



## **BEDFORD HARRIERS A.C.**

Bedford International Athletic Stadium  
Barkers Lane, Bedford MK42 9SA  
[www.bedfordharriers.co.uk](http://www.bedfordharriers.co.uk)

Email: [hello@bedfordharriers.co.uk](mailto:hello@bedfordharriers.co.uk)  
Telephone: 01234 307013

### **Minutes Annual General Meeting of Bedford Harriers Athletic Club Wednesday**

**27<sup>th</sup> March 2019, 20.30**

**Venue - Bedford International Athletic Stadium.**

#### **CHAIRMAN INTRODUCTION -**

Meeting opened 20.35.

Welcome everyone and thank you for attending your Club's Annual General Meeting.

For those of you who don't know me or recognise me out of running kit I'm Steve Crane, the current Chairperson, other introductions, Zoe Willett, Club Secretary, Jacinta Horne, Membership Secretary, Richard Watson, Treasurer. The empty seat is for the Race Management Secretary.

There are agendas for tonight's meeting and minutes of the last AGM on the chairs, probably not enough for one each but perhaps enough for one between two.

The attendance register was taken as you arrived. If anybody managed to sneak past our 'bouncer' please ensure your name is added to the attendance register before you leave this evening. The object of taking the attendance register is so that we can ensure we have a quorum to endorse the validity of this meeting.

The format of the evening is as per the agenda, and, as was mentioned in the invitation letter members of the committee will be around after the meeting for informal conversation.

**ATTENDEES** – Bill Tallentire, David Prior, Lorena Henderson, Lesley Gaunt, Peter Pack, Susan Pack, Angela Gallivan, Simon King, Stuart Bullard, Neil Loader, Judy Prior, Peter Fadden, Chris Fadden, Steve Crane, Adam Hills, Lesley Barnes, Tony Barnes, Michelle Fadden, Ian Kingstone, Chris Capps, Gill Fullen, Jen Lovesey, Neil Lovesey, Ian Surdgess, Jenny King, Elaine Fullard, Lynne Greenard, Tony Jones, Steve Gaunt, Sheila Humphries, Zoe Willett, Jacinta Horne, Richard Gallivan, Graham Horne, Val Bird, Richard Watson, Bev Tredget, Stuart Knight, Sally Knight, Gary Finch, Angie Finch, Kevin Willett, Amanada Friman, Vicky Shaw, Mark Keens, Richard Woodward, Helen Whiting, Jackie Popland, David Frampton, Larry Corkrey, Stephen James, Bev Gous, Ronnie Singleton, Eva Kovacs, Mark Tinkler,

**PATRON**  
W.J. Jordan, Esq.

**CHAIR**  
Steve Crane

**VICE CHAIR**  
Zoë Willett

**HON. TREASURER**  
Richard Watson

**VICE PRESIDENTS**  
Richard Canvin  
Barry Whitmore  
Rob Burrells

**HON. SECRETARY**  
Zoë Willett

Affiliated to ARC, UKA/EA, Bedfordshire AAA, BTF, SEAA and CTT



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**APOLOGIES** – Andrew Robertson, Karen Robertson, Sally Cartwright, Jacky Keenan, Graham Short, David Sutcliffe, Alex Rothwell, Tony Parello, Lyn Short, Linda Watson, Jeanette Cheetham, Rebecca Pinney, Alastair Fadden, Nicky Jones, Mark Taggart, Bill Khinda, Norma King, Lorraine McCormack.

### **MINUTES OF LAST AGM (2018)** –

It was agreed the minutes to be a true reflection with a majority vote from all present in agreement, Proposed by Chris Fadden and seconded by Tony Barnes, therefore passed as accepted.

### **CHAIRMANS REPORT** – Steve Crane

I am pleased to report that the Club continues to thrive in virtually every aspect of its activity.

Investment in the Club's coaches and Membership continues and every opportunity to develop the skills and abilities of our coaches and athletes is considered.

Members will doubtless have noticed a number of training, coaching and athlete centred educational workshops over the past year that have either been paid for entirely by the club or carried a high degree of club subsidy. And whilst the Club invests financially it should also be recognised that members make their own investment too, in terms of time, effort and commitment.

I won't go into specific detail here and now since it is highly likely that this will feature in reports given by others.

The results of this investment can be seen in the number of athletes extending their achievements and testing their potential.

Think about athletes making progress through a combination of their own endeavours, coaching and encouragement provided by their coaches and peers. As a Chairperson and member of the club this is incredibly rewarding to observe. Doubtless others share this view.

This is my annual opportunity to publicly thank the members of the Committee for all their hard work throughout year – thank you all.

And it is also the opportunity to publicly thank all those members, and indeed non-members, that contribute their efforts to the benefit of the membership at large. This is in fact the majority of the membership in one way or another.

Club governance update.

The past couple of years have involved some intense Club Governance issues that are dull and boring but nevertheless a factor of life in the 21<sup>st</sup> century.



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25<sup>th</sup> May 2018 saw the introduction of new data protection regulations known as the General Data Protection Regulations or GDPR for short. These regulations replaced the Data Protection Act 1998. Whilst the Club had been in compliance with previous legislation the introduction of GDPR involved the Club in a considerable amount of work to become GDPR compliant.

On the 30<sup>th</sup> November 2016 at a Special General Meeting the membership voted in favour of,

- 1) The Club becoming a Company Limited by Guarantee
- 2) The Club becoming a registered Community Amateur Sports Club (CASC)
- 3) The Club adopting the Constitution as put before the SGM
- 4) The Club establishing a trading subsidiary to manage the finances of the Clubs events.

Where are we now?

Number 1, A Company Limited by guarantee was registered with Companies House on 28<sup>th</sup> April 2018

Number 2, CASC registration, - An application made on 5<sup>th</sup> February 2019, currently awaiting a response from HMRC

Number 3, The Constitution was adopted with immediate effect at the time of the vote in November 2016

Number 4, A trading subsidiary was registered on 3<sup>rd</sup> September 2018, known as Bedford Harriers Events Ltd

To summarise, the proposals from November 2016 have almost reached the point of conclusion.

Proxy voting & Club constitution.

One of the provisions of the 2006 Companies Act is that companies provide for 'Proxy Voting'

The Club's Constitution contains the condition that 'Votes may be given in person only' in contravention of the 2006 Companies Act.

The Club has no option other than to include a provision for Proxy Voting in the Club's Constitution and to allow for it in future AGMs and EGMs.

I will amend the constitution accordingly and make provision for it to be published on the website forthwith.

### **TREASUERS REPORT – Richard Watson**

Another successful year of running at the club is also reflected in the financials of the club, where we remain strong financially. The annual accounts show a deficit of £13,000 in the year, and this is impacted by four items



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1. Timing of race surplus from the Oakley 20 race, where we have aligned the surplus from the race to be taken in the year of the race. This is a one off in readiness for CASC and Companies House reporting, and has a £5k reporting downside in 2018, but Oakley still is our most profitable race. This was also further impacted by the additional costs of posting the hoodies due to the race cancellation.
2. Lower income from our half marathon (£4,000 reduction YoY)
3. Investment in our race infrastructure, including the purchase of new timing mats
4. Increased YoY investment in club activities including additional coaching.

Despite the deficit in 2018, the club is in a healthy place with a surplus of £65,300. This represents 120% of our annualized race costs.

Expenditure on annual club activities, which includes our annual awards, circuits, team racing events, triathlon swimming, social and membership insurance is funded by our race profits. The importance of our races is evident given that the cost exceeds subs by £13,199, an increase of £3,500 from the previous year. The £13,199 equates to £26 a member (87% of the Full subs). As well as the regular team events, this year we partially funded the Holkham Hall triathlon team relays and pay £1,400 for X Country races. The subscription increase reflects the full year impact of the subs increase made at the AGM in 2017. We have made a considerable investment in coaching this year with spend on Leadership in Running and Fitness and Triathlon coaching for our coaches.

Other costs are similar YoY.

We will be undertaking a review of our non-race cost base during the new committee year, eg circuits costs £4k a year

The decision at last years AGM for the club to part fund the track passes, had a significant impact, with the number of people purchasing track passes at 231 (a 30% YoY increase from 16/17), the number of renewals was at 81%, compared to an average of 67% in previous years.

Thank you to Steve Crane for all work done towards CASC and explaining where the club is regarding tax liability.

### **MEMBERSHIP SECRETARY REPORT – Jacinta Horne**

At the committee meeting dated 4th March 2019 we had 488 members, which is 5 down on this time last year. Of these 78 are new members and the others renewed from last year. Our membership continues to be stable despite the very slight drop. We seem to have a fair few attending the training nights, which is very encouraging.



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I would like to welcome the new helpers on our welcome rota first and then to thank them and those who have been assisting for some time now to sort new people out as they walk in the door. Thanks also to all the coaches who put in so much effort to keep the schedules up to date. All of this adds to the professional appearance of the club and encourages new members to become long term members.

I will also take this opportunity to remind members that it is now totally their responsibility to keep their information on our database up to date. It is easily accessed through the home page on our website. It is most important change your club if you move from 2<sup>nd</sup> to 1<sup>st</sup> claim or vice versa as incorrect information at the time of a race could make your result invalid for awards or prizes. In the same vein, it is also imperative that your membership is renewed on time and, if the email address on your records is old or incorrect, you may not get your renewal notice.

Any questions?

Q1. Why do we have an issue with retention?

A1. People seem to stay for one to three years or forever. Hard to say why. When people say they are not renewing, there is rarely a complaint attached and mostly change of circumstances is mentioned.

Q2. How many people attend club nights?

A2. It appears to be quite a lot and could be a different set of people on a Monday to a Wednesday, but we do not actually know.

It was suggested that we could do a census every now and again and that coaches could count their group members. Jacinta said she would bring it up at the next coaches meeting.

Q3. How do you update your details and do you need to go on to your record and update the date of birth each year?

A3. Date of birth does not need updating each year. The "update membership details" tab on our website explains what to do but Jacinta is happy for anyone to contact her if they need assistance.

Q4. How do you know that everyone running has paid their membership.

A4. We cannot easily police this apart from just asking Jacinta if you have cause to consider someone may not be. Jacinta is happy for any coach to ask for verification.



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### **TEAM MANAGEMENT REPORT – Angie Finch**

I would like to say thank you to the other Team Management namely Gary Finch and Peter Pack who is our voice on the committee and hoping that he will be able to continue in this role for us. Thank you to Ronnie Singleton-Lawley who took on the role of organising the Counties XC and increased the participants with some excellent results and has kindly volunteered to carry on with this for next year.

The Club Championship races were well attended and good to see all the awards handed out in January. Always a mammoth task choosing the races and trying to fit them in the race calendar.

I would like to thank Jenny King for organising EMACs for the Harriers, we were few in number but we certainly had a good go at doing athletics, some of us havent done since our school days! The other clubs were fantastic in helping us with their coaching tips. Unfortunaley we will not be entering the EMAC this season but fun was had by those who did compete.

Round Norfolk Relays always a favourite and again Richard Watson will be leading this and thank you goes to him for organising this massive relay over the September week end.

Greensands Relay, I have an email for this so anyone interested please let me know and I will forward the details.

We have supported our usual team events Stevenage Relays – always a great summer race, good to support and cheer round our team mates. The Squeaky Bone with 14 teams was a great start to the XC this season leading onto the 3 Counties Cross Country. What a turnout we have had, our biggest was 100 Harriers at Dunstable. It is so lovely to see lots of new faces enjoying cross country for the first time and I have never had to order so many beanies!!

The beanies are awarded to any person who runs or does the scoring in the 3 Counties XC in all 5 races or 4 plus 1 other team event. Again I put a list up this year so that any discrepancies can be ironed out before tonight, there were 2! So I'll call out the names and please come forward to collect it.

### **COACHING AND TRAINING REPORT – Jeanette Cheetham**

Thank you to all the coaches, swim coaches, running coaches and bike coaches, for another year of dedicated hard work. Setting sessions, producing schedules, turning up for sessions and crowd control. Our coaches meetings are very well attended and proves that our coaches have yours and



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the clubs welfare at heart and are always looking to improve how things are done. It gives us the opportunity to plan and look for new ideas.

Thank you to all our new coaches. I will not mention you by name as I may forget someone.

We continue to have 8 coached running groups and also a dedicated swim coaching team and a biking team. I have seen from Facebook, over the year, that many have challenged themselves to their first open water swim and a lot are taking the opportunity to work on their technique.

A lot of the coaches attended an excellent first aid course towards the end of last year. After this, we are trying to secure "waist pouches" in which we can carry a mobile phone and some basic life support equipment.

Many of our coaches attended a Leadership in running fitness refresher course this year and found it very beneficial and interesting. I hope this is reflected in the type of sessions they are now setting.

All groups have had a chance to work with Colin Papworth, looking at technique and drills. I know that the feedback from my own group is that it was very useful.

Both the coached2run and the couch2tri were extremely successful both for absolute beginners and those new to tri. Details of what will happen this year will be on the website soon.

Thanks to our fantastic internet person (yes, that is a technical term), Neil Loader, we now have our online calendars back within which to advertise our sessions. I hope the members find these useful.

As always, please remember that constructive feedback from our group members is always welcome and, if you have been in the club for more than two years, please consider whether you have what it takes to become a coach.

### **RACE MANAGEMENT SECRETERY REPORT- Steve Crane**

The Club Officer position of Race Management Secretary remained vacant throughout 2018.

In the calendar year of 2018 the Club organised and promoted 3 races.

18<sup>th</sup> March was the date of the Oakley 20 that was once again full with a field of 1024.

Unfortunately, the winter weather meant that the race had to be cancelled for the safety of all concerned.



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The annual running of the DA5K took place on 25<sup>th</sup> July with a creditable entry of 330.

The 15<sup>th</sup> running of the Bedford Harriers Half took place on 2<sup>nd</sup> December with an entry of 965, the lowest level of entries ever recorded for this race at its current location in Wootton. The number of entrants peaked in 2009 at 2258 and saw a dramatic decline in 2013 to 1620 that coincided with the first MK Winter half.

Entries for 2014, 15, 16 & 17 hovered around the 1200-1300 mark until Dec 2018 when there was another dramatic fall to 965 as previously mentioned.

I reported this time last year that following on from Race Management meetings held in the first three months of 2018 two separate race Management teams were formed to deliver the Half in Dec 2018 & the Oakley 20 in 2019 (last Sunday)

This model seemed to work and appears to be worth pursuing.

I regret to report that the Strategic Review Team tasked to review the Club's races failed to materialise.

On a more positive note the Club's three races were once again the nominated Bedfordshire County Championship events.

That concludes the report of the Race Management Secretary.

Question 1 – has there been a review why numbers have dropped dramatically,

Answer – yes but difficult to come to a conclusion with an increased commercial competition, we are not alone other clubs are also suffering. Idea would be to encourage members to review which races they enter ie commercial or club run. Club finances rely on surplus generated from races.

Question2 - Has there been a consideration to run a trial race as it seems to be popular presently.

Answer – Need a volunteer to take lead on which on this particularity as potentially Wootton has run its course. It is difficult to replace a race, ie to move venue or do something differently.

Support can be given for someone to take the lead on organising a trail race with a smaller field.

Question 3 – What point does Wootton break even?

Answer – need approximately 700 entries and as a comparison there was a dip in entries in 2013 and again in 2018.

2004 – 1373 entries

2005 – 1800 entries

2006 – 1798 entries



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2007 – 1983 entries  
2008 – 2025 entries  
2009 – 2258 entries  
2010 – 2215 entries  
2011 – 2064 entries  
2012 – 1992 entries  
2013 – 1620 entries (dramatic drop NB first MK half)  
2014 – 1274 entries  
2015 – 1365 entries  
2016 – 1274 entries  
2017 – 1223 entries  
2018 – 965 entries (MK half week later)

### **TRI-SUB COMMITTEE REPORT – Gill Fullen**

2018 was a highly successful season for multisport within the club with members competing in a wider variety of multisport than ever before; triathlon, duathlon. Aquathlon, aqua bike, all represented

There were championship races at sprint, Olympic, half iron distances as well as duathlon. The half iron at Holkham was hugely successful, with over 50 Harriers either taking part or supporting and taking over the on-site camping. Our men's team won 1<sup>st</sup> relay team overall and our ladies relay team were first female team to finish. We also had individuals on the podium we hope to repeat this success at Hever Castle in 2019 where there is a choice of race distances.

The sprint champs at Box End Park was also very well attended and was also used as the newcomer's championship race as the culmination of the couch 2 sprint tri programme. Harriers won the club trophy at the race. Thanks go to Melly Burrell and Jason Lee for organising and coaching this programme. In 2019 we intend to push participants further on the couch 2 tri programme, now aiming for Olympic distance.

Success also for members on the ETU and ITU stage: we have two double world champions in Ed Castro and Gill Fullen. Both pairs of gold medals were won within a single week of competition for this high achieving pair. Ed won at sprint and Olympic distance triathlon, with Gill first in classic duathlon and long-distance triathlon. There was a super number of Harriers representing GB in 2018, many competing in seriously difficult conditions in Ibiza in October, where Billy Fadden claimed his first ETU medal.

We now have more tri coaches than ever before within Harriers with more booked in for coaching courses in 2019. This will make offering more training in multisport feasible for the club in the future.

Coached swimming is offered twice a week at present; the popular Saturday morning sessions have been supplemented by a session for weaker swimmers on a Tuesday morning. Simon Fisher



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continues to lead swimming sessions; however, two other stalwarts of swim coaching have recently stepped down from their regular coaching to doubtless take on other challenges on Saturday mornings. Huge thanks go to Steve Daniels and Sean McGilligan for all the help and support they have given to so many swimmers over the years.

Saturday morning bike rides continue, being led by a rota of volunteer ride leaders. Generally, these are faster rides, however whenever a medium or slower ride leader is available these rides are posted on the multisport Facebook site and in future will also appear in the Team Up training calendar.

The now-not-so-new triathlon running group has been well attended and appreciated by multisport members of the club working to a different calendar to that of the traditional running groups. This group has managed to continue putting on sessions every Wednesday despite all 3 lead coaches being injured at various times in the season. Thanks to Kevin Willett, Tony Parello and Sal Johnson for their continued commitment to this group.

External coaches have also visited the club to educate both coaches and members. We have been lucky enough to be able to learn from top tri coaches Perry Agass, Jon Cowell and Simon Ward all in the last few months.

The most exciting news for 2019 is that Bedford Harriers will be hosting an Olympic distance triathlon on August 11<sup>th</sup> on the Embankment in Bedford. This is a new race for the club and we sincerely hope that all our members will get behind this new venture in terms of marshalling, competing and marketing the event, which we hope will become a regular fixture in the race calendar. Please spread the word and share posts all social media about the Bedford Triathlon far and wide and help us make this a successful race for the club.

### **ELECTION OF OFFICERS AND COMMITTEE**

All nominees were read out to the meeting with the proposer of all nominees from Bev Tredget and seconder from Angie Finch. There was a unanimous agreement from all present at the meeting, therefore the following were elected to committee 2019 / 2020.

<b>POSITION</b>	<b>NOMINEE</b>	<b>PROPOSER</b>	<b>SECONDED BY</b>
<b>CHAIRMAN</b>	Steve Crane	Angie Finch	Bill Tallentire
<b>VICE CHAIRMAN</b>	Chris Capps	Peter Pack	Ian Sturdgess
<b>SECRETARY</b>	Jenny King	Jeanette Cheetham	Steve Crane
<b>TREASURER</b>	Richard Watson	Lawrence Folley	Lesley Barnes
<b>MEMBERSHIP SECRETARY</b>	Jacinta Horne	Val Bird	Michelle Fadden



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<b>RACE MANAGEMENT</b>	Vacant		
<b>TEAM MANAGEMENT</b>	Peter Pack	Michelle Fadden	Val Bird
<b>SOCIAL SECRETARY</b>	Val Bird	Jacinta Horne	Peter Pack
<b>MEMBER</b>	Lorena Henderson	Peter Pack	Jenny King
<b>MEMBER</b>	Gill Fullen	Ian Kingston	Judy Prior
<b>MEMBER</b>	Ian Sturgess	Bill Tallentire	Peter Pack
<b>MEMBER</b>	Vicky Shaw	Jenny King	Bill Abram
<b>MEMBER</b>	Richard Woodward	Steve Crane	Jacinta Horne
<b>MEMBER</b>	Niki Jones	Richard Woodward	Ian Sturdgess

### **ANNUAL SUBSCRIPTION**

It was proposed to the meeting to keep the annual subscription at £30 (£15 for concessions).

Proposed by Chris Fadden and seconded by Steve Gaunt with a unanimous vote.

### **VOLUNTEERS DRAW**

The annual volunteers draw was held at this point of the meeting. Winners of the Volunteers' cash draw

George Baxter - £100

Sally Johnston - £100

Neil Lovesey - £100

Rob Upton - £75

Jo Smyth - £75

Peter Pack - £75

Sonia Gallagher - £50

Richard Lawson - £50

Carla Arnold - £50

Anna Folland - £25

Tony Barnes - £25

Richard Gallivan - £25



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Steve Crane, Chris Capps, Simon King and Alan Rickhas, Judy Prior, Katie Fletcher, Alex Rothwell, Angela Gallivan, Carole Darnell, Juliet Smith, Kirsty Jones, Rachel Cameron, Val Bird, Melly Burrell, Maria McBeth, Sammie Marlton all won a Harriers Bag.

### **AOB**

It is now time to recognise and show our appreciation for one of our members who has contributed generously for many years in many different ways but has decided that the time has come not to seek re-election to Committee.

This member was elected onto the Committee in March 2006 and has been an ever present since that date, accepting the mantle of Club Secretary through the majority of that time and also the role of Vice Chair through a significant portion of her time in office.

Not only that, this member has been a stalwart volunteer in the catering corps at our races and has also organised the very important runners and volunteers' coaches for the London Marathon.

Ladies & Gentlemen, fellow runners, please show your appreciation for Zoe Willett.

Meeting closed at 22.10 hours.