Minutes of the Hardley Runners Committee Meeting held at Sarah Fitton's House on Monday 19th May 2025 at 7:30pm

Attendance	Apologies
Mick Anglim	Jeremy Barber
Charmaine Bradford	Emma Fairbrother
Dan Chown	Jack Fairbrother
Sarah Fitton	Chris Harris
Imogen Hart	Jane Hodge
Simon Ibbotson	Adrian Mudle
Daniel Parker-Hales	Louisa Rayner
Marnie Seymour	Tamsin Roberts
Andy Simpson	Alice Rudd
Julie Swainson	Phil Rudd

1. Acceptance of last meeting minutes

The Minutes of the AGM were agreed to be a fair and accurate record of the meeting.
Proposer: DPH
Seconded: AS

2. Current Issues

Vacancies

Sarah raised a concern that despite requests for volunteers, offers were not generally forthcoming, and this is creating a problem in certain areas. She had previously asked for assistance at the Exbury 10k event and the Bartley parkrun takeover event in her email of 20th April 2025. As well as forewarning of the RR10 hosted event in August and the CC6 hosted event in October.

a. Solent Half volunteers – at the moment only SF and TR are in the event organisation team. DPH and MA offered to assist.
b. Publicity Officer – this post has been advertised but no-one has come forward so far.

Volunteer incentives

In order to address the lack of volunteers, it was suggested that incentives should be created to stimulate interest. Volunteers are routinely needed for our own RR10 and CC6 events, as well as for the Committee. Volunteers for Exbury 10k and the Solent Half have also been really low. Sarah suggested offering race places as incentives to those who volunteer, such as HRRL places, or potentially trade with other clubs so as not to reduce volunteer numbers at our own events. There was some discussion about other incentives such as a hoodie or free club membership which could also be viable. Or collecting raffle tickets for volunteered events, and pulling names from a hat for race places at e.g. the AGM.

Offering race places was proposed as a suitable incentive to encourage volunteers.
Proposer: SF
Seconded: SI

3. Review of actions

ID	Description	Committee Member	Date Raised	Date Closed
28	DC to provide SI list of charities the Solent Half has donated to in the past.	DC/SI	20/11/2023	02/12/24
30	Adrian to make enquiries as to any charitable payment from Exbury 10k and let Sue know the committee's decision on the charitable donation going to Alzheimer's	AM	20/05/2024	***Ongoing ????***
34	Additional child welfare course required by welfare officers due to potential <18 members. CB to get details and communicate with Phil to book.	CB	20/05/2024	02/12/24
35	Send out shortlist of charities to entire membership to vote on for guest charity 2024	LK	20/05/2024	02/12/2024 - will be discussed and voted on on an adhoc basis
38	Request Forestry England permit for xmas Hardley Handicap 15th Dec	MA	20/05/2024	02/12/24 Payment of £79 made
41	Send email to membership with minimum core responsibilities for Chair and clarification role does not need to be filled by long standing member	CB	04/09/2024	02/12/24
42	Verify current terminology used by EA for 'Chairman' role	CB	04/09/2024	02/12/24
43	1 Coach (currently not coaching) is listed as unlicensed on EA portal, identify what is required to address this to meet EA mandated club standards	CH/CB	4/09/2024	Complete
44	Compile list off additional race support kit required i.e., tent, start / finish banner etc	TR	04/09/2024	02/12/24
45	Maintain a list of 'items for the next AGM' to include 1) What should the club spend money on?	CB	04/09/2024	02/12/24
46	Notify CC6 Captain with	CB	04/09/2024	02/12/24

	instructions for sending club emails			
47	Add Dan Parker-Hales to Hardley google drive access list	SI	04/09/2024	02/12/24
48	Remove Diary from Agenda template and Add Exbury 10K	CB	04/09/2024	02/12/24
49	Review and update job descriptions on committee home page, everyone to review own and provide Simon with updates	All	04/09/2024	Complete – these will be reviewed and updated as a continuous activity
50	Investigate cost and level of cover for liability insurance to protect club from loss of funds due to late cancellation of event such as Solent Half	CB / SHM team	04/09/2024	02/12/24 Solent Half Committee taken this action forward
51	Send out London Marathon Club Place email in time for the draw which will take place at the Solent Half Marathon (or shortly after)	CB / SHM team	04/09/2024	02/12/2024
52	Investigate local potential venues for 2nd December committee meeting as Vibrant unavailable	DPH	04/09/2024	Complete
53	Discuss awards ceremony feedback at December committee meeting	All	04/09/2024	02/12/24
54	Locate and share Key Dates Spreadsheet for December meeting prior to AGM	CB	04/09/2024	02/12/24
55	Add applying for Forestry permit at least 3 months prior to CC6 date to CC6 role description (due to the lengthy time it is taking to receive permits now)	CB	02/12/24	Ongoing – DPH is aware of timeframes. Co-hosts Totton will lead this event
56	Replace Ray's email address on EA portal	CB	02/12/24	Complete
57	Allocate the following funds to charities from the Solent Half 2024 event: Oakhaven - £2000 Waterside Foodbank - £1000 Waterside XMAS appeal - £1000	DC	02/12/24	23/02/25
58	Check latest prices and availability of items listed in prospective club shopping list and circulate to committee	DPH	02/12/24	Ongoing – Tent and stakes have been procured. Price changes on flags have delayed those
59	Update club constitution for AGM approval to include how the club will disperse cash and assets	CB	02/12/24	23/02/25

60	Confirm details i.e. location / parking for Mile of Miles relay event 2025 hosted by Hardley Runners – 2 Jul 25	TR / CH	02/12/24	Ongoing – MA awaits response from EXON
61	Discuss potential date change to March 2026 for Solent Half at HRRL meeting – **8 March 2026**	SF / TR / AR	02/12/24	02/12/24
62	Check with Poppy / Alice if they would like to feature in some publicity articles for the club based on successes this season.	CB / IH	02/12/24	Ongoing
63	Notify membership of current vacancies and encourage members to volunteer for vacant positions.	CB / All	02/12/24	23/02/25

New Actions as at 19/05/25

ID	Description	Committee Member	Date Raised	Date Closed
64	Check track painting at NFA is correct for Miles and Miles event	DPH	19/05/25	
65	Ask Membership Secretary to provide list of who hasn't renewed – create dialogue with session leaders	IH	19/05/25	
66	Check on the existence of social media policy and ensure that this is referenced on the website	SI	19/05/25	
67	Scope cost of additional kit items - extra lightweight vests	DPH	19/05/25	
68	Assess interest in extra lightweight kit in the autumn	SF	19/05/25	
69	Ask Tamsin to request fast finishers at the RR10s to cheer in the later finishers	IH	19/05/25	21/05/25
70	Check alternative medical cover for Solent Half	DPH	19/05/25	
71	Arrange measurement of course for Solent Half in Jan/Feb 26	SF / TR	19/05/25	
72	Scope options for beer tankard for Exbury 40th event	DPH	19/05/25	
74	Collect race clock from MA for Exbury event	SF	19/05/25	
75	Enquire about hire of the rugby club for Xmas Social	DPH	19/05/25	

76	Enquire about hire of Vibrant Forest Brewery for Xmas Social 19/12/25	MS	19/05/25	
77	Geoff Mills award - website wording on this award needs to reflect decision	IH	19/05/25	
78	Add link on website to EA codes of conduct	SI	19/05/25	
79	Chris to work with Adrian to come up with some wording to explain how the social runs work	CH / AM	19/05/25	
80	Arrange another session at the Southampton race track to gauge enthusiasm for a session like this	CH / SF	19/05/25	
81	Hardley Runners Awards – designed to encourage participation – send DPH your ideas	All	19/05/25	
		DPH	19/05/25	
		MS	19/05/25	

4. Membership Report

Jane sent report in her absence:

Renewal of membership for year ended 31 March 2026

MemberMojo renewal process went smoothly, without any need for manual intervention. The final reminder went out on 28 April.

Current membership

Lifetime Members	2
Members aged 15 to 20	0
Out of county members	6
Second Claim Members	6
Non EA members	54
EA Members	84
	152

EA members include 13 run leader/coaches, 2 life time members and 1 out of county EA add on.

The 2 members aged 15 to 20 (Oscar Pritchard and Caitlin Markham-Smith haven't renewed).

Note – 4 people have lifetime membership rather than 2, however Mick Anglim and Chris Harris are already counted as EA member and coach respectively.

There was some discussion about people coming to training without being members, or who have maybe forgotten to renew their membership. Email to prompts have already been sent.
ACTION 65 – coaches to do a notice at start of training sessions to remind people.

5. Treasurer's Report

The accounts are in a good financial position. The period ended with slightly higher cash position because not all of the affiliation fees have been paid. Accounts to 30 April 2025 are attached.

6. Club Coaching

Simon provided a training report from Chris:

Training Report for Committee Meeting, 19/05/2025

The number of people at training remains constant, though obviously affected by the RR10's & the Lakeside 5K Series.

The Track Sessions are well under way; these sessions seem to get more popular. Over the next 8 weeks, two timed miles are planned, in preparation for the Miles of Miles event on July 2nd (which Hardley are hosting this year). Not forgetting an "Oregon Circuit" in July.

The Risk Assessment that covers the Summer & Winter training has been updated to allow all Run Leaders to have access to MemberMojo. This is to enable the contacting of N.O.K. in the event of an accident during a training session; if the accident is serious or the runner in question wishes this to happen.

There is a Level 3 First Aid Course taking place at Hythe Library on July 22nd. Two Run Leaders (R.L.) are able to attend, plus Adrian who leads the Social Runs. All our Coaches & R.L. will then hold the Level 3 First Aid Qualification.

Finally, the Beginners Course (led by Julie & Danii) is going extremely well (enhanced by many sunny evenings). The numbers are about 15 to date.

The Course finishes on June 3rd. There is a Summer Social organised for June 17th, to welcome this group & a Parkrun Special on June 21st!

Julie asked for extra help on Tuesday 3 June at 6:15pm to assist with the graduation run because runners are likely to be spread out due to a range of abilities, and it is good to have each runner supported as they go.

7. Welfare

Charmaine provided report
ACTION 66 – Check on the existence of social media policy and ensure that this is referenced on the website

8. Club Kit

Current value of kit is £683.16. There have been four sales so far this year, and there is a full range of kit for both men and ladies.
There was some discussion about some additional club items, such as extra lightweight running vests and tee-shirts proposed by DPH, of which there would need to be a minimum order of 10.

ACTION 67 – DPH to investigate cost
ACTION 68 – SF will put forward as an expression of interest in the autumn to assess potential take-up

9. Hants Road Race League

	Date	**Race**
1	31 August 2025	Totton 10K
2	7 September 2025	Overton 5 Mile
3	26 October 2025	New Forest 10 Mile
4	16 November 2025	Gosport Half
5	TBC December 2025	Victory 5
6	1 February 2026	Ryde 10 Mile
7	8 March 2026	Solent Half
8	TBC March or April 2026	Salisbury 10 Mile
9	TBC May 2026	Alton 10 Mile
10	TBC May 2026	Netley 10K
11	21 June 2026	Alresford 10K
12	TBC July 2026	Lordshill 10K

10. CC6 Report

Provisional dates for the 2025/26 CC6 league have already promulgated to club members by email.

Race 1 – Hamble 21st September 2025
Race 2 – Ocknell – 12th October 2025 (home race – volunteers needed!)
Race 3 – Roundhill – 9th November 2025
Race 4 – Holmsley – 14th December 2025
Race 5 – Itchen – 18th January 2026
Race 6 – Badger Farm – 8th February 2026
Race 7 – Itchen – 2nd March 2026

CC6 captain asked for volunteers to marshal and assist at our own race, which we joint host with Totton RC on the 12th October.

11. RR10 Report

The RR10 is two fixtures in and is going well. The men's team is currently 15th and the ladies are 9th, thanks to a very strong performance at race 2. There were lots of new faces at race 1.

Sarah asked for support for runners at the end of the course. Runners from other clubs all gather at the finish to cheer their remaining runners as they come in. She said it would be great for earlier finishers to get their cake and go to the finish line.

ACTION 69 – Ask Tamsin to put this suggestion on the email

12. Hampshire Cross Country Report

This has been our most successful cross country season for a long time with respectable teams for most events. It is the first time we had a team for the nationals for 15 years and this was an epic event. The AGM is next month. Mick is constantly thinking of how to encourage more to come? His email after the nationals was good promotion. Hopefully more will be keen to attend next season.

13. TRI / CTT

CTT – Mick said evening races have already started. Unfortunately they are always Tuesday and Thursdays so there's a conflict.
TRI – Phil Rudd has qualified to represent GB

14. Solent Half

The PA hire is booked and the race referee is booked. Race Sign Up is organised. There was some discussion about whether road closures and signage should be undertaken 'in house' which would save £500. This has previously been organised by Paul Etheridge, including hiring and taking delivery of the advanced warning signs. Paul is in conversation. Acute Medical Cover have been asked to provide a quote, and Dan PH will check alternatives because he has contacts.
ACTION 70 – check alternative medical cover for Solent Half Marathon event

The course must be measured officially by a licenced measurer using a Jones counter every ten years and this is now due as it expired in October 2024.

ACTION 71– This must be booked in January/February 2026 at the latest, to allow maximum run time into the future.

15. Exbury 10k 22 Jun

This will be our 40th Exbury event. There was some discussion about a suitable memento for runners. Dan PH suggested a beer tankard from Vibrant Forest Brewery. The race clock which didn't work last year is available. Mick is away and will miss the event so Sarah will collect and take the clock.
Volunteers are still needed despite the email of 20th April.

ACTION 72 – Dan PH will scope options for a beer tankard
ACTION 73 – Mick will speak to Overton Running Club who did something similar for their race.
ACTION 74 – Sarah to collect the race clock from Mick

16. Publicity / Charity

No publicity officer

Charity
Money raised this year will go to Oakhaven as agreed. It is proposed that next year the money would be split with the Huntingtons Disease charity, because we have a member who suffers with this and we wish to show our support.
Proposer: SF
Seconded: DPH

17. Social

Marnie provided a report
She stressed how it can be difficult to get people to attend events, often because it is difficult to find time when there aren't other races.

13 July – Hardley Awards at Lepe with a social run before, and then picnic afterwards, because it isn't possible to do a BBQ anymore. Check out email sent by Marnie this week asking for nominations for the Navigator Hat and Spirit of Hardley awards.

31 August – Studland social run

19 December – Xmas social – location tbc
There was some discussion about the format of this event and whether it should be at Vibrant again? There was a feeling the lack of good lighting and upstairs bar spoilt the event a bit last year. Plus there was a suggestion that Vibrant might start charging for the venue whereas up to now it has been free. The alternative would be to meet at a pub for a drink, but while this would not incur a hire fee, the drinks would be expensive. The Social Committee are still trying to find a place that doesn't charge. DPH suggested rugby club Julie will ask vibrant if they will provide lights and bar upstairs. Also if they will provide the venue free of charge.

ACTION 75 – enquire about hire of the rugby club
ACTION 76 – enquire about hire of Vibrant Forest Brewery

DPH will inform Marnie and both will circulate findings on the committee WhatsApp group.

18. Webmaster (inc. Diary)

Webmaster's Report

I continue to keep the website up-to-date with the latest results, news, and information.

Web hosting and domain registration

Hosting and domain are with Eco Web Hosting.

Developing our New Website

I have a few changes/updates to make to the current website:

- Add an important documents page and main menu link (to increase visibility of the Constitution, Byelaws, Inclusion policy & Privacy Policy **[do we have this?]**)
- Add a link to the EA Codes of Conduct
- Get up-to-date with the latest results

Once these changes are complete, I plan to set up a meeting with the web developer that I have previously been in contact with to begin the process. I will first reconfirm the cost of this project as a lot of time has passed since the original quote and we are asking for some additions.

The plan is for the new website to be based on the widely-used Wordpress platform, which will allow for an easy-to-use interface and easier addition of features; such as eCommerce for kit.

I sent out a specification sheet for the new website back in March and had a few comments back. If anyone else has any comments please let me know.

Previous comments on the new website spec:

1. Add an eCommerce shop to display the current stock of club kit and allow for payment to be taken. All orders would be for collection in person from Sarah.
2. Ensure that the Solent Half page is highly visible.
3. Ensure that previous content (results, etc.) are included on the new website.

Race Diary Compilers Report

I continue to add new league and other events as and when I become aware of them. Please let me know if you see that an event is missing from the calendar.

https://www.hardleyrunners.co.uk/RaceDiary.html

I also add the Tuesday and Sunday social run details to the calendar as the information becomes available via the WhatsApp/email notification groups.

Development of new website

Simon had previously sent out the proposed spec. He acknowledged a request from Jane to create an important documents page to make these items more visible to everyone, rather than just the committee. This includes making the code of conduct more visible.

As agreed he will keep historical content on the website, as it is currently

Some of the committee roles need to be completed still – the old formats are there in word doc if you need help. These will be updated continuously as peoples roles evolve.

If no-one else has anything to add, the next phase is Design, which will be done when we work with the web developer. We have up to £1500 agreed for this via the AGM, but will more likely be about £300. He will likely to set up a sub group to work with the developer and get it built – DPH offered his time for example for the e-commerce bit.

19. Geoff Mills Award

A discussion had previously been requested by Karwan regarding the purpose of this award, and the thread had been circulated for consideration. The matter was discussed. It was agreed that nothing could be done retrospectively but how should it be managed in the future?

The purpose of introducing double points for cross country races was to encourage participation in these events. Participation is often low because of the distance and timings of these races. However, the ethos of the award is to acknowledge attendance, rather than what specific races people do. It was also felt that the double point system had not especially encouraged more participation, but by awarding double points, those who had taken part in more races had not necessarily been recognised.

The feeling of the meeting was that it should be number of races that counted and that we need to look at other incentives for the cross country events.

The proposal therefore is for the 2024/25 year, which has just finished, to remain with double points for the HCCL races but from the 2025/26 year onwards we will revert to single points for all races. The start point for the new counting system is the start of the RR10 series in April 2025.

VOTE – unanimous (9 votes)

ACTION 77 – website wording on this award needs to reflect decision. The new cross country season starts in October.

20. Code of Conduct

ACTION 78 – Simon will add on the main website the link to the EA code of conduct

21. AOB

1. Risk assessment for social runs

Due to an unfortunate mishap during the social run prior to the AGM in February when someone unwittingly got left behind, Chris wants to work with Adrian to come up with some wording to explain how the social runs work. In that they are not run under the strict EA rules. There is potentially no risk assessment, because that would make us liable; potentially no DBS check for run leaders, so children or vulnerable adults must be accompanied by a responsible adult; runners would run at their own risk and bring whatever first aid support they needed for themselves. This approach would be the same for any social event, such as the paddle events as well.
ACTION 79 – Chris with Adrian to develop wording for the website to explain how social runs operate

2. An additional chairperson to support Sarah

Andy Simpson proposed for co-chair by Sarah
VOTE – unanimous – 9 votes

3. Southampton track event on 15 March

Dan asked about Southampton track event in March. It was reported that it had been a successful event by the 10/12 members who attended. The cost relative to the cost of NFA is £65 for the track in Southampton and £24 for the academy. It was agreed that a Friday is not the best night, but unfortunately we can only have it when the track is available. The suggestion was that we try again when we lose the NFA sessions after summer – to gauge enthusiasm.
ACTION 80 – arrange another session at the Southampton race track to gauge enthusiasm for a session like this

4. Hardley Runners Awards

There was a discussion about what other running clubs do to reward effort and participation. In principle are people interested in a Hardley League? This would be in recognition of a range of activities including volunteering, the CC6 and RR10 series as well as the HRRL and HCCL, instead of one single championship race.
ACTION 81 – all members to send Dan PH your ideas

DONM – 3 September 2025 at 7:30pm at 10 Amberslade Walk, SO45 4NW – Mick will host because Sarah is away

The meeting closed at 10pm

Imogen Hart

Minuted by Imogen Hart for Hardley Runners