**29th July 2020 - Minutes**

**In attendance:**

Alison Holt, Lucy Wasinski, Mandy Beames, Pete Wallroth, Jeroen Peters, Steve Page, Paul Skuse,

**Apologies:**

Steve Knight, John Stephenson

**Chair** - In the absence of John Stephenson, Pete Wallroth offered to chair the meeting.

1. **Current EA guidance summary & requirements, COVID secure environment - to include risk assessment and COVID action plan**

<https://d192th1lqal2xm.cloudfront.net/2020/07/Covid-Flow-Chart.pdf>

Sessions need to be held in Covid Secure Environment; JP suggested Simmondley trail - committee all agreed this would be most straightforward for several reasons:

* Parking - dont need to touch anything
* No gates
* Easier for social distancing especially where it is more open after the bridge by number 10 marker. EA guidance allows for a ratio of one coach to 12 runners where everything is in place for Covid secure environment - Jeroen happy to start with groups of up to 12.

Booking:

* Discussed options for booking and how feasible it is with first come first served or rotational.
* Needs to be a record of who attends - need to agree suitable way of doing this
* Need equal opportunity for people to book their place
* AH suggested could use EventBrite; keeps it more straightforward for booking and can release places staggered so that people don’t miss out if on shift etc when booking opens. Also have a record of who has registered to attend etc. Will do a test with this - **ACTION: LW can send JP a draft Eventbrite page** with it all set up, really straightforward to tailor to your own needs

**Changes to Coached sessions and Thursday club runs**

Social runs(including Thurs PM):

keep in line with guidance of up to 6. If you want more numbers, it has to be covid secure environment - it is less straightforward to do this for all run routes.

Coached session:

* Case for wellbeing of all members to try and resume some social runs and coached sessions.
* JP prepared to double up and do same session on two different days. Will be useful to assess the interest on 2 different days and replicate identical session. Can assess demand which will be useful for the longer term.
* Coaching up to 12 gives some cohesion and variety of abilities. If mixed ability groups it’s easier to adhere to social distancing. In short term can start with groups of 6, and then medium to long term - get everything in place to get up to 12
* Suggested that could have a sign at both ends of running track to notify people that a session is taking place so people are aware. **ACTION**: MB to prepare sign.

Discussed other runs that were offered/guided by other club members - agreed need to be clear what is a club session and what are sessions carried out by individual club member who invites up to 5 others in accordance with government guidance.

Thursday runs - All agreed the draft LW had drawn up prior to the meeting - this will be posted on FB and go on the website

1. **COVID officer:**

In accordance with EA guidance, clubs need a COVID officer, this ideally is someone who has some health and safety experience. All agreed that this should be someone who is not part of the committee so they can fairly review risk assessment etc.

Agree to put this invitation for a COVID officer out to the club with a quick turnaround to invite people with the skills to do this, with a deadline of Sunday 2nd August. Short turnaround needed in order to move forward with resuming sessions with the club during COVID19. Will share the clear guidance from EA.

**ACTION: PW will draft this and send to committee via GDH Committee page for review before posting.**

Once COVID officer is in place, they will work with JP to draw up risk assessment and action plan. Once all agreed, then can start process of holding coached sessions again.

**AOB**

* Xmas do - been offered facility at Glossop North End for £50 and can bring own food