

PRESENT

Kath Brady (KB Secretary), Peter Browning (PB President), Judith Cary (JC), Scott Cuncliffe (SC), Helen Harrison (HH), Kim Kennedy (KK -on Zoom), Toby Mackie (TM), Mark Nutter (MN), John Roche (JR Chairperson), Shaun Turner (ST Treasurer), (AW) & Marion Wilkinson (MW)

1. **APOLOGIES FOR ABSENCE** - Adam Wale (AW) & Julia Rushton (JRu)

2. **REVIEW OF PREVIOUS MINUTES AND ADOPTION**

06/10/25 proposed by MW, seconded by HH

08/12/25 MW pointed out that she was missed from the list of members present. KB apologised and would correct. Proposed by TM, seconded by MN

PB asked if minutes could be published on the website.

3. **MATTERS ARISING** (that are not covered in later agenda items)

JR showed a list of 20+ actions from the 2025 committee which were not shown as closed. Actions were checked and now able to be closed.

SC investigating club flags.

STANDARD ITEMS

4. **SAFEGUARDING CONCERNS**

[REDACTED]

5. **ACCIDENTS OR INCIDENTS REPORTED** - none

6. **COACH OFFICIAL & VOLUNTEER CHECKS STATUS**

Junior coaches, MW, Jason Pier, Gill Webster, Sarah Thomas

Senior coaches, JR. Status of Phil Hall to be checked by JR

All committee members should complete the DBS check on England Athletic website even if they don't have direct contact with juniors

7. **CLUB STANDARDS**

1. Constitution – recently updated

2. Committee – JR had a presentation on roles and responsibilities of committee members. He'd contact each member to confirm they were happy with their roles. JR is in contact with England Athletics on their Standards deadline and if any likely alterations. He is working through the other 5 standards with relevant members.

8. **POLICIES TO BE ADOPTED/RENEWED** – JR to draw up

9. SECRETARY CORRESPONDENCE - none**10. TREASURER**

ST confirm the both banks, Barclays and Nat West were able to be access by himself and KB. Club accounts correct up to end of December, Payments had been authorised and made. ST to set up JR to have access to both accounts too as 3rd signatory.

ST still investigating discounts for club members including Sauna at Heptonstall.

The club provided brewing up provisions at Barden for junior coaches/parents but MW questioned the insurance cover. ST queried the insurance cover for our training equipment kept in the gym at BBC. MW assured meeting that there was little value in the equipment there.

11. CLOTHING

The recent weekend 'sale' had generated income of over £500 and still old stock to sell. ST explained there are plans for a pro range of clothing, more fashion orientated with lighter weight vests.

AGENDA ITEMS FOR DISCUSSION**12. MEMBERSHIP**

Renewals as of 16/01: We're up to 268 member renewals. There are a number of transfers which are short payments. I'm working may way through contacting these members to ask for the full payment. So, this number will increase.

New members this month as of 16/01: Reece Wilkinson, Karen Quartermain, Aaron Atkinson, Lisa Thompson, Daniel Vincent, Martin Gilmore, Rachel Grimwade-Baxter

Resignations: David Siguenza

13. TEAM CAPTAINS/MANAGERS & JUNIORS

Juniors performed well in the Lancashire Cross Country Championships at Towneley Park - U11 boys 2nd team (5,6 & 8th), U13 boys 3rd team (11,16 & 25th), 4 U11 boys were competing in the Northern xc on 24th January.

Cragg Runner 5K & junior races, JP circulating flyers promoting event with local clubs.

Seniors, Following the EGM Julia Riushon was elected Ladies Captain.

Lancashire Cross Country Championships Men 1st team (3, 5, 13, 21, 23, 34). Mid

Lancs xc risk of relegation of men's and ladies teams if we don't have a good show at Lancaster.

5 Teams are entered for Calderdale Relay

14. TRAINING & COACHING Flyers promoting training to be published soon. Risk assessments carried out for training

15. **MEDIA & BRANDING** 130 Members in the WhatsApp group. With Facebook algorithms you need to be active and like post to continue to see group posts. Whatever is posted on WhatsApp will be posted on FB Team Clayton. Post need to be timed better, first thing in the morning or later afternoon/ early evening when members are scrolling. There needs to be a marathon group on WhatsApp too. TM looking at paid Mailchip or alternative to effectively email members with updates. TM looking at new website platform for access for mobile images. Paper printed Newsletter for Q1 in progress for non FB and internet users. Richard Lawson had volunteered to assist with distribution.

16. **RACE PROMOTIONS** Stan Bradshaw Pendle round 7th March, Pendle Fell Race including junior races. 28th March. MN had circulated Club Fell Championship races for 2026 to the committee and these would be circulated to members close to when the road and trail championships were decided and ready for publication.

17. **Celebration Night** JR offered to organise and host. JC & HH also offered to organise. Possible date, end of March?

18. ACTIONS TO BE TAKEN

- Approved meeting minutes to be published on the website – KB/TM
- Phil Hall's coaching status – JR
- Standards – JR
- Policies to be adopted – to be created and publish on website – Jr
- JR to be set up as signatory on both accounts – ST
- Membership renewals under paid – AW
- Rally members to attend Lancaster xc – SC, MN, JRu
- Road and trail championship races for 2026 to be decided – SC, JRu,
- Celebration Night, date, venue and trophies – JR
- Andy Churchill Trophy, locate it – JR/JC

19. AOB

Perpetual trophy - Andy Churchill trophy for the first Clayton finisher in 3 Peaks. Who currently has this trophy? Andy Laycock?

MEETING CLOSE – 9.40pm

20. **DATE OF NEXT MEETING** – Monday 23rd February NEW VENUE - Prairie Sports Village, Windermere Avenue, Burnley, BB10 2FU