



DH Runners Committee Meeting Minutes – December 2024

Meeting Room – Monday 2 December 2024

Venue: Meeting Room

Date: 02.12.2024

Time: 19:00

Chair: Simon Dolman

Minutes by: Christine Southam

Attendees: Simon Dolman (SD), Julie Dodd (JD), Ewen Gillies (EG), Christine Southam (CS), Abbie Blythe (AB), Julie Fell (JF), Peter Fell (PF), Bev Armstrong (BA), Lindsay Graham (LG), Suzanne Forster (SF)

Apologies: Niki Iveson (NI)

Agenda Topics:

1. Welcome and Induction for New Committee Members
2. Apologies
3. Previous Minutes
4. Treasurer Update
5. Welfare Report
6. Club Standards
7. Club Charity
8. Kit
9. Action Plan Updates
10. AOB
11. Date of Next Meeting

Welcome and Induction

SD welcomed everyone to the meeting. Each member introduced themselves and their role on the Committee. SD gave a brief overview of the DH Website, including where to find the club policies. He reminded everyone to read the DH Runners Code of Conduct. Committee members not yet listed on the "About / DH Runners Committee" webpage were asked to send in a short bio and photo for inclusion.

Apologies

NI.

Previous Minutes

Had been shared with the Committee, agreed and posted on the website.

Treasurer Update

No report as EG has not yet received the financial handover.

Welfare Report

During a recent run group, a runner had a fall but was able to continue. SD reminded members that Run Leaders have access to the online accident form; once completed, the form is automatically emailed to SD and LG.

Club Standards

SD recently reviewed and signed updated club policies. CS has uploaded these to the England

Athletics portal. A new risk assessment for track use has been added. Some Run Leaders are currently renewing their licences and completing training. The portal now displays expiry dates for renewals; CS will share this information with BA.

Club Charity

CW delivered the final donation to Hospice at Home. The total raised was £1,651.83. Hospice at Home will issue a certificate to display at the Sheepmount notice board. The new Club Charity for 2024–25 is **Andy's Man Club**. CS has received an article from Gary Martin about the charity's work, to appear in the next newsletter. Donations to the charity must be made nationally; CS has informed the organisation via their national contact page.

Kit

The new kit has proven very popular, with strong sales since the AGM announcement. The club will receive 10% of total sales annually each February. JF still has some old stock; she will send the list to SD to arrange a clearance sale. The Committee thanked JF and CW for their work in sourcing the new supplier.

Action Plan Updates

The Committee reviewed the action plan. CS will send the updated version for approval with these minutes.

AOB

Website: SD, SF, and CW have editing access. SD has recently completed housekeeping tasks on the site. Committee profiles were discussed (see item 1).

Christmas Party and Awards Evening: KI has collected the trophies. LG is arranging engraving. CW and ET are coordinating with KI for event logistics.

Club Captains: SD explained the nomination and voting process. A vote was held, and the new Club Captains will be announced at the Christmas Party on 14 December. The Committee thanked JF and PF for their service during their captaincy.

Run Group Break: It was agreed that Run Groups will finish on Thursday 19 December and resume on Tuesday 7 January.

Christmas Handicap: Scheduled for Friday 27 December.

River Run: Plans are being made to hold the River Run in October 2025, with the possibility of adding a 5K event.

Date of Next Meeting: To be arranged.