will remain the same this year and the committee believe this represents excellent value for money, considering the number of sessions available to members over the year.</p> <p><b>Question from the floor:</b></p> <p><i>Tony Jowett asked how much the membership fees are for 2025/26. Alice advised that a standard adult running only membership is £35.</i></p> <p>The full Membership Secretary's report is available on the HARC website.</p>	Alice Inglis
<b>6</b>	<p><b>Grants and Income Annual Report</b></p> <p>Alice gave a summary of her annual report. She reported that we have continued to experience success from Easyfundraising, with £232 raised in the last year. We have 28 supporters in total, and Alice encouraged others to think about signing up. There is no cost to the individual and the club greatly benefits as the</p>	Alice Inglis

	<p>shops/websites you buy from donate directly to HARC. Alice welcomed enquiries from anyone who needs support signing up.</p> <p>We continue to seek grants and funding from other sources, and Alice would welcome ideas from any club members. HARC were unsuccessful in obtaining a date for the Bedale car boot this year, but we will apply again for next year.</p> <p><b>Questions from the floor:</b></p> <p>None.</p> <p>The Grants and Income report is available on the HARC website.</p>	
7	<p><b>Election of Committee Members for 2025/26.</b></p> <p><u>Elected Roles</u></p> <p>Since there was only one nomination for each of the 'elected' committee roles, the following members were automatically elected, with no requirement for a ballot:</p> <p style="padding-left: 40px;">Chair – Gemma Wardle</p> <p style="padding-left: 40px;">Treasurer (Vice Chair) – Graham Finlay</p> <p style="padding-left: 40px;">Membership Secretary – Alice Inglis</p> <p style="padding-left: 40px;">Head Coach – Chris Lees</p> <p>Having seen on the agenda circulated ahead of the AGM that there were no nominees for the Secretary role and having already submitted a general committee self-nomination, Erin Marley volunteered for this role. Prior to the AGM, the committee agreed to accept this amendment.</p> <p>Therefore, Erin Marley was elected to the role of Secretary, and Gemma thanked her for volunteering.</p> <p><u>General Committee Members</u></p> <p>The number of self-nominations received were equal to the number of general committee places available. Therefore, the following general committee members were automatically elected:</p> <p style="padding-left: 40px;">Bridget Wilson, Michelle Slade and Sara Sherwood – continuing from last year</p> <p style="padding-left: 40px;">Kate Stead, Rebecca Cobby, Ste Moon and Tracy Wise – new to the committee</p> <p><b>Question from the floor:</b></p> <p><i>Ruth Hancock asked about what would happen if there were more nominations received than places available on the committee. Gemma explained that there would have been a ballot to decide which nominees were successfully appointed.</i></p>	Gemma Wardle

	<p><u>Volunteer Roles</u></p> <p>Gemma thanked Ruth Hancock, Nick Wilson, Tony Jowett and Lindsay Oates for their offers to take on volunteer roles for the coming year, and advised that they would be contacted by the 2025/26 committee in due course.</p> <p>Gemma thanked the committee members who stepped down:</p> <ul style="list-style-type: none"> <li>• Becky Williams has served on the committee for two years as a general committee member, assisting with social events and fundraising, and grants and income. And Nige Haresign has been a general committee member for three and a half years, helping with social events and fundraising, and as a mental health champion. Thank you both!</li> <li>• Lynn Inglis has been our Club Secretary for two consecutive years, and has done a super job in this role supporting the committee and generally 'keeping us right'! Thank you, Lynn.</li> <li>• And finally, Ruth Hancock... Ruth was one of our founding committee members and has served on the committee ever since. She has worked hard in a range of committee and volunteer roles, including serving as Chair, and has been an absolute rock for HARC over the last five years. Huge thanks, Ruth. The committee won't be the same without you.</li> </ul> <p>Gemma explained that specific roles to be held by the new committee will be decided at the next committee meeting. She invited members to volunteer at any time (email <a href="mailto:chair@harc.uk">chair@harc.uk</a>) to assist with a specific role/project or simply as someone who can be called upon to help out as and when needed.</p>	
<p><b>8</b></p>	<p><b>Annual Charity Shortlist and Vote</b></p> <p>Members present were asked to vote by a show of hands for the annual charity to be supported by the club from the shortlist circulated on the agenda. The options were:</p> <ul style="list-style-type: none"> <li>• Chopsticks</li> <li>• POSCH</li> <li>• Hambleton Community Action</li> </ul> <p>With a vote of 17, Hambleton Community Action was the winner. Gemma will inform them that funds raised through HARC Angels and other events during the 2025/26 membership year will be donated to them.</p>	<p>Gemma Wardle</p>
<p><b>9</b></p>	<p><b>Closing Remarks</b></p> <p>There were no further items to discuss.</p>	<p>Gemma Wardle</p>

	<p>Gemma thanked everyone again for attending the AGM and invited members present to join for a drink at The Green Dragon, Bedale.</p> <p>The meeting was closed at 19:50.</p>	
--	--	--

### **NEXT COMMITTEE MEETING**

Monday 10<sup>th</sup> March 2025, 19:00 at Leadout Performance's Clubhouse