**Perth Strathtay Harriers**

**Committee Meeting Minutes (DRAFT)**

**Wednesday 9th July 7.00-9.00pm**

**Perth Leisure Pool, Meeting Room**

**In attendance:** Heather Cassie (HC), Bruce Gibb (BG), Gail Greenwood (GGr), Gill Hilton (GH), Iain Jordan (IJ), Jack Moncur (JM), Donna Wilson (DW) and Eileen Wood (EW)

**Apologies:** Nancy Davidson (ND), Vicki Jones (VJ), Gerry Gaskin (GG) and Lauryn Wood (LW).

1. **Welcome and introductions for new members (BG)**

BG welcomed everyone

1. **Update on any actions not covered in agenda**

Agreed to revisit any items not covered at the end of the meeting.

1. **Treasurers update**
* ***Expenditure projection 2025/26***

DW has drafted an expenditure projection for 25/26. This includes costs for projected minibus hire. It was noted that it would be good to have more people qualified to drive the minibuses to facilitate it use for competitions. GGr will add this to a message in the WhatsApp competition group.

There was some discussion around budgeting for athletes’ club hoodies/t-shirts/vest. Agreed to discuss under club kit/shop.

* ***Nightly fees***

There was discussion around how annual memberships and nightly fees are paid. There was general agreement to move to a combined annual payment (training fees and membership fee), which can be paid as a lump sum, or as a quarterly or monthly direct debit. This could be implemented in October. Because the membership fee would be included in the amount, the club membership fee would be considered as being part of the first payment made, so that all athletes are classed as fully paid-up members for the purposes of competing.

It was agreed that Under 9’s (run/jump/throw group) would be exempt from this and could still pay cash on the night. All new athletes can get one free taster session

It was noted that inclusion athletes membership fees are paid separately.

Agreed to take this proposal to the AGM in September.

* ***Coaches courses***

DW updated that Level 1 coaching courses (assistant coach) will cost £250. Those who want to do the courses can go ahead and book and then claim the funds back. There are currently around 8 people interested. ( Jack, Holly, Dave, Lauryn, Jonathon, Alex, Bronwyn, Bruce).

Level 2 coaching courses will be available in September with a January assessment date (Gail, Iain and Lewis)

It was noted that there must be a 6-month gap between doing level 1 and 2 qualifications.

First aid courses were also discussed. This currently costs £75 per person. It may be possible to do a group session with up to 12 people at a discounted rate. DW to explore this.

It was agreed that a first aid kit should be bought to store in the container. DW to determine if there is a standard list of items which should be included in the first aid kit. Also consider a first aid kit for minibuses and having a first aider on the bus.

* ***Equipment purchases***

EW tabled a list of new equipment suggestions to support the run, jump and throws training groups. All agreed to support the equipment purchases and suggested that this could be funded from Graeme Gatherer’s marathon fundraising. DW agreed to take forward purchasing of the new equipment and to arrange a photo with Graeme to showcase to contributors how the fundraising monies have been used. GGr also requested a trolley for the tent and DW agreed to look into this

It was noted that BG has requested indoor space at Perth Grammar School for winter training.

The committee was updated that a portable high jump cover would cost in the region of £8.5 to 12k. It was agreed that this would require further discussion and agreement regarding storage.

The committee had a discussion around container storage and whether a larger container was required. It was agreed that in the first instance we should ensure we are using our existing storage efficiently, and then if we need more storage, look into additional container storage and perhaps explore second hand options.

Facilities on site were discussed. It was noted that the track has now been deep cleaned but still requires to be lined. There was discussion around purchasing a wind gauge or two for competitions. It was highlighted that the GDAA has lost its TrackMark certificate. We need TrackMark to be at a certain level to be certified as competition standard. Issue points from SportsLab report in December were:

* Track deep clean
* Track lines to be repainted
* Areas of the track to be patched
* Throws cage net to be installed

BG queried possibilities on how the club could help with LA/PKC were prepared to negotiate. It was agreed that this would be worth exploring and noted that getting the track certified as competition standard would create greater opportunities for the club.

1. **Coaches update**

EW updated on plans for a new run, jump, throw group for 7pm on a Tuesday. Everyone was positive about this.

JM raised the idea of creating female welfare officer roles to support younger female athletes as they transition through puberty. Holly and Lauryn have indicated they may be willing to support this. It was agreed some period products should be purchased for the toilets at the track and consider what resources may be useful to have at competitions.

There was a discussion about how the club can increase engagement in competitions. It was suggested that more buddying between younger/older athletes may help. HC also suggested exploring older athletes speaking to the younger athletes about their competition experience. GGr updated that she plans to develop a questionnaire for both parents/children to complete regarding feedback for the next competition season.

Athlete development and transition from training groups was discussed. It was agreed that more support for coaches is needed to help them support athlete development and that it is important that there is an opportunity to share expertise. It was also agreed that there needs to be more discussion around the coaching structure. e.g. currently a gap in hurdle training/limited coaching numbers at 7pm sessions. GGr advised they are currently exploring the use of parent rotas at the 7pm middle distance sessions. It was noted that currently only the Monday 6pm session has a waiting list.

There was some discussion about the coaches/committee taking external advice and caution raised around ensuring what constitutes a formal /informal role. BG was clear that all role appointments must come through and be made by the committee.

1. **Welfare**

It was noted that Jack, Lewis and Holly are waiting for PVG approvals. DW has developed a spreadsheet to help manage volunteers for events and GGr will trial this at the next event. It was agreed that ‘incidentals’ need further discussion at the next meeting.

GG agreed to continue to ask parents to apply for PVG and highlight that this is needed to provide any assistance at events.

1. **Any other business**

***Club championship 2025***

IJ provided an update on plans for this years club championships. IJ and LW are taking a joint-lead role on this with support from others. IJ is in the process of completing the track booking form but had a few aspects to agree with the committee first.

Date confirmed as Saturday 13th September. 10.00am – 4.00pm approx. A rough timetable has been drafted with entries to be made in advance.

It was agreed that there would be no admission fees and that spectators would be welcome. Some discussion was had about hosting this jointly with Strathearn Harriers but it was agreed to run it separately this year.

It was initially suggested that all athletes should do a run, jump and throw to count and be able to participate in as many events as they wish, with the best three counting. *(This has since been adapted to a maximum of four events per athlete, with either two track/one field or one track/two field to count.)*

Athletes can wear PSH kit if they wish and will be allocated numbers.

There was discussion about running a tea tent and also having a club kit/spikes sale.

The meeting was closed without having covered all agenda items. Agreed remaining matters would be prioritised at the next meeting.

**Next Meeting:** Wednesday 6th August 7-9.00pm. Venue likely to be Perth Leisure Pool Meeting Room, but TBC.

**ALL ACTIONS:**

* GGr agreed to continue to ask parents to apply for PVG and highlight that this is needed to provide any assistance at events and also highlight the need for mini bis drivers. GGr to send a message in the WhatsApp competition group.
* DW to explore arranging a date for first aid training.
* DW to determine if there is a standard list of items which should be included in the first aid kit.
* DW to take forward purchasing of the new equipment and to arrange a photo with Graeme Gatherer.
* DW to look into purchasing a trolley for the tent.
* GGr to develop a questionnaire for both parents/children to complete regarding feedback for next comp season.