



Committee Meeting – Minutes

Date: **5 May 2026**

Time: **20:20 – 22:00**

Location: **Tennis club, back meeting room**

Committee members in attendance	• (NK)	Nick Kealey (Chair)	• (RMW)	Rebecca Mon-Williams
	• (RB)	Rob Budding	• (AO)	Andrew Overend
	• (NC)	Neil Chapman	• (RW)	Ritchie Williamson
	• (HC)	Hilda Coulsey	• (WW)	Will Worboys
	• (JG)	Jeremy Greenwood	• (JS)	Jean Sullivan
	• (JM)	Jane McCarthy		

Item	Action
1 Apologies for absence Jon Denniss (JD), Becky White (BW) and Sarah Lambert (SL)	
2 Minutes of meeting held on 3 March 2026 The minutes were approved as an accurate record.	
3 Matters arising <u>Update on the new website</u> The prototype new website looks good but it was felt some of the imagery could be more inclusive – although it was noted that this is just an initial draft. NK will provide this feedback to the team developing the website. The work required from Sam (domain transfer and migration of existing pages) remains outstanding with the lack of response causing frustration.	NK

NC offered to attempt Sam by phone but if progress cannot be made soon an alternative approach will be adopted. An option discussed would be to create a new domain and archive the old site by screen-grab.	NC
<u>Club's use of social media</u> WW has established a small team to help manage the Club's social media presence. They plan to get going in earnest once the new website is operational.	
<u>Collation of emergency contact information</u> It was agreed that the sign-up process was working well with the new rota for ensuring sufficient leaders at circuits and the track proving to be a success. There had been isolated incidences of participants not registering via Sign-up and of run leaders not correctly recording run details on the system. NK to send an email to run leaders reminding them of the process.	NK
<u>West Yorkshire events</u> The West Yorkshire league have confirmed that Ilkley Harriers can continue to participate in the athletics league. AO has promised that the Club will provide a volunteer for the cross-country races and AO will coordinate this at the time.	AO
The West Yorkshire league have asked whether Ilkley could host a cross-country event. NC has established that Nell Bank might be a suitable venue but parking an issue. It was agreed that AO would follow up with the league to identify parking requirements and to establish whether Nell Bank would be able to use the event as a fund-raising opportunity.	AO
<u>England Athletics awards</u> JS gave a summary of the regional award categories and it was agreed that the Club would support a nomination for the Learning Disabilities group for the 'Unsung Project' award. JS will work with the team supporting that group to submit a proposal JS will also speak to Heidi Bradley at England Athletics to ensure there is support at that end.	JS
<u>40th Anniversary celebrations</u> JS provided an update with the key point being that plans are progressing well, including the necessary Risk Assessments As previously agreed by the Committee, any proceeds made from the events will be donated to the Moor Time charity. Di Kitchen has been making good progress contacting original members of the Club.	

There will be a push over the next few weeks to market the Skyline Relay. WW is poised to put out a request for volunteers for the Parkrun takeover but this is not currently urgent and WW is holding back to avoid detracting from the request for volunteers for the 10k. Pizza will be provided at the social event at Bini Brewery and it was agreed that attendees should register in advance via Sign-up so numbers are known in advance. It was agreed that the Club should offer a modest commemoration item to founder members of the club who attend events. There was agreement that a mug would be appropriate but further information required regarding pricing options. Mugs would also be available for purchase by existing club members along with a commemorative t-shirt. Actions: • JS and JM will speak to Di Kitchen to ensure all avenues for contacting former members have been explored. It was considered that a note on Ilkley Chat might be appropriate. • JS and JM to further explore options regarding the commemorative mugs and t-shirts and to report back to the Committee.	JS & JM
4 Membership update, Secretary and Treasurer updates <u>Secretary</u> Petra Bijsterveld had reported to the Committee via email that there are currently 406 club members and 11 trial members. There are a further 71 whose membership has not yet been renewed. It was noted that the renewal process has run smoothly. <u>Treasurer</u> A report from JD had been circulated in advance and no decisions were required from the Committee. The bank balance stands at £25,161.	

A discussion was prompted by RMW enquiring how the allocation of surplus race proceeds is determined. At present charities are chosen by discussion by the Committee but it was agreed that it would be useful to establish some simple principles for charitable giving. It was agreed to pick this up as part of a future discussion on the Club's sustainability position.	
5 Ilkley Harriers organised races <u>Fell race / Predictor race</u> Reports had been included in the meeting pack and feedback was noted to be positive. Jonathan Turner is seeking someone to support the organisation of next year's Predictor with a view to taking over in future seasons. NK will add this request to his next update email to the membership. <u>Pete Shields 10k and Ilkley HDSRL race</u> NC advised that preparations are progressing, but Yorkshire Water roadworks present a risk to both events. Negotiations with the site manager for the works affecting the 10k suggest the roadworks on the 10k route can be cleared for the race and NC will check this with the site manager in the days before the event. NC continues to liaise with the necessary authorities to ensure the road closures will be achieved. Roadworks are due to start soon on the HDSRL route. Once that happens, NC will check pedestrian access and liaise with the HDSRL officials to decide on whether the race can proceed. <u>Fell Relay race</u> NC's plans for this event are progressing and the date is set at 19 July 2026. This year's event will be a small, trial event which may just be for Club members or opened up by invitation to a few local clubs. NC will decide on the most appropriate format over the coming weeks and send invites if appropriate. There will be a need for some marshalling and flag marking with NC noting that structuring club runs in the weeks before the event to familiarise club members with the route would be helpful.	NK NC NC NC

6	Relay races and budget	Relay captains have requested funding for additional events beyond those previously approved by the Committee. NK will circulate details via the WhatsApp group and the Committee will decide how to proceed. It was agreed that the captains should be invited to a Committee meeting towards the end of the year to discuss funding requirements for 2027.	AO
7	Club policies	JG has reviewed 15 policies found on Google Drive and has established a priority order for refreshing them. It was agreed that a sub-group of JG, RB and RMW would consider potential updates to the documents and report back. It was further agreed that final agreed policies should be saved as PDFs once approved to avoid inadvertent editing.	JG, RB & RMW
8	Incidents	None	
12	AOB	<u>Non-affiliated England Athletics membership</u> JM noted that about two years ago the Committee had concluded that it was not necessary to offer a non EA affiliated membership option. However, in the light of increasing EA fees, she queried whether this decision should be revisited and the Committee agreed. Petra Bijsterveld has confirmed that introducing a separate membership category would not cause any administrative complications. JM will consider the information collated two years ago and present a proposal at the next committee meeting. RB volunteered to assist with this exercise.	JM & RB

	<u>Tennis Club liaison</u> NK has met with the Tennis Club's new outreach lead who is keen to establish closer links between the two clubs. The Committee agreed that this was a welcome development and agreed that NK should continue discussions. <u>Parkrun League Awards (for noting only)</u> NK noted that the Club will host the league's presentation evening at the Flying Duck; no cost to the Club. <u>Sustainability</u> A discussion on the Club's sustainability position was carried forward to the next meeting.	NK AO
13	Date of future meetings Next meeting: Tuesday 7 July 2026	

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