



Caerleon Running Club Committee Meeting Minutes

**9th August 2023, 7.00pm,
White Hart, 1 High St, Caerleon**

In attendance

Peter Rodger, Charlotte Moran, David Davies, Liz Richards, Gareth Burkitt, Pauline Beckett, Paul Adams, Matt Turner, Jane Derrick, Gareth Purkis & Daniel Symmonds.

1. Welcome and apologies

Apologies received from Avisia Talemi and Chris Ford. The Chair welcomed Steve Dance to the meeting, who will lead on item 2.

2. Caerleon RC Constitution.

SD outlined the work that the constitution sub-committee had completed to date. The constitution has been re-written with a specific series of areas to be considered and aims and objectives. A series of bylaws will also be proposed. Initial questions on the content were discussed. SD to provide first draft to the committee by 1st September 2023. The following key dates were communicated.

- Submission of draft constitution to committee – by 1/9/23
- Committee approval of proposed constitution / byelaws – by 1/10/23
- EGM called to approve constitution – by 14/10/23.
- Period for accepting counter proposals from membership – 3 weeks.
- EGM – for acceptance of constitution – mid-November (TBC)

27th September 2023 was agreed as the date for the committee to meet to discuss the draft prior to approval deadline.

3. Minutes of last meeting – Wednesday 8th May 2023.

No follow up items. Minutes were agreed by the committee as a true and accurate representation of the meeting.

4. Membership & Treasurer Update

£8500 cash in bank. This will adjust significantly in due course as it is highly inflated with several invoices to pay out. The club has received a grant of £1445 to support LiRF and CiRF training which be spent over the next few months. A donation of £1136 will be made to St David's Hospice Care from the profit made from the Caerleon 5 miler. £838.60 has been taken as a deposit for the Christmas party and £20 as reimbursement for member DBS checks. The cost of the club retro kit order has been paid and is approximately £750. A few runners from the summer relay races are yet to submit their entry fees. These will be chased up. Membership currently stands at 95.

5. Welfare Update

PB reiterated the need for all coaches and leaders to have the minimal first aid qualification. Every club night must have an emergency first aider or 3-day first aid at work qualified runner in attendance. The Welsh Athletics portal now shows all the qualifications held by members. Renewal of LiRF and CiRF licences now incorporate a basic first element component. This qualification will eventually cascade down through all club leaders and coaches. A discussion took place surrounding whether the club needs to organise interim first aid training for leaders who do not have the basic certification. DD to look on the WA portal to establish when first aid qualifications are expiring. PA to investigate using Heja to highlight first aid qualified members. First Aid kits to be purchased and carried by tail runners. The club will approach Alison at Caerleon RFC to see if these can be stored in the changing rooms.

6. Social Update

CM reported on behalf of AT

- Family fun day was postponed due to poor weather, a new date for September to be arranged.
- Christmas party has been booked and a deposit of £838.50 paid. This will be held at Potters, Newport for 56 people. Menus to be sent over in a few weeks' time.

7. Kit update

The club retro vests are now on order, 30 orders in total, and the invoice has been paid. Club racing vests also to be ordered. A discussion took place asking if Scimitar could be used to supply other kit, perhaps replacing Ruggerbug. JD to investigate this and report back.

7. Caerleon 5 Miler Feedback

243 runners attended the race out of the 276 who signed up. The Welsh Athletics adjudicator and referee reports were overall very positive. Only two issues were raised, these being the children helping at the finish line did not go well and one of their (adult) coaches ran through the finish line as a joke, with a negative impact on the timekeeping on the night.

There has been a lot of very positive feedback from other running clubs and individual participants. The marshals were particularly highlighted for their fantastic support.

The race sponsors were very happy. Hathways ran a report in Caerleon Times whilst AR Digital posted a review of the event on their website. Overall, there was a large amount of praise received for the event, especially as it was something different.

£1136 was raised for St David's Hospice Care. YOBI spoke highly of how the evening went, raising their profile and providing them with excellent revenue. There were a few issues with the speed of the BBQ food, but these can easily be remedied in the future.

Communication and financial hurdles with CADW and St John Cymru, and the last-minute issue with Hanbury meadow were the only challenging aspects of the whole process.

PR reported that there was only a single black sack of rubbish produced on the night with every else recycled. PA reported that Tom Newman, whose brewery supplied the commemorative pale ale, got further business on the back of the evening.

Moving forward the template is there to run a similar event in the future. However, a sub-committee would need to be appointed to do this. It was felt

that it would be difficult to re-create this again with the same level of impact. The questions were raised: Could we do it again? and is there an appetite for it?

8. AOB

- Sportlot Grant of £1445 received to support LiRF and CiRF training for interested members. There is one spare LiRF and CiRF place to be allocated. MT has completed his LiRF training, whilst AT has booked onto the 18th September online course and DS is looking into available dates. According to the terms of the grant, MT now needs to wait 6 months before commencing his CiRF qualification.
- Welsh Castles Relay 2024 is on June 8th and 9th. This year was a fantastic weekend but moving forward a bigger team of supporters and runners would be better. Promoting it as an all-club event and hiring a minibus, should be considered. It was felt that planning needs to start even earlier next year with a focus on the complete weekend, rather than the North Wales legs.
- CM to contact Peter Thomas about choosing a picture of Helen to be used on bibs at the Cardiff Half Marathon in October. These will then be ordered.

Next Meeting – 15/11/23

Meeting closed at 9.00pm