



BOGNOR REGIS TONE ZONE RUNNERS

CLUB COMMITTEE MEETING MINUTES

Venue: ALC Training Room

Wednesday 2nd November 2022 at 6:30pm

Initials	Name	Attended	Initials	Name	Attended
NB	Nick Baglee	Y	JP	Jack Penfold	Y
CB	Claire Baker	Y	PR	Peter Ramsdale	Y
IB	Ian Bayley	Y	CS	Carolyn Stapely	Y
CG	Chris Gallagher	Y	NS	Natalie Strudwick	Y
KH	Keith Hardwell	Y	NAS	Neil Strudwick	Y
PL	Peter Lee	Y	SBP	Susan Brigstock-Parker	Y part
GP	Glenn Penfold	Y			

Minutes

1. Apologies none.

2. Charity Position.

- Susan Brigstock-Parker attended the first part of the meeting to discuss the charity role, meet the committee and for both sides to ask any questions. Confirmed the role will run from January 2023 based on the role profile, but with the addition that will have a separate club charity bank account to allow administration of funds. Some discussion around the club charity and going forward that will be clarified. IB advised would help with setting up the charity account and administration. Once SBP left the meeting all discussed and agreed would be ideal candidate and NAS will contact SBP and confirm. **Actions NAS.**

3. Minutes from previous meeting.

- Outstanding actions complete or to be further discussed in meeting.

4. H&S/Welfare CB.

- Some minor accidents have been logged in the period. **Actions none.**
- Question about lockers confirmed they are available in ALC. CB to advise members who enquire. **Actions CB.**



5. Bognor 10k update PR.

- Contract handed to CS to sign after meeting. Some confusion re the 10k charity and what it means to club committee. A circular discussion took place. CS to review post meeting and advise. **Actions CS.**
- Funding position: Payable to BRTZR £3,200 from the 2022 race, can be paid straight into BRTZR account. PR to arrange GP to administer. 2023 race 20% net profit to BRTZR. **Actions PR/GP.**
- Planning progressing, measuring the course 3rd November 2022. **Actions none.**
- Esplanade to be shut for the race this year. Licence application being progressed, PR noted that the previous person who managed this cannot be contacted, wheelchair racing association onboard. **Actions PR.**
- NAS/CB to attend 10k committee meeting 7th November. BRTZR committee to have representation at the meeting dates at the end, if can confirm for meetings listed as TBA. **Actions All.**
- Confirmed race fees: £22 affiliated, £24 non-affiliated early bird to January 2023, then £24 & £26 respectively, allowed up to 2,200 entries. A process in place to publicise to get full race. **Actions PR.**
- NAS requested that for future meetings PR provides concise update that can be discussed and issued to NAS and put into these minutes. **Actions PR.**

6. KH items.

- January intake, Peter Lomax happy to take new members. KH/coaches need to review new runners to make sure in the correct group. Confirmed date to commence 3rd January 2023. JP to help promote. **Actions JP.**
- Discussion around 1st and 2nd claim club runners. Confirmed 2nd claim runners cannot take club records and cannot qualify for London Marathon Ballot and other free places available. Also confirmed when representing BRTZR in races, members are expected to run in club colours. PL to draft new and amended rules for approval. **Actions PL.**

7. NS Items.

- Further kit night planned 22nd November to allow time for kit to be made up before Christmas break, adding a club mug and ladies ¾ top. NS to publicise. **Actions NS.**

8. CS items.

- 1st & 2nd claim club runners see item 6. **Actions none.**
- Club membership fees, voted to increase new members to £48 and renewals to stay at £32 for 2023. Club funds used to subsidise the increase in EA Affiliation fees for renewals. GP did note that the funds are not as strong as had been last year due to payments for 4 new coaches, AGM, and Christmas subsidies. Has produced draft financial statement and will run through with IB. **Actions GP/IB.**
- London Marathon ballot draw see CG items below. **Actions none.**



- Winter routes/flyover by old Prince of Wales Public House. All agreed that route is unsafe to use for flyover reps due to poor paving, overgrown bushes, proximity to road and members of the public and is only a matter of time before incident occurs. Other than using the path for going through on a run it should not be used. KH to inform club coaches. Was a discussion about using the new bypass flyover if runners have head/body torches but not concluded. **Actions KH.**

9. NAS items.

- NAS noted sent links to key roles from EA site, IB advise number of roles on the club drop box, NAS advised can all check this and make sure where role from EA listed the role description is in place and follows the legal guidance in the EA descriptions. Also make sure have description in place like the Charity Post to allow circulation when replacing committee members. **Actions All.**

10. CG items.

- As club has 231 first claim members we will get 2 London Marathon places, CG to register for club places from 3rd November. Club ballot planned, rules as below:
 - *At the time of the draw all applicants must have paid a continuous 24 months membership fees (which includes the current membership year) to Bognor Regis Tone Zone Runners, i.e. you must have been a club member since 1st December 2020.*
 - *All applicants must produce their London Marathon 2023 email of rejection by email to membership.brtzr@gmail.com*
 - *Members who have received a guaranteed "Good For Age" position from the previous year are not eligible to enter the ballot for the forthcoming year.*
 - *Previous draw winners may apply after being absent from the ballot for 3 consecutive years.*
 - *First claim Club members only to enter ballot. Second claim members can enter their first claim Club ballots.*
 - *Any member breaking Club rules e.g. swapping race numbers, will be informed at the time of the offence and excluded from the forthcoming year's ballot.*
 - *All places are awarded at the Committee's discretion.*
 - *All successful members of the draw must ensure that registration and the entry fees are paid in full by the end of 20th December 2022.*
- Agreed the draw will be on a Tuesday club night (date TBC) as not all members can attend Christmas meal, need to look at how the draw will be made CG/KH. **Actions CG/KH.**
- CG outlined the process for renewals used for 2022 intake and the positive way it ran all agreed this is best way to go forward. **Actions CG.**



11. AOB.

- NS raised suggestion to have mince pies, mulled wine etc again at the end of this year's last run of the year before Christmas. CS kindly offered would arrange this, NS advised would help. **Actions CS/NS.**
- NB Christmas party discussed raffle, all advised that if NB wished to run that would be fine, but club cannot afford to pay for prizes, agreed would not do. Suggested photobooth but advised venue would have to have say and thought there would not be enough space. **Actions none.**
- CS advised cannot make January meeting, NAS to chair. **Actions NAS.**

Next meeting to be held at ALC (Training Room) *Wednesday 4th January 2023*

Training room booked for 6:30pm dates below.

1st March 2023

3rd May 2023

5th July 2023

6th September 2023

1st November 2023

3rd January 2024

10k Committee meetings attendees required

7th November 2022 NS/CB attending

5th December 2022 **TBA attendee**

9th January 2023 **TBA attendee**

6th February 2023 **TBA attendee**

6th March 2023 **TBA attendee**

3rd April 2023 **TBA attendee**

8th May 2023 **TBA attendee**