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| **MINUTES****Date: 1st March 2016****ILTSC** |
| **Present** : Petra Bijsterveld, Rachel Carter, David Chandler, Neil Chapman, Hilda Coulsey, Jane McCarthy, Helen Waddington, Shirley Wood. |
| **Apologies:**  Martin Archer, Val Kerr   |
| Item |  | Action |
| 1 | **Minutes of Meeting 2nd February:** Agreed. Item 4 i title should read “Facilities Proposal Update” |  |
| 2 | **Matters Arising** (not covered in later discussion)1. Tent: The tent is in use and will remain without the logos.
2. A male Fell Captain to take over from Dan has been suggested and will be followed up by Neil and Dan.
3. ILTSC noticeboard update is awaiting the more detailed Gazette report
4. The first aiders course is likely to be towards end April
 | **NC****HW****SW** |
| 3 | **Running the Club**i. **Harrier of the Month and Volunteer of the Month**. Helen’s mail highlighting people and events through the month to entice additional nominations has been very successful and should carry on when possible. Nominations as follows:**Harrier**: * Ruardidh Mon-Williams for performance in the Fell race
* Matt Newell for a great time in Dewsbury 10k
* Jack Wood for his Rombalds and Fell race results
* Outi Kamarainen for her 2nd overall in the Marmot Dark Mountains marathon and 1st mixed team in the long score (10 hours)
* Mary Gibbons for PECO and Fell race performances
* Sue Williamson for performance in the Fell race
* Mark Mon-Williams at Rombalds

**Volunteer:*** Fell race organisers
* Steve Weston, Fell race organiser
* Val Kerr and Sarah Hayes, Fell race sweepers
* Fell race marshals
* Jane McCarthy, Junior Fell race organiser

The Harrier was voted as Outi Kamarainen and for Volunteer the wonderful work done by all the volunteers involved in the Fell race are recognised and much appreciated and Steve Weston gets the award.ii. **Kit Storage at ILTSC:** Val has discussed options with the club regarding a permanent solution (presently our equipment has been located in a temporary container at the club). The advice was to go for a reasonable size, not too flimsy, flood resistant(!) and potentially capable of holding a generator for the Thurs sessions. With Martin not attending the cost was not confirmed.iii. **Liaison with ILTSC:** carried forward to next monthiv. **Fell Race:** Great comments were received from attendeesv. **Dales Way Relay:** Val is advertising this now for participantsvi. **HDSRL first race plan:** Neil has done some good work to evaluate options for food. It is proposed that the race starts and finishes at the rugby club and we pay their fee £150 for toilet, changing facilities etc. Then for afterwards we book the Clarke Foley Centre who can provide an all-inclusive price of £450 for food plus can accommodate the numbers and additional donations of food from ourselves. We should get £600 from the race organisers, but we should discuss with them if we have additional costs as our costs will be highest being the most attended event. Neil intends to apply for a licence for 450. The race will be Thurs 5th May and we will need many volunteers. We will alter the League race plan to replace this one with the 4th at Ripon on 14th June.vi. **Spring Newsletter:** Peter is progressing this to be completed shortly, delayed by illness. vi. **Beginners group:** This is likely to start Tues 3rd May for beginners (0-5k), with a follow on for improvers (to 1 hr or 10k to bring them up to usual club runs and potentially hence as new members). It will be advertised in the Gazette, Ilkley Chat, by flyer and whatever other ways we can. Volunteers are required to help and again will be advertised for next month.vii. **Juniors:** see facilities update. | **VK, MA****VK****NC with Andrew Sheldon****HC/ PB with Jane Bryant** |
| 4. | **Developing the Club** i**. Facilities proposal update:**  Application for planning permission is complete and we believe has been submitted. Draft constitution for the new company is not yet available. The Sport England grant process is being followed, an application is expected to be submitted mid year. Fundraising needs to be ramped up, gauging interest in donations and investments as well as adding support from volunteers with appropriate expertise in this area. A call for volunteers and interest will be launched this month to senior members.ii. **Club development plan and Clubmark.** Our Development plan and the Clubmark folder will be updated and finalised prior to submission end March or early April. A review of our arrangements for meeting our policy obligations has concluded that there are some practical steps we should take to ensure/ update “duty of care” provisions, particularly for U18s but also seniors. A paper has been prepared by Helen and Jane and will be discussed further with Neil, Jane B, Rachel, Shirley and Hilda to agree on practical ways to enable them to happen appropriately and consistently for our activities. In addition to being important for our development as a club, this will support the evidence we will need to have available for the Clubmark assessment. | **SW/HC****SW/ HC****HW/ JMcC** |
| 5 | **AOB**i. **University project of fell running injuries and rehabilitation:** send to fell captains for them to progress if they wish.ii. **Santa Run:** A fundraising event for the new facilities is agreed with the authorities and is expected to be 26th November when the lights are turned on.iii. **London 2017 World Athletics Champs:** We have been allocated 10 priority access slots for volunteers to receive tickets. These will be advertised for interested coaches and run leaders, some nominated already by the committee, and if over subscribed a ballot will be organised. | **RC****SW****HC** |
|  | **Date of next meeting – Tuesday April 5th 8.30pm ILTSC**  |  |