

HYDE PARK HARRIERS

Minutes of a meeting of the committee (the **Committee**) of Hyde Park Harriers (the **Club**) duly held and convened by teleconference on Sunday 9th June 2024 at 6pm.

Present:	Tobias Adkins	(TA – Chair)
	Clare Evans	(CE – Membership Secretary)
	Ed Shakespeare	(ES – Committee Member)
	Grace Roberts	(GR – Club Secretary)
	Honor Baldry	(HB – Coaching and Development Lead)
	Bethany Chambers	(BC – Committee Member)
	Sam Hadfield	(SH – Social Media and Communications Lead)
	Richard Garratt	(RG – Committee Member)
	Ellie Williams	(EW – Committee Member)
	John Pratt	(JP – Tri Club Committee Representative)
Apologies:	Katherine Kirkham	(KK – Club Treasurer)
	Curtis Ledger	(CL – Committee Member)
	Sharon Nahal	(SN - Committee Member)

1 Notice and Quorum

It was noted that the meeting had been duly convened and that a quorum was present for the purposes of the Club's constitution.

2 Previous Minutes – All

The minutes of the meeting of the Committee on 28 April 2024 were approved as circulated and will be uploaded to the Club's website.

3 Welcome to New Committee members

The committee welcomed the new members of the committee and noted its thanks and appreciation to the previous committee for their work over the past years and for continuing their jobs in the interim period.

- 3.1 The existing committee explained to the new committee the current processes in running the club and the existing forms of data storage, communications, and social media.

A discussion was had over whether to keep the club's Twitter account. **Action point – TA** to check with other sub-groups (summer mile organising committee, social committee etc.) to see if there is a need to keep this.

It was noted that the website is currently maintained by TA, GR and SH. The committee are grateful to Adam Lomas who has provided continued support regarding the website.

- 3.2 Discussion on allocation of roles

The committee noted three main tasks that need to be performed as a team effort across the committee. These are: Spond administration, writing and sending the Club's weekly newsletter, and updating the Club championship tables.

It was agreed that Spond administration would be done by RG, ES, EW, HB, and TA. **Action point – RG** to communicate to new committee members how to do Spond admin.

It was agreed that the newsletter would be done by GR, BC, RG, EW, AR-Y, and SH. **Action point - CE** to provide a list of members who did not agree to having their image shared to the newsletter team. **Action point - TA** is to arrange a separate meeting with the newsletter team to explain how to use MailChimp.

It was agreed that club championships would be updated by CE, CL (for parkrun champs) and ES.

4 Membership Update – Clare Evans

- 4.1 CE reported that the Club currently had 227 first claim members.

- 4.2 CE provided an update on club vests. An order for vests was placed at the start of May and is due to arrive this week, costing ~£650. This includes 2-3 vests each size and in each style for new members.

- 4.3 It was raised at the AGM whether Fastrax (vest provider) provided a recycling service. CE asked Fastrax regarding recycling who responded reporting it was something they were making enquiries about but were not able to provide at present. CE to update if any progress occurs on this.

- 4.4 It was noted that the new T shirts are popular, the committee thanks Jaz Bangerh for her efforts on this. An issue was highlighted that if a new member requests a shirt rather than a vest, there would be a delay in ordering as there is a minimum of 6 per order. The committee decided that this would be dealt with as and when it may happen. **Action point - GR** is to update the website to make the ordering process easier to find.

- 4.5 CE noted that there is currently no news on club allocated London marathon ballot places. An

update is expected at the end of July. CE will report any updates to the committee and the wider club.

5 Finance Update – TA (in KK’s absence)

- 5.1 It was decided that the current club personnel on banking mandates was sufficient, therefore no action is currently needed.
- 5.2 A discussion was had around Google payment plans. The club currently pays £6/email address per month and currently has 7 email accounts (hello, chair, welfare, club trip, PECO, summer mile and tri club). If moving to an annual payment plan, this would save £80/year. It was therefore decided that the club will move to the annual plan.

It was suggested that, due to a change in how club trips are now arranged, it may be possible to remove this from the account. **Action point – TA** to contact club trip organisers to see if this account is used.

- 5.3 It was noted that the club is discontinuing using IONOS for the website. All committee are to report to TA if any invoices are sent to the club account from IONOS.

6 Social Events – All

- 6.1 The post Leeds half/marathon social was smaller than the previous year but those who did attend had a good time.
- 6.2 Calderdale relay social was well attended.
- 6.3 Around the Park Around the Clock wasn’t as social as previous years due to the poor weather this year. However, the turnout was still good.
- 6.4 Upcoming potential socials include ad-hoc post-race socials, and a trip to a sporting event.
- 6.5 It was noted that the progression week social was well attended in June. It was noted that some members were unaware of the regular social on the first Tuesday of the month. **Action point – all committee** will promote the social in the days approaching the first Tuesday of the month and will arrange a meeting place near the Edge to walk down for those who may be anxious to find the group in the venue.

7 Volunteering – All

- 7.1 It was reported that Leeds Marathon volunteering went well. Despite not getting enough volunteers from the club to achieve a monetary donation to the club, each volunteer got a free Run For All race entry.

Bag drop was selected this year as the water station that was offered to the club was out of the city and there were concerns that members wouldn’t be able to access it. It was suggested that perhaps in future years, we don’t necessarily need all our volunteers to be at the same location, and that members may have been put off bag drop due to an early start and perceived hard work.

JP (who volunteered at this year’s event) noted that it was a very simple and easy volunteer role with the bonus of free entry to the stadium to watch marathon finishes (whereas the public would have to pay to access). The committee suggested this be used to promote volunteering

next year.

7.2 Volunteering for the Summer Mile is healthy with lots of Harriers offering to help.

8 Summer Mile - All

8.1 It was decided that a member of the committee will sit on the summer mile to make communication between the two groups easier.

8.2 After the discussion about the Summer Mile at the AGM, several members have suggested eco-friendly alternatives to medals. These will be forwarded on to the Summer Mile committee. The committee thanks the input from Steve Prust and Anne Akers on this matter.

9 Track Day - Grace Roberts and Honor Baldry

9.1 GR reported that the track has been provisionally booked for Sunday 11th August. Pending payment, risk assessment and public liability insurance certificate provided to Beckett. ES also volunteered to support the organisation of the event.

9.2 GR is to poll members via Facebook to ask members what activities they would want from the day.

9.3 HB is to develop and circulate a 5k training programme.

9.4 It was noted that in previous years, despite booking the track for exclusive use, others were still accessing the track and it wasn't advertised as unavailable on Beckett's communication – GR is to be more direct with them next year.

10 Club Competitions/Championships – All

10.1 GR reported that the website table links have all been updated for the 24/25 season.

10.2 CE reported that the information for age-graded tables has been provided to Dan Donnelly in order to update the age grade champs.

10.3 It was suggested by members that the parkrun champs could be improved by counting the top 9 performances each year (current system uses all 12). As the parkrun champs are already underway this year, the 24/25 season will remain the same, but the committee will bring in these changes for 25/26 season.

10.4 It was raised at the AGM that shields may potentially be replaced with a 'Hall of Fame' on the website. This will be discussed at the next committee meeting.

10.5 It was noted that some races change time/date with little notice. All committee members are to keep an eye out for any changes and report back so that the champs webpage and newsletter can be updated to reflect any changes.

10.6 It was noted that for the club competitor, members could score 2 points from the same event if running and volunteering. A discussion was had as to whether to change this for a maximum of 1 point per event. As there is a cap (of 3 points) on the amount of volunteering credits an individual can gain each year, and to reflect how much the club values volunteering, it was decided to keep the system as it currently is. Suggestions to discuss at future meetings include having a separate volunteering competition/award.

11 Relays

- 11.1 The committee wish to thank Richard Cartwright and Jonathan Carpenter for their organising efforts for the Calderdale Way.
- 11.2 It was noted that the club will need organises for the Leeds Country Way – TA to reach out to previous relay organises and to wide membership to find volunteers.

12 Club Standards - Grace Roberts

- 12.1 GR reported that the club is 7/7 for club standards for EA.
- 12.2 An email from EA re: welfare has been forwarded by GR to the hello and welfare HPH email accounts for CE and CL to read and review.
- 12.3 TA reported that the EA updates regarding safeguarding requirements (correct code of conduct and leader licences) are not clear in terms of what action the club need to do. **Action point – GR** to contact EA for clarity.
- 12.4 GR noted that EA had contacted to encourage submitting nominations for the EA club awards. **Action point – GR** to look into categories and **the committee** will submit nominations by the deadline.

13 Sessions – All

- 13.1 HB reported that there had been 59 responses to the coaching survey put to members. Briefly: 90% wanted to improve their running, 60% reported they were working towards a specific goal. The most popular target distances were 5k and half marathon. Majority reported that the support they wanted from the club would be in-person sessions and online training plans. Members reported they would want activities centred around strength and conditioning, running form and technique.
- 13.2 HB has been working with fellow coach Curtis Broadhead (CB) to deliver sessions between intervals at the track delivered by HB and strength and conditioning sessions at Woodhouse Moor delivered by CB. Track sessions will have a focus on technique, Woodhouse Moor sessions will focus on strength and conditioning with more elements of fun/games.
- 13.3 HB will revive the HPH Training Pals Facebook page to encourage members participating and to communicate details of the training plans.
- 13.4 JP noted that HPH Tri club rely on HPH (run) Club for the run element of their training – it was raised that, previously, Cooper tests are part of tri schedule and whether these could be incorporated into HB's plans. JP and HB to discuss separately.
- 13.5 LiRF and CiRF applications – it had been agreed at a previous meeting that Cat McGuire would receive funding for a CiRF qualification. It was noted it was unclear whether AR-Y could transfer her CiRF place or whether a new one needs to be booked. **ACTION POINT – TA** to check this.

It was noted that Ciaran Tracey was interested in LiRF and CiRF qualification. The committee decided to fund this if the budget is available. **ACTION POINT – TA** to discuss budget with KK.

- 13.6 It was discussed that an annual budget of LiRF/CiRF courses should be drawn up and a regular round of applications be instigated. It was noted however that it is easier to arrange LiRF/CiRF

if members pay for the course themselves and get reimbursed by the club rather than the club buying vouchers.

- 13.7 It was noted that some members had issues with booking certain aspects of their LiRF qualifications. **ACTION POINT – Committee** to clearly communicate the process to any members undergoing LiRF/CiRF.
- 13.8 JP raised that Tri club has some coaches available to support session planning and delivery. JP to share details of tri coaches with the Club. **ACTION POINT – JP and HB** to liaise separately.
- 13.9 Group 0 – ES suggested formalising the running of Group 0. It was decided to add a recurring Spond event for Group 0 alongside the other groups, to promote the group as a regular option for injured/non running people to stay connected with the club. It was also suggested to always start Group 0 at the steps alongside other groups to ensure inclusion. **ACTION POINT – ES** to promote group via social channels. **ACTION POINT – RG** to set up repeat group 0 from 18th June. It was also suggested to change the group name to allow better understanding from non-regulars who may not be familiar with group format. **ACTION POINT – all committee** to consider a new name for Group 0

14 Communications

- 14.1 SH updated the committee with his plans for his position as communications lead. SH confirmed he now has access to most of the club's communication channels and will be looking at the analytics and data from these. SH will then develop and send out a survey to members to assess what they want from the club's communications. SH reported that chatting to members has given a range of opinions highlighting the need for a survey.

SH requested the committee report any difficulties in current communications to determine any process that could be streamlined. **ACTION POINT – all committee** to report any 'pain points' of communications and to think & report to SH what the audience is for each channel – who is using it and why are they using it. This will inform how to better tailor communication for members' needs.

It was noted that Facebook is the main form of communication for both the Club and the Committee – this is often not ideal as the algorithm means that notices are not always highlighted to all.

SH suggested a discussion on start/stop/continue for the website. TA advised separate meeting to discuss this. **Action point – SH** to arrange comms meeting.

HB noted it would be good to have more images of sessions in action for use in communications. **ACTION POINT – all committee** to send pictures of sessions to HB.

15 Welfare - Curtis Ledger

- 15.1 Unclear whether access to the welfare inbox has been updated for CE – **ACTION POINT – CE** to chase up with CL to check that access has been given to Clare. EA require that two people need access.
- 15.2 TA noted that EA's new safeguarding standards that need to be achieved by 2025 were not clear on what was needed of the club. **Action point - GR** to contact EA for clarity.
- 15.3 TA noted that the previously raised welfare issue appears to now be resolved.

- 15.4 TA noted that all need to be aware of EA requirements for volunteers re: inappropriate comments. All committee should address this with individuals of the club if such behaviour is seen in a club setting.

16 Tri Club Update – JP

- 16.1 JP noted that no major updates have occurred in the HPH Tri club since AGM. The Tri club currently have 31 members and 18 casual participants.

Tri club sessions are variable in attendance. Monday night cycles have had lower attendance likely due to persistent wet weather. Wednesday swims have a regular attendance.

- 16.2 JP suggested that the Tri club committee would benefit from shadowing the equivalent roles in the (run) club committee, especially as the incoming Tri Club committee is likely to be majority new committee members. The (run club) Committee agreed to support the Tri club committee where possible.

17 Any Other Business – All

- 17.1 Racewalking – TA highlighted to the committee that the club has a small number of members who racewalk.

- 17.2 Surveys – HB's coaching survey has finished. There are several further surveys planned, including SH's comms and TA's general survey. Other surveys may be useful regarding volunteering, socials, championships and summer mile. It was noted that these should be spaced out to not overwhelm members with surveys.

- 17.3 EA AGM on 10 June – TA noted that there is a vote on proposals to change the age categories of junior athletes at EA's AGM on 10th June. EA are against resolutions and have encouraged clubs to vote, however as HPH have no stake in these changes as we have no junior members, it was agreed that the club do not take part in this vote.

- 17.4 10K canal time trial – TA proposed to run this event again this year.

- 17.5 Billy Bland Relay – RG part of organising team for this event. **ACTION POINT – RG** to complete risk assessment for the event and for any associated runs (e.g. reces). Each recce needs a designated leader (i.e. 'responsible person').

18 Future Meetings – GR to poll committee for next meeting in July