Herts Phoenix
Athletic Club

Herts Phoenix Committee Meeting

Date: **15 April 2026**

Venue: **Meeting Room, Gosling Sports Centre**

Present: Dave Firman (DF), Jennie Cox (JC), Stuart Broadhead (SB), Sarah Gaynor (SG), Natalie Jewell (NJ), Catherine Heaney (CH), Eugene Van Zyl (EvZ), Phil Rizzo (PR)

Invitees: Richard Bloom (RB), Philip Olivier (PO)

Apologies: Adrian Newman (AN), Jeff Studholme (JS)

1. **Introductions**
Philip Olivier and Richard Bloom joined the meeting to discuss requirements for facilities. Richard presented a proposal to address the requirements.

2. **Previous Minutes – 25 February 2026**
Approved as issued. No amendments.
The meeting agreed to upload the minutes since the start of CH's tenure as Club Secretary. There is no added value to uploading any historic minutes.

> **Action:** CH to provide all approved minutes to SB to arrange for them to be uploaded to the website. SB to liaise with Fuat on this.

3. **Matters Arising**
Matters arising were discussed during the main body of the meeting.

4. **Facilities Requirements – Proposal for works going forward**
Richard Bloom attended the meeting and discussed his proposal for club requirements going forward.

> **Action:** RB to provide electronic copy of document to CH for circulation to the committee.

Philip Olivier attended the meeting to discuss the needs for the high jump/long jump athletes – this was a subset of Richard's discussion document.

A summary of items raised as follows:
- Crash mats required for the pole vault
- Pole vault stands need to be cleaned and serviced
- Ideally new pole vault stands are required
- New high jump bed and cover are required
- Need a full set of hurdles and a trolley to move them around

- Track quality is questionable – may be nearing the end of life and need replacing

RB requested that the committee read the report, identify the priorities with input from coaches, and then decide how to fund the work.

DF then discussed that KF had requested, on behalf of EA, what facilities the club would like going forward. This is a good opportunity to identify requirements and forward to KF.

Action: CH to circulate Facilities requirements capture document to committee and coaches for input. Then collate responses and present to AGM.

PO reported that high level high jump/long jump athletes do not want to train at Gosling because of the conditions. He is, therefore, having to find other locations for training.

The meeting agreed that the High Jump at Gosling would be the priority for investment, followed by the Long Jump. Facilities at Wodson were deemed to be acceptable for now.

Action: PR to talk to Athletics Direct about High Jump provision
Action: RB to investigate requirements for Long Jump
Both to be reviewed with PO

5. Club Structure

DF confirmed that the box of club documents has now been passed to CH to review over time. Box mainly contains old minutes but also the current club constitution (2022), and some documents about the club structure and roles and responsibilities.

CH confirmed that Kirsty Fardell will attend the August committee meeting at Wodson. We need to have our club structure, club standards and club policies in place by then. This will allow us to address any concerns or issues with KF and allow her to provide some feedback.

Meeting with Clare Wake to be arranged following on from the meeting with KF. Purpose of this meeting is to ensure that club standards align with requirements and are reviewed regularly.

Action: SG to arrange with CW once KF meeting has taken place Carried Forward

Action: SB to arrange to remove Siana Hetherington from Club Website Carried Forward

6. **Coaches & Team Managers**

The meeting commented that there is a need for a coaching co-ordinator. Changes in coaching is being done on an adhoc/as needed basis at the moment. It would be useful if we could have a volunteer to oversee the coaches and manage continuity.

DF confirmed that Scott Gunning and Sean Curran will manage the NAL Men's team for this season.

Sue Armorgie/Emma Lloyd are managing the Women's team this year but not next. It will be important to get as much information from them as possible before they leave.

Action: JC to organise this information gathering

JC said that she may be able to assist with team management next year.

7. Membership

AN was unable to attend the meeting but provided the following update via email –

"As usual at the start of a new financial year I am being kept very busy dealing with Membership renewals and registration with England Athletics.

Basic figures are:-
275 members have renewed and been registered with EA
6 recent joiners now how completed their membership and have been registered with EA
There have been 32 official resignations and their details have been removed from the database.
There are currently 123 expired members on the database, despite already having received 4 reminders, the next reminder will be sent just before the end of the month - I would guess that around 50 of these are currently training fairly regularly each month.
Those who have not renewed by the end of June will be removed from the database."

During the meeting we discussed how to ensure that all coaches had knowledge of any pre-existing conditions and/or illnesses when new members come to taster sessions and/or join the club. This will be raised as an agenda item at the next meeting.

Action: CH to include as an agenda item at next meeting

8. Club Finances

AN was unable to attend the meeting but provided the following update via email –

"I am currently working on the end of year accounts ready for the AGM and will shortly be taking them to the Club's auditor.
The accounts show a small surplus, but receipts of March training fees will have to be added to the balance."

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9. Competition Update and Forthcoming Events

The meeting was time-restricted as we had a 2 hour booking at Gosling. SB was unable to present his usual results digest to the meeting. It was, however, circulated prior to the meeting.

All officials have been confirmed for the club meeting on the 19th April. The event will start at 11am; helpers need to arrive by 10am.
It will not be possible to publish results on Power of 10 as the minimum requirements for competition will not be met – numbers of officials etc.

The club awards evening will take place on 25th April. The awards have all now been agreed. NJ attended the meeting to discuss the candidates alongside DF, AN, SB and Richard Bloom.
It will take the same format as usual. SG needs a 'bingo caller' for the evening.

10. Club Communications

It is important that we continually review the website to ensure that the information is relevant and up to date.

11. AGM Agenda

The date for the AGM was moved to Wednesday, 24th June 2026 (7-9pm), as The White Horse at Hertingfordbury does not open on a Monday.

Action: CH to issue invite and agenda for AGM to all committee members prior to the next meeting. Once approved it will be issued to all club members.

12. AOB

Natalie Jewell will attend the Herts County AAA Centenary dinner.

13. Date of Next Meeting

20th May 2026
Venue: Commentary Box - Wodson