Thirsk and Sowerby Harriers Committee Meeting

Wednesday 8th July 2026 8.15pm at Sowerby Sports Village pavilion

Minutes

	Agenda Item
1	Present: Rob Burn (RB), Gavin Coventry (GC), Rosie Gatenby (RGa), Trudy Morrice (TAM) (chair) (minutes), Jody Sygrove (JS), Adrian Wood (AW), Kerri-Lee Wooding (KLW) Apologies: Paul Chapman,Natalie Lyth, Lucy Sillars, Bronwyn Mayo
2	Minutes of June meeting agreed as a true record
3.	Open actions agreed at previous meetings

	Origin	Action	Owner	Target meeting	On track / complete
3.	10/12/25 Item 4.2	PC/TAM to work with AW and coaches to incorporate additional guidance on severe weather into risk assessments	AW/PC/ TAM	Jan 26	10.05.26 -PC to update template 10.06.26 - ongoing 08.07.26 - simplified version from PC agreed with some discussion about allowing for a local risk assessment for red warnings (as per Sutton Bank HDSRL) and vice versa for yellow warning if there is local variation and need to cancel. AW to discuss with PC and finalise in Aug meeting.
17	11/03/2026 Item 5	Social media review sub group actions	PC	April 2026	08 04 2026 Whatsapp actions complete, other actions ongoing 10.06.26 - just need to check access levels set correctly 08.07.26 - review in Aug
18	11/03/2026 Item 5	Committee members who are willing to be responsible adults to fill in form Guidance on appropriate levels of supervision during athletics and running activities Link to form	all	April 2026	08 04 2026 - one form completed other committee members to consider completing In agenda for May to discuss 13 05 2026 Our understanding of the role and requirements of responsible adults appears different to what is on EA website, RB contact Heidi Bradey at EA to clarify expectations

	Club-Forms-Self-Declaration-and-Disclosure-Form-1.pdf And inform NL				10.06.26 - committee members to complete the unlicensed volunteers process (as per 5.1 below) 23.06.2026 - Do we need to agree on a process about where these names are kept and who they are shared with? 08.07.26 - TAM and LC have completed forms. Others to complete by Aug meeting. Action: AS to add 'Extra helpers' to register
20	11/03/2026 Item 8.6	Rationalising Policies Consider if the Online Safety and Social Media Policy and Photography and Social Media Policy can be combined Consider if the Electronic Register Policy can be incorporated into the Privacy Policy	AS TM	June 2026 August 2026	Deferred to July 08.07.26 - reviewed and no need to update or combine. Action complete
22	11/03/2026	Look at alternative registration options like SI	K-LW	May 2026	08/04/26 K-LW reported on findings so far. Agreement in principle to move to booking platform format. More costings needed to finalise decision. 13 05 26 Deferred to June as KLW unable to attend 10.06.26 - KWL will do brief summary of what's involved in moving to Si entries 08.07.26 - KLW has reviewed Si entries and it looks like it will meet requirements. Option to ask everyone to set themselves up for the first time at renewal date. Committee agreed to adopt this as the membership system. Actions: KLW to set up some of committee manually as a trial to check the workflow. KLW to check current charges vs Sientries which are 5% + VAT for card and 7% + VAT for a direct debit.

	24	08/04/2026 Item 7.4	Talk to contact about sign language and deaf awareness	RGr	June 2026	10.05.26 RGr has spoken to EMcQ and are making plans 10.06.26 - Review actions in July meeting 08.07.26 - agreed to have a session at Sutton Bank after training on Wed 28th Oct. NL to book the dark skies hub at Sutton Bank for that evening. RGr to check date with Emma.
	26	13/05/2026 Item 4	Explore with T10 committee possibility of giving age related prizes (5 Years age brackets).	TM	Sep 2026	Discussed with T10 committee and will confirm in September as well as decision about bone conducting headphones.
	27	13/05/2026 Item 5.2	Explore option for permanent TASH sign at the sports village	RB	June 2026	10.06.26 - KLW is drafting a design 08.07.26 - KLW/PC have drafted design. To be finalised for next month.
	28	13/05/2026 Item 4b	Develop spec for branded tent and share with RB	PC/TM	July 2026	10.06.26 - TAM/PC working on spec for tent and LS on application for grant (see 8.1c below) 08.07.26 - if successful with grant funds then will look to get 2 branded tents, one lighter weight for cross country events. PC/TAM/RB to finalise spec once we know about funds.
	29	10/06/2026 Item 8.2	TAM to share suggested wording about club kit following the meeting for comment	TAM / All	July 2026	08.07.26 - Complete and wording to be added to website in policies area.
	30	10/06/2026 Item 8:!c	Explore further charitable donations which will guide decision on branded tent	TAM / LS	August 2025	08.07.26 - In progress. LS has been successful so far in getting £1k to fund water bottles for fun runs. Other applications in progress.
4	Matters arising (not covered in agenda) RGr raised that he and BM had done some work on club vest materials and had ordered some samples of the Fasttrax vests/shirts. Cost is £24 so material and cost needs to be reviewed vs supplier. Review again in Aug/Sep.					
5	Safety and welfare - RGr to do a review of register to see if some check-ins are needed.					
6	Training and club social events 1. Training update - continues to be very good attendance at training and new joiners coming each week. 2. Beginners Group update - JS reported that there had been an average of around 30 attending. The course had gone well and KLW said 8 had joined so far as TaSH					

	members. T shirts and support at parkrun had been well received. Thanks to PC for organising the shirts. 3. Club socials ○ chat and run - sharing Thirsk local routes: next date is 11th July from Thirsk. Please can committee members share local routes of 4-5 miles which could be used. Action: AS to update the feedback form and PC to send out. ○ Agree date and arrangements for next social - similar to last year, informal training session in Rob and Christine's garden after Mountain race. Agreed this would be Wednesday 2nd Sep at 6.30pm with pizza afterwards. TAM to advertise in the newsletter and organise pizza. 4. Planning 2027 celebrations - Discuss tentative dates for events in 2027. Discussed and agreed to following: ○ May: 50th Virtual race, Drovers Road ○ June: see if HDSRL agree to run the event at Sutton Bank again to celebrate 50th anniversary with other clubs ○ July: 50 for 50 at Sowerby Sports village: RB suggested inviting people to come and walk/jog/run for 50 mins and then record distance and then publish total. ○ Aug: Mountain race linked to '50' theme ○ 1st Oct: formal dinner at Topcliffe Next steps: TAM to start advertising in newsletter, AGM etc. RGr to confirm with HDSRL about next year, review other options for events during the year. Review again in Sep/Oct.
7	Community events / TaSH club races ● Member of the month June: Taking part or supporting TaSH HDSRL ● Community and race events: updates , ● HDSRL feedback - Thank you to RGr for organising the event and all the volunteers involved. Positive feedback received from runners about the race briefing (using the tannoy) scenic route, organisation, food and cakes! ● Sessay Swift prep - RO reports everything in hand and no support needed at present. ● Cleveland Way Relays feedback - Thank you to RGa for all her organisation of the event, especially all the last minute changes. It was a very successful event with positive feedback from participants about the team spirit, sunny weather, scenery and the fish and chips. Some learning which will be incorporated next time. ● NYSD XC fixture dates and PECO plans - no further update on NYSD fixture dates. Committee agreed to support both leagues for 2026/27 and include a mixture in the championship. TAM to contact Peco league for joining process and costs. ● T10 prep: kick off meeting in July, date set for 14th March 2027 ● Flatts festival fun run and club promotion prep - volunteers arranged for 2nd Aug. Flyers to complete and giveaways for fun run. Event will provide space for club tent. ● Lift the Curfew - discussed and will advertise training sessions 26th Oct (at track) and 28th Oct at Sutton Bank as Lift the Curfew sessions open to everyone.TAM to advertise
8	Club management 1. Digital Assets Review (deferred item) 2. Finance update - budget planning and review (deferred to Aug) a. Charitable trust application update - LS has been successful in securing £1k from a North Yorkshire Council fund for fun run water bottles. Thank you to LS. b. Storage unit update and next steps - Shed still to be ordered. Shelving unit to install plus trolley to move core equipment. 3. Committee roles discussion ahead of AGM - the committee discussed what roles needed covering after AGM. As well as the regular roles, it would be helpful to have a press officer/comms person, RO support and XC contact. TAM to draft suggested words for early email to members. 4. Constitution - committee discussed the need to update the constitution to bring it in line with the updated Grievance and disciplinary policy. Action for committee to review the constitution document before the next meeting to review if any other updates are needed. 5. Policy updates - see action 20. 6. Membership update - As of 6th July, we have had 242 people join, re-join, or are confirmed honorary life members.

	7. This includes: 218 Seniors, 7 Juniors, 9 2nd Claim Seniors, and 8 Life members. 54% female, 46% male.
9	New Matters Arising -
10	Date and time of next meeting - Wed 5th August 2026, 20:15 at Sowerby Sports Village pavilion

Completed Actions					
	Origin	Action	Owner	Target meeting	On track / complete
1.	10/12/25 Item 3	Discuss Martyn's Law requirements with Duncan for Sessay Village Hall	AW / A Docherty	Jan 2026	09/01/26 Advised as less than 400 participants do not have to formally comply- complete
2.	10/12/25 Item 4.1	To review option and interest in prevention and recovering from injury session	RGr	Jan 2026	Complete
4.	10/12/25 Item 4.3	Purchase contents for Safety Rucksack	PC	Jan 26	9/01/26 In progress Update from PC 11/02/26: just waiting for blanket and will purchase couple of dry bags to complete it. 11/03/2026: Update from PC awaiting last item 08 04 2026 -complete
5.	10/12/25 Item 4.3	Add column to coaches rota to bring safety rucksack	RGa	Feb 26	10/01/26 Complete
6.	10/12/25 Item 4.3	Need volunteer to explore options and costs for a TaSH branded tent		Later in year	Added to improvement plan for Apr
7.	10/12/25 Item 5.1	Once KAV presentation date known, plan celebration	RB / ASll	TBD	11 03 26 Possible date identified 08/04/26: 1st April at the track for presentation at 6pm followed by Easter Handicap. Sutton bank session moved to 30th March. Herriot Hospice and Community Works also invited for presentation complete
8.	10/12/25 Item 6.2	Review info from Easingwold on training and registration system for TaSH suitability 05/02/26 RGr reported Training and registration has been reviewed and isn't relevant for our use - it's focus is on separate groups out on different	RGr	Jan 26	05/02/26 Complete

		road loops, rather than our track based sessions.			
9.	10/12/25 Item 6.4	Arranging joint sessions: Ripon: end of March, SBVC Easingwold: Spring?	RB RGr	Jan 26 Feb 26	Review and confirm in March meeting 05/02/26 Update from RGr Still reviewing with Easingwold 11/03/25 : Discussions with Easingwold paused as difficult to find joint date. RB will speak to Ripon after KAV celebrations 08 04 2026 RB to speak to Ripon 13 05 2026 Agreed as hosting Ripon at our HDSRL at Sutton Bank we do not need to progress this at this time Closed
10.	10/12/25 Item 6.5	Beginners Group: ask AB about running a 2026 group and timing. Discuss with coaches whether we need a cap on numbers 14. 01 .2026 RB discussed with AB who agreed. Committee recommend cap at 50 places and timing. Discuss with coaches whether we need a cap on numbers 14. 01 .2026 RB discussed with AB who agreed to run group. Committee recommend to cap at 50 places	RB	Jan 26	Complete Feb 2026
11.	10/12/25 Item 4.3	Ask LH to book training session at the athletics track in Middlesbrough, possibly timed for monthly TT	RB	Jan 2026	09/01/2026 - neither Middlesbrough or Darlington have availability
12.	10/12/25 Item 8	Explore if can add Trail running to what TaSH covers on the England Athletics site	NL	Jan 26	Complete Jan 2026
13	14/01/26 Item 4	Reply for request to sponsor race and confirm TaSH will sponsor a race and organise advert	TM	Feb 26	Confirm we will sponsor a race Complete Feb 2026
14	14/01/26 Item 6	Update training calendar to show outdoor training from March onwards	BM	Feb 26	Completed 05 02 2025

		5/02/2025 BM confirmed completed			
15	14/01/26 Item 6	Agree dates for Easter Handicap and March time trial	RB	Feb 26	Monday 30th March Stone to Whitehorse
16	14/01/26 Item 6	Confirm arrangements for film night with MD	TM	Jan 26	Complete Feb 2026
19	11/03/2026 Item 6.1	Beginners Group Ask Joe Joyce to make sign Design flyer Put flyer in T10 pack	 K-LW K-LW PC	ASAP	08/04/26: actions complete
21	11/03/2026 Item 8.4	Encouraging RO for T10 Ask for expressions of interest in the follow up to T10 and send to employees	TM	Apr 2026	08/04/26: action complete
23	08/04/2026 Item 7.2	Review T10 RA vs possibility of allowing bone conduction headphones being mindful that the race is on some open roads	AW / T10 committee	June 2026	Reviewed by RO and consideration will be included in the risk assessment review Action closed
25	08/04/2026 Item 7.6	Propose how funds will be raised for celebration bulbs.	RB/LS	May 2026	13 05 2026 Agreed any funds raised from virtual mountain race will support this Closed