

**Derwentside AC,
Committee Meeting,
Beamish Mary,
9th May 2018, 7pm**

Present

Brian Buckley, Mark Davinson, Graham Marshall, Paul Wiltshire, Claire Wilkie, John Donnelly

1.0 Apologies

Wayne Thompson

2.0 Previous minutes

Accepted as an accurate record by all present.

3.0 Matters Arising

3.1 Coach Development: GM & PW to attend Coaching assistant course on 13/14th October. Places still need to be booked.

LIRF courses to be continued to be promoted for senior members.

4.0 Summer Relay

GM provided update on progress:

4.1 17 seat Mini-bus is booked. A number of senior members have expressed an interest and 16 spaces on the bus are now taken (only 1 place left)

Other members will be attending using their own transport.

4.2 Leg breakdown is now complete. GM has circulated the final route via e-mail and the details have been uploaded to the website. GM to circulate the updated version of the spreadsheet which identifies which members will do which legs.

4.3 MD to update fundraising page for summer relay and circulate link to members.

5.0 Website / Social media:

New website has been in operation for a month. Initial feedback and action points captured below:

- Update required to allow compatibility with apple devices for downloading items.
- Some pages still have outdated information and require updating.
- Investigate the potential to have multiple members able to update website.

6.0 Membership Fees:

There are 11 members with fees outstanding. Current club position is not to re-affiliate any members with EA until membership fees are received.

7.0 Data Protection:

7.1 A review of the Club's policy for data protection took place with a focus on timescales for retaining member's details.

7.2 Proposals: It was proposed that member's details should be held for a period of 12 years in the case of junior members and 4 years for seniors (this is to be checked against EA guidelines) This is in relation primarily to paper copies of forms currently held by BB.

7.3 Electronic data: BB has confirmed that previous club officials have deleted any data relating to members that they may have possessed. Current members details are contained on a single spreadsheet which only 4 club officials have access to (President/Chair/Secretary/Treasurer).

8.0 Treasurer's report:

8.1 Overview: MD provided an overview of current club finances:

- Balance of £9,914.10 currently in primary account. This includes the £5000 received from Persimmon Homes.
- £1,636.49 currently in club's reserve account.

The balances above represent the expected amounts in the accounts at this moment in time.

8.2 Expenditure: Persimmon Homes funding still to be invested (see item 12). In addition to this it was requested that a number of female zip-up hoodies be ordered in sizes M & L.

It was also suggested that a club kit stall should be set up for on the next presentation evening to sell more kit.

9.0 Bolts Law:

9.1 Route: MD completed recce of course 07.05.18 No issues to report. Course generally dry, heather is quite high in a few places.

9.2 Group leaders: TBC. BB may not be able to attend.

10.0 Pedro's 10k

10.1 Progress update: JD confirmed SAG is completed.

10.2 Entry sales: So far only 25 tickets have been sold which is disappointing. Event should be continued to be promoted via social media.

Riverside parkrun takeover on 14/07/18 should be a good vehicle for promoting the event. Ensure that application forms are available to hand out at this event.

10.3 T-shirt design: Still outstanding. Need to have this complete no later than beginning of July. GM to aim to have designs to present at June's committee meeting.

10.4 Charity night on 19th July: This has been confirmed and added to the training plan. Raffle prizes etc. are required. PW to enquire into the possibility of getting fundraising buckets etc. from PACT house. These could also be used on the summer relay.

11.0 club Development.

- BB tabled current Action Plan Template for review & discussion.
- BB to make amendments based on discussion outcomes.
- It was note that many items on the action plan have been implemented, and as a result club progress is notable.

12.0 Persimmon Homes funding:

Nothing has been spent from this funding yet.

A meeting is to be arranged with NDA re. potential to repair long jump pit.

13.0 A.O.B

13.1 NEYDL: Very positive 1st NEYDL event participation. Our joint team with Sedgefield is currently 2nd in the division.

We are hosts for the event on 24th June at Darlington. Additional volunteers are required for this event.

13.2 Couch to 5K: CW reports that 1st 2 weeks have gone well.

13.3 District athletics champs: MD to contact Ross Thomas re. recommending athletes for this event.

13.0 Date of next meeting

13th June 2018, 7pm, Beamish Mary