Thirsk and Sowerby Harriers Committee Meeting

Wednesday 5th August 2026 8.15pm at Sowerby Sports Village pavilion

Minutes

	Agenda Item
1	Present: Gavin Coventry (GC), Rosie Gatenby (RGa),Natalie Lyth (NL) (minutes), Bronwyn Mayo (BM), Trudy Morrice (TAM) (chair),Lucy Sillar (LS), Jody Sygrove (JS), Adrian Wood (AW),(KLW) Apologies: Rob Burn, Paul Chapman, Richard Grant, Kerri-Lee Wooding
2	Minutes of July meeting
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. 05.08.2026 **Complete Agreed if there is a Met Office (not BBC or other)** **Green - proceed as normal** **Yellow - Training session coach and safety officer discuss, proceed with caution eg if hot encourage more water, cold advice wrap up** **Amber- Race officer and team or coach and safety officer look at what measures can be put in place and make a recommendation to the committee whether there is a need to cancel**

					Decision made at committee level . **Red- should cancel unless confident can mitigate eg move start time outside of red warning times - again decision is made by the committee**
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 05.08.2026 Defer to Sept
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 Club-Forms-Self-Declaration-and-Disclosure-Form-1.pdf And inform NL	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 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 05.08.2026 - more committee members have completed this
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. 05.08.2026 Currently membership fees on Stripe which is an American platform. If we move to SI Entries it is British platform so may be more robust.
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. 05.08.2026 NL has emailed Chris Pye to request booking the hub complete
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. **05.08.26 Complete Agreed to go back to prizes for 5 Year age groups. Redistributing the same prize money prizes**
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.

						05.08.2026 Defer to 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. 05.08.2026 LS reported that grant application she made was successful and can proceed to purchase. RB, PC and TAM will work on specification
	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. 05.08.2026 Wording agreed TAM to remind PC to add to policies
	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. **Complete** 05.08.2026 TAM and LS successful in getting grant from Sports England. Bottles well received at Flatts festival
	31	05.08.2026 8.1.b	All committee members to review the constitution and make recommendations for any updates	All	Sept 2026	
	32	05.08.2026 8.2	Need costed proposal of kit options for vests/t shirts/crop tops	BM and RGr	Sept 2026	
4	Matters arising (not covered in agenda) - None					
5	Safety and welfare - Need to monitor if there are any more instances of people using electric bikes on track at the same time as our training sessions and if necessary modify session. There was one e-bike present this week but they were very respectful of runners and no safety issues identified. Safety of less able runners - if a coach feels a runner needs individual suppport/monitoring they can ask a non registered volunteer to provide this under the oversight of the coach					

6	Training and club social events 1. Training update - sessions continue to be well attended with positive feedback 2. Club socials update ○ Next chat and run 13th Sept ○ Social at Rob and Christine's on Wednesday 2nd Sep - exploring the possibility of a Pizza Van 3. *(Planning 2027 celebrations - discuss again in September)* A previous member approached TAM at Flatt's Festival to ask about 50 year celebration. Need to consider if we hold a reunion type event at a location like Thirsk Garden Centre.
7	Community events / TaSH club races ● Member of the month July: Attending 4 training sessions in month - 66 Qualified ● Community and race events: updates , ● Sessay Swift prep - TAM reported that DF is well prepared, over 80 TaSH members have registered ● Gormire Gamble - deferred to September ● XC update - TAM reported that she has had correspondence from Mark Hetherington at the PECO league stating that TaSH can formally apply and it will be discussed at their AGM in September. This is in addition to remaining a member of NYSD XC ● NYSD XC dates on TaSH website and NYSD website although access to the website seems a bit problematic currently ● T10 update - 14th March 2027, same organising team as last year. K-LW has opened it for applications. Investigating option for RO handover. ● Flatts festival review - positive event, lots of engagement at the stall. Water bottles really well received. Next year consider having 3 marshalls on the back straight to ensure all runners can be observed at all times or explore if fun run could be in the adjacent field to allow more children to take part. TAM would like to thank everyone who was involved and those who were sorting out the storage unit at the same time ● Other community events - Lift the Curfew. 26th and 28th Oct will be advertised as open to the public. K-LW will do a flyer with Sports England logo on
8	Club management 1. AGM 18th Nov planning a. Committee roles discussion ahead of AGM - TAM shared a description of the vacant roles which was approved, converting 2 roles becoming vacant to a Press and Social Media Support role and another to a XC link role. TAM to send email to all members and follow up in Sept Newsletter. Consider including that there is also a need for none committee roles for example race directors b. Constitution - Action for committee to review the constitution document before the next meeting to review if any other updates are needed. 2. Club kit material update - BM and RGr to do costed proposal of new kit options 3. Digital Assets Review - defer to Sept 4. Newsletter items - London Marathon Ballot 5. Finance update - a. Budget planning and review - £2000 deficit on year. Part of this relates to an invoice for engraving 2 years ago presented late. Already have plan to increase fees in 2027 but may need further increase in 2028. LS to draft budget for next year based on this year plus learning and discussions. b. Charitable Trust applications - successful in getting grant from Sports England for a full tent, an inflatable tent and flood lights. These will support the lift the curfew event and other events. Will need to ensure we put Sports England logos on the tents. c. Storage unit update - this is now fully sorted a massive thanks to Paul, Richard and Gavin for working on this on very hot Sunday 6. Membership update As of 3rd August, we have had 249 people join, re-join, or are confirmed honorary life members. This includes: 226 Seniors, 7 Juniors, 8 2nd Claim Seniors, and 8 Life members. 54% female, 46% male.

9	New Matters Arising
10	Date and time of next meeting - Wed 9th September 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
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
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