



OVERSEAL RUNNING CLUB

Minutes – C25k Planning Meeting 15th November 2018

1. Attendees

Justin Kirkham (JK), Emma Thompson (ET), Charlotte Locker (CL), Kirsty Martin (KM), Hannah Lines (HL), Mat Davies (MD), Vickie Tomlin (VT), Trudie Howman (TH)

2. Apologies

Simon Locker (SL) Marie Kirkham (MK), Alison Wright (AW),

3. C25k Planning

Dates decided as follows:

Meet and greet (village hall) = 6th Jan

Start date c25k = Sun 13th January 2019

Finish date (last run) = Sun 17th March 2019

Celebratory Parkrun = Sat 23rd March 2019

Optional Parkrun = Sun 24th March 2019

Awards night (including giving of c25k medals) Sat 30th March 2019

4. Promotion

JK to print some posters A5 size design as previous design. Aim to distribute in local area such as weight watchers groups, doctors etc.

MD to change landing page of website to a C25k info page

Add an email contact address for people to register interest – can email out closer to time with meet and greet info

5. Payment

£10 as previous years

MD in the process of developing club shop which will allow electronic form filling and payment for c25k, c25k upgrade and full club membership.

Payment for c25k to be made via shop, if other method use can issue a voucher code to allow checkout in shop.

6. Membership cards

VK to look into designing prototype for c25k intake 2019. Laminated plus barcode for future tracking/scanning. Include name, membership number and emergency contact details.

Can be handed in at start of run and handed back at end by Jog Leader to ensure all members return safely

7. Feedback from past c25k

All very positive feedback from last year's cohort. If group is as large as previous year may need to consider splitting. To organise jog leader/co leader meeting 12th December prior to committee meeting to address issues brought up by a jog leader and co leader and to plan roster/availability. MD to post survey to look at availability for leaders.

8. Meet and greet

Simon to present as previous

(note from Hannah - do we need to book hall 9-12am? ?10am start time, need to get tea/coffee/milk/sugar+hot water urns, projector, forms, pens, get volunteers)

9. AOB

An official complaint was discussed which will be addressed and discussed with the party concerned in the presence of the Chairperson and a welfare officer in order to determine course of action.

10. Date and time of next meeting

Wednesday 12th December 2018 @ The Pavillion

Jog leader meeting followed by Committee meeting (need to confirm times)