



Holland Sports Athletics Club

Annual General Meeting
Tuesday 24th February 8.00pm

Action	Person	Duration	Time
Introduction + Address from Chairman	Lloyd Archer	2 mins	8.00pm
Approval of minutes from the last meeting	Liane Henson	2 mins	Any actions outstanding
Matters Arising	Liane Henson	3 mins	8.04pm
Chairman's Report	Lloyd Archer	3 mins	
Voting of officers	Liane Henson	3 mins	8.10pm
Senior Women Round-Up + Being part of HSAC	Kirsty Kavanagh Lucy Berrymen	3 mins 2 mins	8.13pm
Senior Men Round-up + Being part of HSAC	Neil Danby Aziouz Lammalli	3 mins 2 mins	8.18pm
Junior Middle Distance Round-up + Being part of HSAC	Jeff Manson Lucas Abhrams	3 mins 2 mins	8.23pm
Junior Sprints / throws / Jumps Round-Up	Will McGinness / Matt McGill	3 mins	8.28pm
Feedback about HSAC	Chris Blackburn	4 mins	8.32pm Use big screens if possible
What's working well + next steps @ HSAC	Rob Jupp	15 mins	8.36pm Collate ideas in groups
Association Up-date	Paul Kavanagh	3 mins	8.51pm
Safeguarding +	Chris Blackburn	2 mins	8.54pm

Welfare			
Kit up-dates	Paddy Wightman	3 mins	8.56pm
Treasurer's Report	Rob Golby	3 mins	8.59pm
Track Up-date	Lyndon Marfell	3 mins	9.02pm
Purchases made	Rob Jupp	3 mins	9.05pm
AOB	Lloyd Archer	3 mins	9.08pm
Final Remarks	Lloyd Archer	2 min	9.10pm

Respondents

- 80 responses: most surveys completed by adults.
- 62 completed by members of the senior endurance squad (18 from children under 18 + parents + coaches).
- 96% of the 69 athletes stated that their main focus was middle / long distance running.

Headline figures

- 95% of respondents feel the club is either very well-run or well-run.
- 100% stated the club is welcoming and inclusive.
- 95% feel that decisions that the club makes are made in the best interests of athletes.
- 95.1% felt that the club communicates openly with members. 2.5% disagreed.

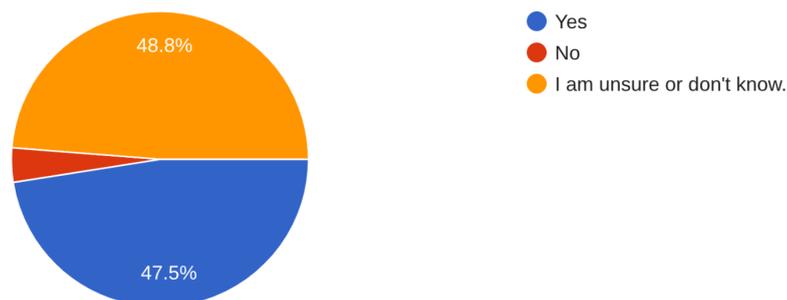
Safeguarding + Welfare

- 96.3% of people feel that the club environment is safe. The remainder stated that they were not sure.
- 96.3% of people felt the club celebrated successes at all levels. 1 person did not. *The Parkrun WhatsApp group and the news reporting on Parkruns were instituted as a result of the conversation with this member.*
63.7% of members know who the Club Welfare Contact is. Another 30% of people said that they could find out if they needed to.

Consulting Members

All members are consulted and included in decision making.

80 responses



The questionnaire was a chance for members to share their views. The AGM is another chance to hear the views of members.

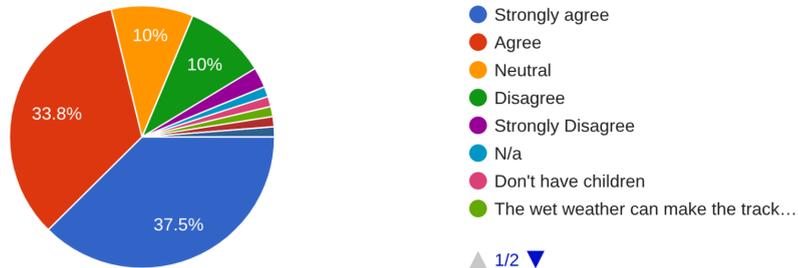
- 10% of people felt that the training was focused on the top athletes. *Discussed with Neil and the senior's Coaching Group. How do we ensure that the focus is on all athletes, especially when sessions are busy (e.g. 50 athletes on the track on a Tuesday or 35+ on a Wednesday)? Discussed having multiple people with stopwatches so that the lead coach on the night has the chance to talk to individual*

athletes. This issue is brought about by the continued success and growth of the senior endurance squad.

- 97.5% of people felt that coaches were focused on the needs of athletes. The remainder (2 people) were neutral.
- 66.3% of seniors felt that there were enough coaches.
Neil has instigated a Speed and Endurance Coaching Group to continue to support the growth of new coaches, helping to share his expertise.
- 15% (12 people) of respondents stated that there were not enough junior coaches to satisfy the coaching needs of juniors. 11% (11 people) said that there were enough junior coaches.
This is something that the club has identified as a focus. Angela, Jeff and Matt have recently started to complete their Level 2 coaching qualifications. Kirsty, Gemma and Lyndon have started or will start their Funetics Coaching Course.

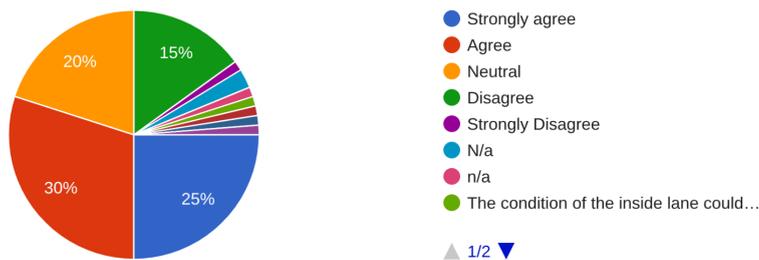
Club Infra-structure

The track itself is appropriate for the needs of my child's athletic event training / my athletic training
80 responses



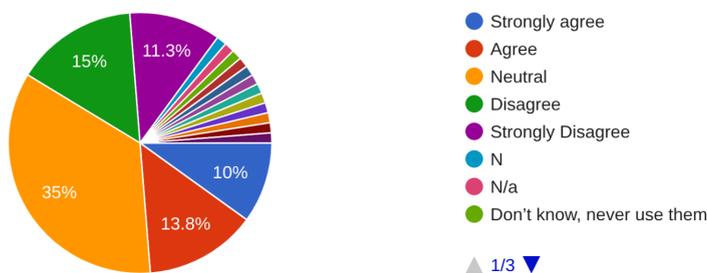
- 71.3% of people stated that the track was appropriate for their needs. A further 10% were neutral. 13.7% of people felt that track did not meet their training needs.

Where relevant, the equipment that my child's event trains with / I train with, is of a good standard and in a good state of repair.
80 responses



- 55% of people felt that the equipment they trained with was of a good standard. A further 20% were neutral. 19.6% of people felt that the equipment needed improving.

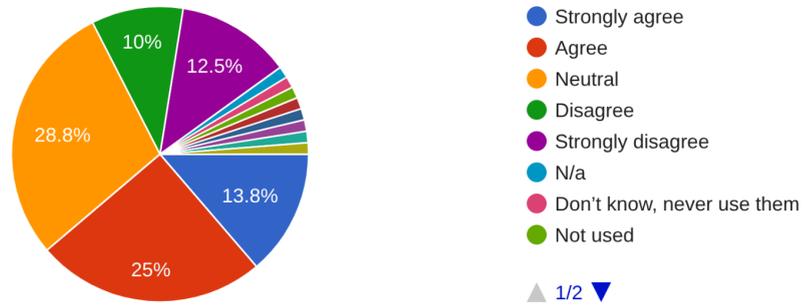
The changing facilities at HSAC are appropriate for my child's needs / my needs, both before and after training.
80 responses



- The graph around changing facilities was far more nuanced. 23.8% of people felt the changing facilities were appropriate for their needs.
Something to publicise with the seniors that we can use the changing facilities and have keys. Do we want to spend money + time + energy up-dating them?

The toilet facilities are appropriate for my child's needs / my needs, when I am attending a training session at the Mill Lane track.

80 responses



- It was a similar picture for toilet facilities. 38.8% of people felt the toilet facilities were appropriate for their needs.
A focus for the club? It's not very glamorous but there are currently no facilities for any female who is on their period.

Thank yous

The Athletics Club is grateful for the time, energy and expertise of both Nina Morrison and Yee Masson for carrying out the role of Welfare and Safeguarding Officer at Holland Sports over the last two years, including Yee with a comprehensive hand-over to Chris Blackburn.

English Athletics Club Standards

We are compliant with English Athletics and their club standards. The committee have made sure that all the relevant policies are in place and visible on the website.

English Athletics Club Support Contact

Rob Jupp and Chris Blackburn have had a meeting with Ffion Edgerley (EA Club Support Officer). We had a very productive meeting with her and gained a number of contacts from her about good people with expertise at other clubs.

Supervision Ratios: Safeguarding

Despite recent changes in coaching personnel, we have maintained the required supervision ratios for juniors. The club is grateful to Matt McGill, Will McGinness, Jeff Manson, Angela Howell and James Williams for their time and commitment to athletics during the week.

Coaching Qualifications

Matt McGill, Jeff Manson and Angela Howell will shortly complete their Level 2 Athletics Coaching License which is a real boost to the coaching capacity at Holland Sports Athletics Club and make the organisation as a whole more resilient. This will bring the number of people that are insured to coach unsupported at the track to seven. Going forward, the club needs to continue to support local people who enjoy athletics and want to give something back to the community, to train to become coaches: this is particularly key if the club wants to promote athletics - rather than simply running.

Neil Danby (Level 3)

James Vancliff (Level 3)

Chris Blackburn (Level 2)

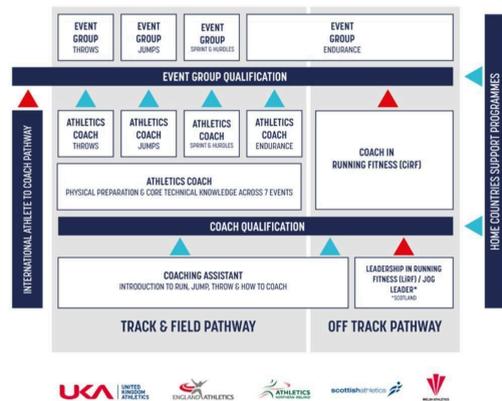
Heidi Quine (Level 2)

Matt McGill (Level 2)

Jeff Manson (Level 2)

Angela Howell (Level 2)

The Coaching Pathway



Registering people at the track - focus Juniors

We have an issue currently with registering juniors at evening sessions and recording that they have attended. This is tied more closely to communication with parents about their children, our events and what we are hoping to achieve. As a club, we are hoping to address this with the implementation of Spond, that will act as one platform for all communication with parents.

Break for holidays

Going forward, there will be no club sessions during state school, term-time holidays.

Ensuring Coaches are able to work in the Children's Workforce and with Vulnerable Adults

The Athletics Club is grateful that Liane continues to act as a point of call to make sure that all adults that work with Under 18s and vulnerable adults, are Police (DBS) checked. All coaches and volunteers have put their own time in to complete Safeguarding courses, something that helps to keep all those that are vulnerable safe at our Athletics Club.

Photographic Consent

Currently, we have no database that lets us know who has consent for photographs and who does not. We have been asking parents/carers individually if we can use photographs of their children on the website and on our Instagram page. The photographic policy - and the introduction of Spond - should help negate this problem.

Actions going forward:

To roll out Spond as a communication and registration tool for the Under 18s at Holland Sports.

To promote take-up of keen volunteers to coach young athletes at Holland Sports, offering training and support in order to do so.

Date	Amount	Purchase	Notes
15/04/25	£1,980.00	England Athletics	Affiliation to England Athletics
03/07/25	£936.12	Kukri Sports	Vest for new joiners.
05/08/25	£750.00	Footprint	Website Design fees + set-up costs
18/08/25	£1,002.80	Holland Sports and Social Association	Payment made via HS&SA to Sports Systems Chip Timing for Holland Relays. No VAT paid.
01/09/25	£620.00	Kings Meadow	Hire of Track facilities for YDL. Money re-imbursed by the league.
25/09/25	£2,435.00	Holland Sports Association	HS&SA Subscriptions for use of track and facilities.
17/10/25	£666.00	Emats	First Aid cover for 2 Surrey League cross-country events.
31/10/25	£540.00	Footprint	Web hosting fees for website + club e-mail hosting.
31/10/25	£307.00	Bench & Light	Blue bench on track and repair of portable track light used by seniors.
10/11/25	£956.00	Proviz Ltd	Purchase of high-viz tops. All money re-claimed from individuals who purchased.
13/01/26	£2,547.50	Holland Sports Association - Shelter	Money re-imbursed to HSAC by HS&SA.
13/01/26	£736.95	Eveque Sportshall Athletics Kit	Used on 23/01/26 and to be used again 13/03/26. HSAC to enter County Sportshall Champs in Autumn 2026. Purchased thru. HS&SA to avoid VAT.
28/01/26	£540.00	Youth Development League Athletics Affiliation	Affiliation fees to boys and girls Under 18s T&F competitions.

Proposed Future Spending			
	ca £4000	New High Jump Mat	Old mat is 'end-of-life'. It is missing a top-cover to join the mats together. It should not be used.
	ca £500	Funetics Equipment + activity cards	Initial purchase of equipment to allow Kirsty Kavanagh + Gemma Hall + Lyndon Marfell to get Under 10 Athletics sessions up and running.
	Ca £2700	Track maintenance	Initial funding to improve drainage around track and refurbish the inside lane. £750 donation from Titisey and District Rotary Association to be used to purchase track-grooming equipment.

2026
AGM



HOLLAND SPORTS ATHLETICS CLUB – Track Repair

PREPARED FOR 2026 AGM BY:
LYNDON MARFELL

HOLLAND SPORTS ATHLETICS CLUB | www.hollandsportsac.org.uk

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Introduction

Holland Sports Athletics Club following the wishes of its members have been researching potential options and budgets for the repair and refurbishment of the clubs Mill Lane athletics track for the benefit of its members and the general community who regularly use the amenity.

The track, due to it's high-use and a lack of up-keep over a number of years is showing significant signs of distress and can, on occasions, can be dangerous.

Pooling of water in wet weather and occasional pot holes close to the inner grassed football field are becoming a more regular occurrence.

Whilst in good quality the cinders have been mostly pushed toward the outer boarder of the track, where weeds and grass have taken hold effecting drainage.

The layered clay subbases whilst on inspection are also in good quality are compacted in areas and not draining as effectively as they could be.

The club has sought advice from other athletics clubs and sports associations in the country who up-keep similar facilities as to decide a best plan of action.

EXAMPLES & RESEARCH

Members of the committee reached out to the owners of another well known cinder track in the UK, the Altrincham & District Athletics Club in Manchester, where notable professional middle distance squads train, particularly in the winter months.

A&DAC have undergone a significant restoration and redevelopment of their track surface and facility over the last few seasons and were very friendly in offering advice including sharing their research and reports to HSAC.

A&DAC's main piece of advice to the committee was to look within the club for skills and resources to complete the works internally as we will likely be surprised what we have at their disposal.



Image.1-A&DAC track.

Following A&DAC advice committee members sought out members of the club who they thought may be able to assist in the research and works proposal – a member of the club who's employer maintains similar surfaces for baseball diamonds across Tunbridge and Sevenoaks kindly liaised a site inspection. The company is DTE Trees.

DTE Trees Principal is involved in local baseball leagues across the region and assists with the maintenance and up-keep of these cinder surfaces, he kindly made himself available to inspect the Mill Lane track surface and following this assisted further by developing a proposal for its rectification and redevelopment.

REDEVELOPMENT PROPOSAL

The rectification and maintenance plan proposed by DTET centres around the quality and quantity of the existing materials on the track and banks around it's edges.

Their inspection identified that the materials were in sufficient quantities and that no further materials will likely need to be imported. This will save HSAC significant cost.

Proposed Action Plan:

1. Spray weeds and grass to the outer edges of the track
2. Allow 5 dry days for weeds and grass to die of
3. Rake off the weeds and grass
4. Levelling – via nail drag (DTET will purchase or build a nail drag for us to keep and use)
5. Vort Geo-Injector compressed air decompaction via a 30mm prob to 1000mm depth and no more than 1000mm centres around the track.
 - a. Granular calcined hard clay will be injected to the prob locations to improve drainage, balancing moisture levels preventing rapid drying and water logging.
6. Weighted drag net – will then drag-off the cinders achieving a flat level surface.

Duration:

Following weed die off - the works will only take one day to complete meaning that they can potentially be coordinated around club sessions with a low impact on the club.

Club football field drainage works coordination:

The works are unaffected by the drainage works and any impact by the drainage works on the track can be repaired quickly by the use of the nail drag and the weighted drag net.

On-going maintenance:

The clubs mini tractor is to be used in future by club members to 'drag-off' the surface at regular intervals to keep the surface flat and level.

Weed spraying will need to be up-kept also over the seasons to prevent a return.

Funding:

Via the good work of the Association Chair a local Rotary club have agreed to contribute £750 towards the purchase of the 'weighted drag-net' and the 'nail-drag'

The HSAC committee has agreed to fund the remainder of the works.

Next Steps:

DTET have been instructed to complete the works during the next spell of consistent good weather (5+dry days).

CONCLUSION

The good work by the committee members and Association Chair has developed a timely and economic solution to what other clubs in the country have required £50-£100k to overcome.

Upon completion it is hoped that the works will provide a significant improvement to the training conditions for all abilities within the club continuing to allow the high-quality training sessions that we hold to grow popularity.

APPENDIX

Site Address: Mill Ln, Oxted RH8 9DF

- PROPOSED SCHEDULE OF WORKS - £1,260.00

Works to cinder track including levelling via dragging in via drag mats utilising AVANT forwarder.

These works will likely ease the issues currently inhibiting lane one from draining and should be considered as part of a regular maintenance schedule moving forward to ensure long life of cinder track.

- Spraying of the entire track and exterior edge up to fence line with concentrated Glyphosate solution - £350.00

****Please note that this is for one visit, should further visits be needed or requested this will be invoiced separately****

Again, as above this is likely to improve the surface and the surrounding areas if scheduled regularly throughout the year (2-3 times a year as a minimum depending on growth rates and weather etc)

- Vogt Geo-Injector Soil Decompaction and Drainage Service to the home straight of the track and any other high usage areas suffering with puddling - £860.00

Provision of a Geo-Injector operator team to administer compressed air soil decompaction to areas with the objective of improving drainage.

-Specification of Geo-Injection-

Centre-to-centre spacing no less than 1000mm (to ensure effective decompaction whilst minimising blow-by through adjoining probe sites).

- Borehole (probe) diameter 30mm.

- Borehole (probe) depth up to 1000mm.

At each probe site, high-pressure air will be injected at depths of up to 1 metre, immediately fracturing and loosening compacted soil layers. This creates channels through which water can infiltrate more effectively, relieving surface waterlogging and improving aeration throughout the soil profile.

To enhance drainage performance and soil resilience, we also incorporate a granular calcined hard clay

Tel. 01959 524 623
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www.downtoearthtrees.co.uk

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product. This material assists in balancing moisture within the soil profile, preventing both excessive waterlogging and rapid drying, while maximising air circulation essential for healthy grass root growth.

The total cost of the above works, including the processing and removal of all arising debris, will be

Net Amount: £2,470.00
VAT@20% £494.00

Client signature to approve specification and agree to terms and conditions:

Quote Total £2,964.00

Image.2-DTET Quotation



Image.3-weighted-nail-drag



Image.4-drag-net