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| **MINUTES**  **Date: 2nd February 2016**  **ILTSC** | | |
| **Present** : Martin Archer, Petra Bijsterveld, Rachel Carter, David Chandler, Hilda Coulsey, Jane McCarthy, Helen Waddington, Shirley Wood. | | |
| **Apologies:**  Val Kerr, Dan Wilkinson.  Dan has offered resignation due to work commitments, but wishes to continue with the e-newsletter. The committee would like to invite him to attend when he can and he remains on the committee list to receive minutes, news and updates to help re continuation of the e-newsletter. He will also continue to organise the Addingham gala race. Thank you, Dan. | | |
| Item |  | Action |
| 1 | **Minutes of Meeting 5th January:** Agreed. |  |
| 2 | **Matters Arising** (not covered in later discussion)   1. Tent: A suitable tent was purchased and the logo now is being added. Thank you to Steve Coy. |  |
| 3 | **Running the Club**  i. **Harrier of the Month and Volunteer of the Month**. Nominations as follows  **Harrier**:   * Helen Waddington for her Brass Monkey PB time * Michael Lomas for his top 10 in the Pen y Fan Fan Dance * Hilda Coulsey for 3 races in 3 days beg Jan * Ben Sheppard for his top 10 in Temple Newsam   **Volunteer:**   * Paul Sugden for his continued commitment to club coaching sessions.   Whilst there were other nominations for volunteer of the month the committee decided not to list them and instead just wanted to make a general statement that 'the efforts of all club members who helped to organise the Awards Do and 5k were much appreciated’.  The Harrier was voted as Michael Lomas, and Volunteer Paul Sugden.  It was proposed that a review of the month was prepared prior to nominations and voting to encourage more members to participate.  ii. **Committee calendar:** This was reviewed in an attempt to ensure matters which might take some discussion or preparation time were spread fairly evenly through the year and a timetable was agreed which will be posted on the committee page of the website.  iii. **Awards do review and of the awards process:** Lots of feedback confirmed enjoyment of the evening; being more informal, combined with the 5k, less time over the presentations with info on nominations pre-prepared and available to view, also the photos, no music, time to chat. Tuesday was favoured by some and others suggested Friday would be referable to add to the social enjoyment. Hence next time we keep the same format and location but go for a Friday evening. At £5 per head it was cheaper for the member and the club. Regarding the **Awards** themselves: It is agreed that a variety of likely candidates would be described and provided to all members to encourage more participation in the nomination process. The committee would then make the final decisions in early January. Additional ‘spot prizes’ for commitment to race series or volunteering would also be recommended.  iv. **Fell Race:** Steve Weston is well on with organisation.  v. **Dales Way Relay:** Val made a proposal of dates to minimise clashes with other events and 9th April was agreed as well as to make a contribution to UWFR.  vi. **Beginners group:** Hilda and Petra will attend LiRF training, for which £100 each has been granted from EA. Jan Bryant will lead it and a full plan will be available for the next meeting.  vii. **Juniors:** see facilities update. | **HW/ PB**  **HC**  **JMcC/ HW/ HC**  **VK**  **PB/HC** |
| 4. | **Developing the Club**  i**. BR Development Plans:**  Application for planning permission is in preparation and Shirley has made comments on the latest draft. This should submitted shortly. Draft constitution for the new company is not yet available. The EA grant process is being followed, an application is expected to be submitted mid year. Fundraising on a small scale is being carried out e.g. a proposed Santa run with the parish council (the Football club have launched their investment club).  ii. **Club development plan and Clubmark.** The plans were discussed, will be updated and finalised prior to submuission. Easter is the aim for clubmark submission.  The main actions to add for now are a) to prepare a flyer to encourage locals to join and have available at local races and similar events, including race-for-life and park run, b) update the coaches list and potentially set up a google-group, c) use the Washburn relays as a summer social, d) review and update policies and arrangements, particularly to better cater for U18s, e) renew the ILTSC noticeboard with Awards Do news, f) set up a First Aider course together with Junior leaders. | **SW/HC**  **SW/ HC**  **a.HC**  **b.HC**  **c.DC**  **d.HW/HC/SW**  **e.HW**  **f.SW** |
| 5 | **AOB**  i. **Fell Captain:** A suggestion is made for the next one to succeed Dan.  ii. **Storage for kit at ILTSC:** This is delayed whilst the refurbishment is underway, however a box can potentially be sourced.  iii. **ILTSC liaison:** A meeting will be held in Feb to review arrangements.  iv **HDSRL:** Andrew Sheldon has a proposal for the first race in the series to be held in Ilkley as 2 years ago. The committee agreed in principle however with Neil not attending the arrangements need further discussion with him. If we do go ahead we should reassign our league race not to be this one but another conveniently local one. | **HW/HC**  **VK**  **MA**  **HC** |
|  | **Date of next meeting – Tuesday March 1st 8.30pm ILTSC** |  |