

Committee Minutes

13th July 2021

 individuals remotely

**Present:** Steve Coy, Neil Chapman, Hilda Coulsey, Beth Massey, Vince Gibbons, Dawn Turner, Jonathan Turner, Jean Sullivan, Jeff Green

**In attendance**: Peter Roll

**Apologies:** Sue Williamson, Jayne Norman, Paul Stephens, Martin Archer, Sally Armitage, Mike Abrams-Cohen

**Minutes of Meeting** 10th May: Agreed

**Actions from last meeting:**

1. Martin is still in discussions with the tennis club.
2. Steve Newall won the London Marathon ballot place.

**Matters arising** – there were no maters arising.

**Membership and Treasurer’s Items**

* Martin is preparing for the AGM, likely to be keeping the subs at the same price, any increase from EA can be absorbed.
* Martin has spoken to Jeff re taking over as Treasurer but will wait until after AGM to progress this.
* Still in discussion with the tennis club with regards charges and plans to return to ITLSC

**Club Training**

* **Review of sessions** – good selection of groups in Burley-in-Wharfedale but Ilkley could do with a faster group. Peter is happy to still take out a slower group. Jonathan is happy to take a faster group and could alternate with Nick Kealey. Jane McCarthy will keep a B-in-W group going. Post the meeting Jonathan and Nick will take the fast group in Ilkley.
* Seasonal meeting places were suggested if all groups returned to Ilkley, eg Cow & Calf in summer.
* It was agreed that a list of run leaders be produced so groups could be split and also change the wording of the group descriptions to make them pace based. **HC**
* **Use of tennis club -** Steve suggested waiting to see what the tennis club’s thoughts are and wait until isolation rules change in August, with a view to going back in September with a gradual re-introduction of groups back to Ilkley.
* It might be possible to meet in the grounds of the tennis club and set off at intervals.
* It was agreed we would still wish to retain a form of sign up/booking system for groups. The admin side of SignUp will be simplified with the ‘fit to attend’ form will be dropped and the onus on the athletes as opposed to run leaders to only attend if fit to do so and no COVID symptoms
* **COVID-secure environment -**  Jonathan reported the systems in place for positive tests worked well but were time consuming and suggested a checklist would be useful and a consistent policy needs to be agreed – 7 day rule of keeping away from training or a lateral flow test every day.

**JT to prompt Rob B re templates and checklist**

* Confidentiality was raised – people informed of a positive test need to be reminded that it is in confidence and the name of the person who tested positive shouldn’t be shared.
* The ‘fit to attend’ form will be replaced by a confirmation from the athlete that they are fit to attend and self assessment. Completed and in place from 19th July onwards. **SC to update Sign Up.**

**Map Run**

* Jeff raised the potential use of Map Run by the club for various things. After some discussion it was agreed to keep it on the ‘to-do’ list for the future and further investigation into potential use, possibly for run leaders.

**Feedback on open Committee roles**

* Martin is liaising with Jeff about taking over as Treasurer.
* All other roles remain open – Chair, Secretary, Club Captains – some roles could be dual roles.

**ALL to let SC know if any ideas.**

**Incidents**

* The incident/welfare issue mentioned at previous meetings is now closed.
* The positive Covid test has been discussed under Club Training.

**Communications**

* Jonathan can now upload news items directly onto the website.
* The embedded booking system is still ongoing.
* Email to be circulated to members about Sign-Up/fit to attend, intentions on returning to tennis club, encouraging members to submit race reports and reminding members of the clothing range available. SC complete

**AOB**

* **Training t-shirt in club colours –** there is a red one, could try sourcing some high-vis ones but need to know if interest is there. SC contacted Dobson and Robinson to look at options
* Members addresses cannot be given out to other members.
* **HOMNOMS** – agreed to re-start this again from September. Jean will facilitate it and will also pick up from the month’s results if any club records have been set so they can be updated. A comm to be sent out to finalise
* **Swapping of race numbers** – members to be reminded that this is not allowed and there is an official process that needs to be followed.
* **Track update** – track sessions have re-started and are being coached between Malcolm Pickering and Neil. **SC to follow up with Mark Iley re numbers attending and plans going forward**
* **Circuits update –** IGS has been booked from September 2021 to Easter. They have asked for a risk assessment and made it clear that IH would be responsible for cleaning everything after use including mats.

**Next Committee Meeting: AGM – Tuesday 21st September at 8.30pm via Zoom**

***Note – a pre-meeting for AGM planning will be held Tuesday 24th August 2021 at 8.30pm***