



Colchester Harriers Athletics Club

CHAC Committee Meeting - Wednesday 04 March 2026

Present: Phil Wood (PW), Matt Davey (MD), Paul Dellar (PD), James Plant (JP)

Apologies: Karen Clark (KC), Paul Mingay (PM), Janine Simpson (JS)

Minutes: Matt Davey (MD)

Meeting Commenced: 7pm

1.	Welcome & Apologies 1.1 Apologies received before the meeting from KC, PM, JS
2.	Minutes of Previous Meeting 2.1 The minutes of meeting held on 21 January 2026 were agreed.
3.	Matters Arising 3.1 Winter storage Now on main agenda. 3.2 Defib PW not sure if DS has spoken to RMPA. PW to check. PW has asked Rick T for portable defib – he will bring to track. 3.3 System access Done. 3.4 Photos Done. 3.5 Trial collaboration with EB Now on main agenda. 3.6 Align WC and EA and set up separate distribution list for members Done. 3.7 Ensure the club president role is included in the election at the 2026 AGM Carried forward. 3.8 Update access to WebCollect Done.

Committee members

1

Chairman – Phil Wood; **Treasurer** – Paul Mingay; **Secretary** – Matt Davey **Endurance Lead** – Paul Dellar; **Track & Field Lead** – Dave Smith; **Welfare Officers** – Karen Clark and Janine Simpson; **Membership Secretary** – Phil Wood; **Webmaster** – James Plant



Colchester Harriers Athletics Club

	3.9 MD organise a meeting with RMPA Now on main agenda. Action points: None
	Minutes from sub-Committees Endurance - PD PD summarised the minutes from the sub-committee. Track and Field - DS There were no T&F minutes. Action points: None
4.	Awards evening debrief 4.1 PD gave feedback – attendees generally gave good feedback. 4.2 It was noted that a lot of the T&F attendees left before endurance awards. 4.3 There was a general consensus that the club need to look at the number of awards – it increased significantly on the prior year. 4.4 There was discussion on speeding up the presentations and keeping to time. 4.5 It was suggested having nominated athletes for endurance to encourage better attendance from winners 4.6 The overall cost was circa £5k, it was suggested to discuss value for money Action points: Further discussion of value for money of awards evening
5.	Essex Blades update 5.1 PW explained that the trial collaboration with EB has started 5.2 6 athletes invited – 4 joined. 5.3 Possibly a couple more will also join. 5.4 They have agreed to compete in SAL Action points: None
6.	Policy review 6.1 PW noted some policies not updated for 4 years or more. 6.2 Discipline & Appeals policy – MD to review. 6.3 Inclusion policy was approved 6.4 Code of Conduct – It was agreed to move the track policy to a separate document. MD to review CoC.

Committee members



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6.5 Track policy – PD to update to formalise current situation covering both Juniors and Seniors.

Action points:

MD to review D&A & COC

PD to update Track policy

7. Winter storage

7.1 First issue is field equip – eg cage – with RMPA – MD to reach out.

7.2 Storage – it was taken away – Army issue – MD to find Garrison Commander’s name

7.3 Track – Army have civilian use limits – need to sign a licence. Army perhaps preferring schools.

7.4 Discussed approaching local MP – agreed to try to progress it directly with the Army first.

7.5 It was also noted that the track is very green at the end furthest from Circular Rd N.

Action points:

MD to reach out to RMPA -

- **Winter storage of field equip, eg cage**
- **Name of garrison commander**
- **Green track**
- **Defib**

8. Plan for the year

8.1 PW away for next meeting.

8.2 Subsequent meeting The Vision will be discussed.

Action points:

Carry this forward to next meeting

9. AOB

Committee Meetings

Meeting on 15 April is booked at NG. MD to book meetings after that.

Renewals

The renewal emails have been sent out today.

PW had some questions on uni membership.

Monthly membership will continue. Only 1 person completed the full year.

Rob Earl

Committee members



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Hammer coach – honorary life member – has resigned.

Action points:

MD

Actions

December 2025 meeting	
PW to send out medical condition info	Done
MD & PM to agree how best to provide financial and bank information to the Independent Reviewer	Open
PW & DS to make case to Army re: storage and take forward	Open
PM to remove leavers from bank mandate	Open
PW to own the action and carry forward to next year when planning for the next AGM commences	Open
PW & DS to ensure the army is reminded to fix the defib	Open
PW to speak to Rick about defib storage	Open
PW & MD to add plan to future agendas	Done
KC to arrange photo board	Open
KC to provide PW with wording for communicating contact details for the welfare officers	Open
JP to refresh awards evening invite for PW to send out	Done
PW & KC to communicate photo policy	Done
January 2026 meeting	
Trial collaboration with EB – DS / PW	Done
PW to align WC and EA and set up separate distribution list for members	Done
Ensure the club president role is included in the election at the 2026 AGM	Open
Update access to WebCollect	Done
MD organise a meeting with RMPA	Open
March 2026 meeting	

Committee members



Colchester Harriers Athletics Club

PW to check with DS if track defib issue has been reported to RMPA	Open
Discussion of value for money of awards evening	Open
MD to review D&A & COC	Open
PD to update Track policy	Open
MD to reach out to RMPA	Open
MD to book future meetings at NG	Open

Meeting closed at 20:00

Next Committee Meeting – 15 April 2026

Committee members

5

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