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**OVERSEAL RUNNING CLUB**

**Minutes –AGM Meeting 20th October 2019**

1. **Attendees**

Justin Kirkham (JK), Simon Locker (SL), Marie Kirkham (MK), Hannah Lines (HL), Trudie Howman (TH), Julie Chamberlain (JC), Alison Wright (AW), Mat Davies (MD), Vickie Knight (VK), Kirsty Martin (KM), Melissa Howell (MH), Steve Margetts (SM), Dorota Masurek (DM), Lynn Statham (LS), Sam Jones (SJ), Mark Blackman (MB), Kat Davies (KD), Rosalee Bennett (RB), Sarah Stevenson (SS), Jayne Rawlins (JR), Mark Rawlins (MR), Cinzia Dunachie (CD), Alison Roscoe (AR), Jan Cope (JCo), Carol Gill (CG), Sandy Churchward (SC), Laura Trigg (LT)

1. **Apologies**

Adie Kirkham (AK), Stephen Turner (ST), Andy Burton (AB), Wayne Pycroft (WP), Louise Bakin (LB)

1. **Welcome from Chair**
	1. JK welcomed all attendees to the AGM and set out the rules of participation in the meeting
	2. Minutes from previous AGM wereunanimously accepted by all present as correct
2. **Report from Chair**
	1. JK presented his Chair’s annual report – see appendix 1
3. **Treasurer Report**
	1. SL presented his Treasurer’s annual report – see appendix 2
4. **Social Report**
	1. AW presented the Social Team’s annual report on behalf of herself, JC and MK – see appendix 3
5. **Secretary Report**
	1. HL presented the Secretary’s annual report – see appendix 4
6. **Welfare Report**
	1. VK presented the Welfare Team’s annual report on behalf of herself and TH – see appendix 5
7. **Media Report**
	1. MD presented the Media annual report– see appendix 6
8. **Merchandise report**
	1. TH presented the Merchandise annual report– see appendix 7
9. **Comments on reports**
	1. JC advised all of the social subcommittee and inviting all members that wish to be involved to contact her
	2. SL asked if anyone has ideas on any club purchases to please contact him
	3. SL also to look into getting external coaches in for “one off” sessions to improve running skills/knowledge
	4. JK thanked ST for kindly organising the supply of a club gazebo in conjunction with his company which is gratefully received by the club for events.
10. **Constitution amendments**
	1. Amendments to the constitution were agreed by all those present. To be adopted henceforth.
11. Committee role elections
	1. All current committee members stepped down as per constitution. JK thanked them for their hard work and achievements
	2. JK stood for Chair, seconded by JC, elected
	3. SL stood for Vice Chair, seconded by JK, elected
	4. KM stood for Women’s Club Captain, seconded by JK, elected
	5. AK stood for Men’s Club Captain, seconded by SL, elected
	6. SL stood for Treasurer, seconded by MK, elected
	7. SL stood for Head Jog Leader, seconded by HL, elected
	8. HL stood for Secretary, seconded by CG, elected
	9. MD stood for Media, seconded by TH, elected
	10. JC, MK and LT stood for Social Secretary, seconded by KM, elected
	11. TH and VK stood for Welfare, seconded by MK, elected
	12. TH stood for Merchandise, seconded by SM, elected
	13. MH stood for Membership, seconded by JC, elected
	14. ST stood for Non-Portfolio, seconded by MK, elected
12. **AOB**
	1. CD stated she has been a member of few clubs and often ran alone but is now very glad she joined our club
	2. CG asked if we could have more regular specific running sessions. SL going to try to plan this as part of new job role as Head Jog Leader, but will need sufficient Jog and Co Leaders.
	3. KM asked if we had any plans yet for next intake of C25K. JK advised we will have separate committee meeting to plan this but will be run in January as usual.
	4. CD asked what the process was for becoming a Co Leader and Jog Leader. SL explained Co Leaders attend a session run by Jog Derbyshire which takes a few hours. SL to ask for those interested. Active Co Leaders that want to become a Jog Leader to contact SL as we are looking to recruit more Jog Leaders.
	5. SM asked about coaching level teaching, SL to look into qualification and gte back to committee
	6. CD asked about affiliation JK discussed committee looking into the benefits/disadvantages of this
	7. CD asked about Christmas Social Activity, SL organising Christmas night out see FB. SC invited attendees to participate in Church Roof Virtual Run to raise money for church roof, JK encouraged club members to support this cause.
13. **Date and time of next meetings**

Next committee meeting TBC

Next AGM Provisionally 18/10/2020

Appendix 1.

 Chair - Agenda

Overseal Running Club AGM

20th October 2019 – Village Hall, Overseal

 1. Welcome & Members Present

2. Apologies for absence

3. Vote to adopt 2018 AGM minutes

4. Matters Arising from AGM 2018

5. Club Chairman’s Report

6. Club Treasurer’s Report

7. Club Social Committee Report

8. Club Secretary’s Report

9. Club Welfare Officers Report

10. Club Media and Web Update

11. Club Merchandise Update

12. Election of Chairman and Committee

13. Any Other Business

a. Formation of new/Specific Couch to 5K group

14. Date of Next AGM and Wrap up.

5 – Chairman’s Report

Apologies as this AGM is overdue...trying to hold onto my Johnson like position as chairman...Boris that is Founded by Mr Simon Locker five years ago we now have 138+ members.

Our members are very active. After all we are ORC

A club built on faith from the very beginning

A faith in ourselves

A faith in each other

We don't take shortcuts, we earn our miles

However great the temptation we never stop, we never lose faith, we keep moving forwards. We are ORC

Highlights and Overview

• Ben Nevis

• Thunder Run

• Calke Abbey 10k

• Couch to 5k 2019

• Castle to Cathedral

• Nottingham 10K

• Dragons Lair

• Monsal Trail

• Awards Evening

• Countless ParkRuns & Takeover

• Countless Coffee and Cake mornings

• Over £10k+ raised for charity between members

• 12 months as ORC

o 3 runs per week

o 7k ave per run

o 24 people per run

o 52 weeks a year

o 26,208 km total

o 24,902=Aroundtheworld

I became Chair in September 2018 following the AGM and the departure of the outgoing Chair, Julie Chamberlain.

I am very honoured to take over the role and I have enjoyed overseeing an eventful year in the clubs history. The year which will be explained in more detail throughout the AGM. We seem to outperform many other clubs in terms of love dedication and devotion.

Our latest scandal which could have been avoided, we were bruised but nothing long lasting.

Thanks go out to the members of whom many contacted us, during the process offering their support.

I am pleased to announce that Brexit will not effect this club.

We remain focused however, on delivering the club strategy. We are excited by the opportunities ahead but also cautious as we realise that shaping ORC in to what we want it to be, after the early years, will take time and continued support.

Governance

Outgoing Vice Chairperson/Membership: Emma Thompson

Long serving Emma Thompson has been an invaluable member of the ORC team for over many years, however as the focus of her new venture offering sports and rehabilitation massage meant that Emma cannot commit to the club she loves. We wish her and her new venture well. She has plenty of customers and plenty of happy endings...to people rehabilitation’s.

Special thanks go out to

Treasurer: Simon Locker / Charlotte Locker

Secretary: Hannah Lines

Welfare officer: Vickie Knight / Trudie Howman

Media: Mat Davies

Social: Julie Chamberlain / Alison Wright / Marie Kirkham

I would like to give my heartfelt thanks to their commitment and support. We have fun running this club. I love you all.

Diversity within the club is essential, and we believe this plays an important role the success of the club. The diversity and values of our varied member base ensures we endeavor to provide equality of opportunity and will not tolerate discrimination on grounds of gender identity, sexual orientation, race, nationality, religion, age, disability or any other grounds.

As the club continues to grow there has been increased focus on creating a consistent method of implementing Health and Safety measures and evaluating the Clubs safety performance. Policies are implemented, in conjunction with legal standards, to protect our members and general public.

Our biggest risk to this is ourselves, so lets continue to treat each other well and always choose the right time and place to raise club matters. Lets be honest and open without jeopardizing each other’s happiness.

Our People

Our Members are a priority and the Committee is dedicated to treating all members with dignity and respect. We appreciate all the efforts and contributions that have made.

We are very pleased to welcome many new members to the Group who have added even more weirdness than existed before. Some really good runners too. We sometimes forget to realise what runner offers to each individual...we all have our own stories to tell about the benefits of running...mentally and physically. Key individuals within the club have such a level of knowledge and experience of the community and sporting life which makes them essential to continue to further the interests of the club. We are always looking for volunteers to step up and become a Jog Leaders.

Outlook

We remain very focused on delivering our elevated club proposition. We will see some great milestones achieved in the year ahead, with the Gunby Gallop we believe will be a fantastic running experience and showcase our intentions to make a staple run event for many in the local area.

“You know my feeling about what we did!!! We’re fucking awesome!!!”

“Great event today, really enjoyed taking part. Friendly people, great location and the marshalling was the best and most comprehensive we've seen - even for plonkers like us it was impossible to go wrong ! Looking forward to coming along again next year...hopefully without the bees !!”

We have a dynamic committees team making sure we retain the core values of the club.

We would like to see some stability and certainty with club funds. To this end, sponsorship will be investigated and Simon Locker has promised to stop using funds for his Botox.

It is an exciting time.

Community involvement

The Club engages at various levels with the local communities in which we operate, and in relation to our base in Overseal. We continue to actively work with Overseal Gala Committee, which aims to help Overseal retain its local support functions and community spirit.

The Club supported a number of local charities and organisations through the year primarily through the donation of friends and Family. Notable events were:

Gala

Tug Fireworks Gunby Gallop

Eco-Friendly – Away from Old and new cars...ORC are contributing to the Co2 emissions problems...so Boris Johnson has asked me to ask you all to stop breathing out. Ha Ha!

Date of Next AGM – Sunday 18th October 2020

Appendix 2.



**OVERSEAL RUNNING CLUB 2019 AGM TREASURERS REPORT FOR THE PERIOD OF**

**30th JUNE 2018 – 30th SEPT 2019**

* Overseal running clubs total balance as of 30th June 2018 was **£2,277.00**
* Total Monies (in) during the period 30th June 2018 – 30th Sept 2019 was £**8,465.00**
* Total Monies (out) during the period 30th June 2018 – 30th Sept 2019 was £**7,909.00**
* Overseal running clubs total balance as of 30th Sept 2019 was **£2,833.00**
* **POSITIVE ANNUAL DIFFRENCE £ 556.00**
* Current overall balance to date 19/10/19@ 5PM **£ 3,438.52**

**OVERSEAL EVENTS COST CAPTURE**

**Awards Night 2019:**

* Ticket sales £682.69
* Raffle takings £215

**Total In - £897.69**

* Food £648.33
* Decorations £100.50
* Trophy Engraving £ 108.00
* ORC Lights £ 44.83
* Entertainment £300
* Hall Hire £75.00

**Total out - £1276.66**

**Deficit - £378.97**

**Gunby Gallop 2019:**

* PayPal Race Entries £1055.24
* Cash Race Entries £389.00

**Total in £1444.24**

* Running Pins £16.50
* Goody Bags £140.26
* Medals £933.60
* Toilets £288
* Banner £180
* First Aid Cover £60
* Race Numbers £163.39
* Race Graphics/Posters/Flyers £170

**Total £1961.70**

Deficit - **£517.46**

* The total monies in have been a combination of Cash and PayPal payments with roughly around 75% of those being PayPal transactions.
* The total monies out again has been a combination of Cash and PayPal payments, with roughly around 85% of those being PayPal and roughly 50% of them being merchandise payments.
* Over all, Overseal Running club funds are in a healthy state as already mentioned. However to minimize unnecessary expenditures and maximize revenue, the Overseal Running Club committee needs to look closely at it’s costing for any future events to ensure any losses are kept to a minimum.
* I’m currently in the process of establishing an Overseal Running Club Bank account, with HSBC. One established this would help to streamline payment to Overseal Running club. This will also reduce any PayPal payments, as PayPal currently take a handling fee for certain transactions
* The Bank account will be used for all Overseal Running club transactions, except for club merchandise, which will go directly to the clothing company, which produces all ORC merchandise.

**Overseal running club Treasurer: Date:**

***Simon locker 17/10/2019***

Appendix 3. `

**Social Update/CAKE Update**

* We do like a good social event for the club and the village of Overseal
* We have held several coffee and cake mornings over the last year and thank all of you who have baked and provided cakes.  You really are very talented.  One of these coffee and cake mornings raised £173.20 for Dementia UK in memory of Wayne’s Dad
* We organised the awards night and for those of you too drunk to remember it was a fantastic evening – and that raffle!  You are very generous.
* When Abeigh & Bethan Locker organised a half marathon we supported with more cake (and coffee) to raise funds for Scotty’s Little Soldiers
* We helped with Overseal Gala – shaking buckets to raise funds for the village to put on events like Overload and the Firework display.  We also had a stall to raise funds for the club.

Appendix 4.

**Secretary Annual Report 2018-2019 - Hannah Lines**

My role as secretary involves ensuring meetings are effectively organised, maintaining minutes and administration and effective communication and correspondence with the committee and club members.

Since last AGM we have held 5 committee meetings, 1 C25k planning meetings, 2 awards night planning meetings, 1 Jog and Co leader meeting and 2 Gunby Gallop planning meetings

* 13/09/2018 - Committee Meeting
* 15/11/2018 - C25k Planning Meeting
* 12/12/2018 - Committee Meeting
* 09/01/2019 - Committee Meeting
* 23/01/2019 - Awards Planning Meeting
* 15/02/2019 - Awards Planning Meeting
* 05/04/2019 – Jog and Co Leader Meeting
* 22/06/2019 – Gunby Gallop Initial Planning Meeting
* 25/09/2019 – Emergency Committee Meeting
* 02/10/2019 – Committee Meeting
* 20/10/2019 – Annual General Meeting

Appendix 5.

**Welfare Officers Report 20.10.19**

Luckily we have not had to be involved with too many issues over the last 12 months since we took on this role:

· Miscommunications between members – dealt with via Chair and Welfare Team. Resolved with both parties happy at outcome.

· Safeguarding issue – raised via a club member. Alongside Chair and Vice Chair/Treasurer a meeting was held for female members of the club to raise awareness of how to stay safe when out running – both with the club and if running alone. This was part of a bigger safeguarding concern which was dealt with by Chair and Vice Chair / Treasurer

· Regular reminders to club members that they must be visible – torches and reflective clothing

· Ensure health and wellbeing of all members on runs to support and ensure the club remains inclusive for all members

· Attend all committee meetings to ensure any welfare issues raised can be actioned swiftly

Future proposals:

· All accident and near miss forms to be recorded by jog leaders via the website and then automatically emailed to the welfare team

Appendix 6

Appendix 7.

Merchandise Update

2019 seen the club kit clothing shop go online via Orc webpage

A new clothing range was introduced and appears to have been well like by all members

A big thanks to Matt for uploading all the variations and images to the online shop making the order process much easier

2020 will see just a couple more items added to the shop