



ELY RUNNERS - ANNUAL GENERAL MEETING
Wednesday 29th March 2023 at 7:00pm
EOSA

MINUTES

Apologies Received:

Present: Stephen Howard (Chairman), Lauren Thomas (minutes), Aaron Westgate, Alan Rutterford, Alistair Berry, Andrew Berrill, Andrew Rands, Andrew Scarlett, Andrew Thompson, Andrew Thornton, Andy Barber, Ann Thornton, Bethan Everson, Caroline Brown, Charlotte Sygmuta, Colin Batchelor, Darren Murfitt, David Carnac, Elizabeth McKiernan, Frederick Cheung, James Mills, Janette Palmer, John Turner, Jonathan Baxendale, Jon Price, Justin Smith, Kate Jones, Kath Gerighty, Laura Upstone, Lionel Smith, Mark Bell, Michelle Berry, Natalie Andrews, Peter Royle, Sarah Bell, Tom Levinson

1. Chairman's opening remarks (SH)

SH welcomed everyone to the AGM and thanked EOSA for hosting us.

2. Treasurer's report (SH on behalf of MM)

SH opened by sharing MM's apologies for not being able to attend the AGM and reporting that the accounts were looking healthy.

The full statement can be seen at the bottom of this document.

3. Secretary's report (LT)

We're still continuing to fulfil our club objectives that Richard laid out last year, which are:

- Encouraging the practice, promotion, development and participation of amateur athletics in Ely and the wider community
- Providing training for members
- Organising open, league, championship and club running races
- Organising teams to represent the Club in championships and leagues
- Catering for the following athletics disciplines: Road Running, Track Running, Cross-Country Running, Fell Running, and Race Walking

A brief update on ongoing projects in the club:

UK Athletics Club Standards: We are now fully up to date with the documentation required to meet England Athletics' Club standards. This includes having:

- A club constitution and legal structure
- A committee that has a president or chair, club secretary, treasurer, membership secretary, welfare officer and DBS verifier (with at least three people on the committee in these key roles that are unrelated or not cohabiting)
- A grievance and disciplinary policy
- A privacy notice

- An Inclusion Policy
- A code of conduct
- One lead welfare officer and at least one additional welfare officer

In addition, a social media policy will soon be made available.

5k League

It will now be known as the Summer 5k Series sponsored by Arkwrights.

Rob has got verbal agreement from Ben's Yard that they are happy to host our race. It's still a building site so there's work to do to identify a suitable route for 300+ runners, but it's looking promising. Alli Berry and I visited them at the end of January and the site will have great facilities. There's still some questions over using the on-site toilets as they technically shut at 7pm, but we're going to work through the details in the coming months.

Rob will circulate the proposed dates next week. There will be 6 races this year.

Some Membership statistics:

Current membership:

310 members (57 juniors, 253 seniors)

76 members had EA affiliation in 2022-23

94 members joined during 2022-23, 20 of them were graduates of the beginners' course

We're now back up to our pre-pandemic levels and it's wonderful to see just how many members are joining as a result of doing the beginners course.

Remains to say: thanks to all the members of the Committee and the Events Working Group for their time and expertise in 2022, and also everyone in the club who has been part of a such a great year for the club after a really tough 2020 and 2021. And thanks to Richard and all other committee members for answering any questions that I had about various secretary jobs as I found my feet in the role, no matter how silly those questions may have been!

4. Training report (JT)

JT started by praising the beginners and the junior sections of the club, and those involved in the organisation and coaching of these groups for their commitment to the club and the resulting boost to our numbers.

He went on to praise the benefits of the Sunday chatty runs for all members, with the kind and sensible approach that they take.

It was reported that the group training was fully established and continuing to work well, reducing the numbers of runners that turn up at each training location across the city. The number of LiRFs, CiRFs and experienced club runners that have taken on the role of run leaders means the responsibility is well spread. The group structure also continues to allow for some sessions to offer regular coaching for seniors and provide a more supportive experience for newer members.

JT mentioned how successful the Woodditton run had been, and how welcome it was to have it fully back up and running post COVID. Many members new and old took part, and it continues to be a real highlight of the club's calendar.

He also mentioned that he was now looking into race walking as another event that he and other club members could potentially get involved in, and requested that any club members get in touch with any training ideas related to this or to the club more generally.

5. Junior Section report (AR on behalf of MB)

AR reported that the juniors were going to compete at the Ipswich 5k, and that they had come 2nd in the Frostbite League, an outstanding achievement. He also commented that the Ely junior park run was helping to boost numbers.

6. Beginners' Representative Report (JS)

Yet again the current course started with a good uptake (close to 40), and as is often the case, a few didn't show up and some dropped out over the initial few weeks. This intake has been a little unusual in that there are some runners who, despite our efforts, are not managing to get the level needed to complete the course with a 5K run at the end of it: this might be due to them not doing anything between Monday sessions. We have retained decent numbers this time though, and the dedicated beginners seem to be really enjoying the course.

There are a few challenges:

1. Lack of venues near enough to the Paradise that are well-lit. Some of our venues are a little too far away for people new to running to get to and still do a decent session.
2. The system of using Paypal for the beginners' fee is way better than cash and cheques, but, is there no way Justin can be alerted to payments so he can keep track?
3. Despite coaches' efforts, people keep turning up with no HI-VIZ. Could the club pay for a bulk purchase of high vest bibs so that we can hand them out to people who keep forgetting?
4. Ann is addressing the matter of the inadequate COACH jackets.

As usual, beginners works due to the dedication of the coaches, who turn up after work, often in the cold. Thank you to them all, and thank you to Kayleigh, who has helped out most weeks.

Roll on the summer course!

7. Special Achievement Awards 2023 & Honorary Memberships (SH/LT)

Honorary Membership: **Mark Bell** (Services to the Club and the Local Running Community)

Honorary Membership: **Conan Fryer** (Services to the Club and the Local Running Community)

Honorary Membership: **Matt Mason** (Services to the Club and the Local Running Community)

Special Achievement: **Caroline Brown** (for introducing the MyClubhouse system)

Honorary post of President: **John Turner**

8. Election of Committee (max twelve) plus three officers (Chairman, Secretary, Treasurer)

- **Chairman - Stephen Howard** pJS sJT
- **Secretary - Lauren Thomas** pAT sJP
- **Treasurer - Ann Thornton** pKG sCB
- **Senior Training - John Turner** pAR sCB
- **Membership Secretary - Caroline Brown** pKG sAT
- **Club Captain - Alistair Berry** pAT sNA
- **Beginners Representative - Justin Smith** pJM sAB
- **Social Secretary - Peter Royle** pTL sAB
- **Ladies Representative - Charlotte Sygmuta** pPR sMB
- **Club Welfare Officer - Natalie Andrews** pKG sJT
- **Club Kit - Janette Palmer** pAT sNA
- **Head Coach - VACANT**
- **Junior Section Secretary - Debbie Abraham** pMB sJP
- **Website - Mark Bell** pAT sCB
- **Chief Marshal - Kath Gerighty** pAT sAB

9. Election of Events Working Group (EWG)

- **Race Director NYE 10k - Debbie Abraham** pKG sJP
- **Race Director 5k League - Rob Pope** pJP sNA
- **Course Director and Stores - Kath Gerighty** pAT sJS
- **Club Events Race Director(s) (XC, TTR, 10kHC, 1mHC) - VACANT**

- **Chief Time Keeper/ Watches & Place Keeping - Ann Thornton** pPR sKG
- **Assistant Time Keeper and Assistant to Chief Marshal - Julie Davenport** pAT sKG
- **Start/Finish Areas & Place Keeper - Ann Thornton** (to be incorporated with marshals)
- **Event Refreshments - no longer required**
- **Sustainability Champion - Jon Price** pAT sAS
- **(Previously Hockeys) 5k League Scorer - Rob Pope** pCS sAS
- **Frostbite Manager - Alan Rutterford** pTL sCB
- **RNR Open Class Team Manager - Lee Thompson** pPR sJS
- **RNR Mixed Class Team Manager - TBC, potentially Allistair Berry and Paul Sycamore**
- **Hereward Relay Team Manager - DEFAULTED**
- **Photographer (Events & Websites) - VACANT**
- **Trophies - Andy Barber** pSB sAT
- **Race Diary - Charlotte Sygmuta** pAB sJS

10. Consideration of donations

We had £1400 left over and we asked members where they would like donations to go. A donation to Arthur Rank Hospice in memory of Jane Hill was requested, as was another donation to Ely Food Bank. The suggestion of donating a bench to Reach (to benefit our Christmas run) was also raised.

AT will itemise all donations to charity for next year.

11. Annual review and re-approval of the savings set aside for the Track Fund

Vote: carried and approved

12. Renewal of Affiliations/Joining

- ARC - and continue with open event ARC permits
- UKA - individual EA club registrations (£17 payable for individuals 2023-24)
- SEAA Competitions Ltd - provides championships in the SE region
- CAA - provides championships for Cambridgeshire
- GCAN - Greater Cambridge Network of Clubs, especially to support Juniors
- Friends of the Roman Road & Fleam Dyke

Vote: carried and approved

13. Consideration to authorise Committee & EWG to organise the following events:

- Turing Trail Relay (3rd Sunday in March) - Private Club Event with other teams by invitation only
- Club 10k Handicap on a Thursday in June when Little Downham Pavilion is available
- Club One Mile Handicap on a Thursday in July
- New Year's Eve 10k on 31st December
- Club Cross-Country Championships on a Sunday morning in January/ February 2024

Vote: carried and approved

14. Authorise the Committee to enter the club for relay, team and league events, including:

- Round Norfolk Relay – Teams composition TBC depending on team captains volunteering
- National, Regional, Area and County Championships including relays E.G. SEAA Road Relays
- Frostbite Friendly League
- Hereward Relay (including helping March AC with marshalling at ERFC)
- (Previously Hockeys) 5k League
- Green Wheel Relay
- Essex Road Relay Championships

Vote: carried and approved

15. Proposal (pSH) for the club's Officers or Committee (subject to the Treasurer's advice on the threshold reserve of funds) to authorise

reasonable expenditure, to the benefit of the club and its members, including:

- Club membership (due 1st October) of the Paradise Centre for members to change/shower FOC after training or events
- Running/training/stretching/injury books for members to borrow
- Food after the 10k Handicap, One Mile Handicap, Christmas Drinks and monthly Thursday socials
- Club team entries for relays, league membership, and championships
- Fund appropriate coaching and support courses (subject to commitment) for members
- Supplies for events, equipment for club use, race kit, and bibs for night training
- Mileage at 45p/m for official duties on behalf of the club and/or carrying stores from/to Ely or HQ for the club's open races, selected teams in events, and training events
- Electronic race processing and recording equipment
- Trophies & engraving
- Support of new, local area races attended by and for the benefit of members
- Charities
- Kit store
- Athletics equipment for Junior Section - *committee to approve the purchase of athletics kit at a later meeting*
- Access to training facilities e.g. track, safe winter venue for juniors

Vote: carried and approved

16. Member question and answer session with club Officers and the Committee on any relevant topic.

The matter of the purchase of portable floodlights was raised, and will be discussed by the committee at a future meeting.

ELY RUNNERS ACCOUNTS 2022

INCOME STATEMENT FYE 31 December 2022

<u>2021</u>		Notes	<u>2022</u>	
£			£	£
	INCOME			
222	Net Profit on New Year Eve Virtual 10k		5,220	
	Other Income			
4,791	Membership Subscriptions		4,763	
1,110	Membership EA Affiliations	see below	1,167	
521	Club Members Vests net surplus		708	
1,020	Beginners Courses		1,770	
24	Track Fund Interest		24	
56	General Interest (exc.Track Fund)		60	
<u>7,744</u>	TOTAL INCOME		<u>13,711</u>	
	EXPENDITURE			
278	Payment processing Fees		253	
0	Myclubhouse Fee		384	
474	Club Affiliation Fees	note 1	564	
1,110	Membership EA Affiliations passed on to EA		1,167	
1,240	RNR entry and expenses	note 2	1,409	
0	KHL		186	
140	Frostbite		160	
300	Other event entries	note 3	440	
243	Club Races		576	
0	Christmas Buffet/Juniors evening	note 4	290	
0	Wooditton Run		608	
673	Coaches Courses and equipment (net)	note 5	1,177	
0	St Ives track sessions		(3)	
38	Paradise Centre changing facility		313	
0	Trophies and Awards		504	
187	Internet		297	
500	Store		500	
(0)	Stationery and misc		115	
<u>5,182</u>	TOTAL EXPENDITURE		<u>8,942</u>	
2,563	NET SURPLUS OF INCOME OVER EXPENDITURE		4,770	

Notes:

1. Affiliations: ARC, ABAC, EA, SEAA, Cambs AA, GCAN, Friends of Fleam Dyke

2. Round Norfolk Relay

500	Entry Fees	505
740	Minibus hire, fuel, supplies	904
<u>1,240</u>		<u>1,409</u>

3. Other entries:

300	Hereward + Green Wheel entry and expenses	323
0	XC Champs - EEA, CAA, SEAA, National; Track champs CAA, SEAA	118
<u>300</u>		<u>440</u>

4. Christmas Buffet/Juniors evening

0	Raffle income	176
0	Members Donation to Arthur Rank Hospice (Also matched by club)	(176)
0	Junior activities and refreshments	0
0	Room hire + Food	290
<u>0</u>		<u>290</u>

5. Coaches Courses and Equipment

544	Coaching Courses	1,177
114	Coach Kit	
15	Juniors athletic equipment	
<u>673</u>	Net Expenditure	<u>1,177</u>

ELY RUNNERS ACCOUNTS 2022

BALANCE SHEET at 31ST DECEMBER 2022

<u>31.12.21</u>			<u>31st December 2022</u>
£			£ £
CURRENT ASSETS			
1,100	Payments in advance	957	
51,200	Deposit Accounts - Cambridge BS General	51,279	
5,500	Deposit Account - Scottish Widows	5,500	
36,379	Lloyds, Paypal, cash	44,209	
<u>94,179</u>	TOTAL CURRENT ASSETS		101,945
LESS CURRENT LIABILITIES			
Creditors			
295	NYE 10k (2021 virtual)	1,223	
0	Donations Fund	1,917	(£500 paid to Ely Food Banl
575	Other Accrued expenditure	847	
1,230	Subscriptions received in advance	1,178	
680	Vests not yet taken from PB Teamwear	612	
<u>2,780</u>	TOTAL CURRENT LIABILITIES		5,777
91,399	NET CURRENT ASSETS		96,169
<u>91,399</u>	NET ASSETS		<u>96,169</u>
REPRESENTED BY :			
ACCUMULATED FUNDS			
GENERAL FUND			
65,039	Balance b/fwd		67,578
2,563	Surplus of income over expenditure for year		4,770
(24)	Less Income relating to Track Fund (see below)		(24)
<u>67,578</u>	General Fund Balance		<u>72,324</u>
TRACK FUND			
23,797	Balance b/fwd		23,821
24			24
<u>23,821</u>			<u>23,844</u>
<u>91,399</u>	ACCUMULATED FUND BALANCES AS AT 31ST DECEMBER 2022		<u>96,169</u>

ELY RUNNERS ACCOUNTS 2022

NYE 10k INCOME AND EXPENDITURE

<u>2019</u>		<u>2022</u>
	Income	
10,442	Main Event Net Income	11,170
215	Catering Net of direct costs	245
10,657	Total Income	11,415
	Expenditure	
1,044	Chip Timing	950
770	Cash Prizes	770
71	Trophies	75
765	Beer/Soft Drink/Water/Loo Roll	614
25	Race Licences	25
109	Race Supplies/equipment	81
200	Hire of Village Hall and Pavilion	180
480	Hire of Toilet Units	720
-	First Aid	630
250	Bagpiper	200
131	Van	166
80	Miscellaneous Expenses	42
3,926	Total Expenditure	4,454
6,732	PROFIT BEFORE DONATIONS	6,961
285	Matching Raffle takings	176
1,400	Provision for Donations	1,565
1,685 <small>25%</small>		1,741 <small>25%</small>
5,047	NYE 10k PROFIT	5,220