



# **Honiton Running Club**

## **Welcome Pack**

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## Welcome

Welcome to Honiton Running Club, an affiliated member of England Athletics (EA), UK Athletics and Association of Running Clubs (ARC). The club is undergoing a ClubMark accreditation process and has achieved the UK Athletics “Clubs Future” award demonstrating an efficient and effective club management structure with due regard being offered to all participants within that structure.

The club is open to all and we hope you enjoy being a part of a friendly and sociable organisation. Our main aim is that you enjoy yourself, be it as a road or cross country runner, track and field athlete, official, helper, coach or social member. The Club provides opportunities for everyone to achieve their own goals. Please tell Club officials what your aims are and we will do our best to help you. We arrange and support events for competitors of all standards and encourage you to participate in them.

This pack is intended to provide all the information you will need to allow you to get the best out of your membership. It can also be used for reference during your membership and can be used in conjunction with our website, [www.honitonrc.com](http://www.honitonrc.com) which should have the most up-to-date information of all club matters.

The aims and objectives of the club are to:

- a) encourage and support members to achieve personal goals.
- b) promote the Running (and athletics where demand exists).
- c) offer coaching in running and athletics.
- d) to provide opportunities that are centred on the individual and open to all.
- e) ensure all members receive fair and equal treatment, whether competing or non competing.

The pack is split into five sections dealing with the way the club is run, membership issues, its activities, policies and finally a section that you can use for your own personal reference covering Committee contacts, competitions, website guidance, running routes and social events.

If you feel there is anything we have missed out or could be better explained please let a member of the Committee know (see list at Appendix B).

## 1. The Club

### 1.1 Introduction

Honiton Running Club was formed in 1999 by a mixed group of like minded runners who shared an interest and passion for running. It has a large active membership of both seniors and juniors totalling about 150 at present, of which about 15% are juniors. Training sessions, social runs and friendly contests are among the regular weekly schedule. Details are outlined in Section 3.2. and also updated regularly on the website.

The club has annual and seasonal “Club only” competitions aimed at all levels which include:

- The Handicap Trophy, a 5km run based on individual times over the year.
- The Points Trophy, based on personal performance at local events and races.

The club also hosts a variety of races in the Honiton area these include:

- The Honiton Hippo, a tough multi-terrain race with 7 miles of Mud, Sweat and Tears.
- The Hippo Calf, a 1.75 mile multi-terrain fun run / Junior race.
- The Ottery 10K around the lanes of Ottery St Mary.
- The Blackdown Beast and Blackdown Beauty over the Blackdown Hills.
- Various other club only organized events.
- The Club also hosts one of the Woodland Relay series where local clubs are invited to take part. This series is also appropriate for junior members.

We also aim to compete in a number of leagues and other competitions. Members are supported and encouraged to enter events as a team member. These include the above Club events and:

- Instep Devon Championship races
- The East Devon Community Race Series
- The Yeovil Town Running Club Summer 5km Series
- Woodland Relays

Junior members are also encouraged to take part in the Open Athletics meetings at Exeter Arena during the summer months, the 3k series at the Arena in the winter and the East Devon Cross Country Series.

### 1.2 Accounts

The Club's annual accounts must be approved by the AGM after assessment by the independent auditor. The Treasurer provides bi-monthly up-dates at Committee meetings. Copies of the accounts are available to members on request.

## 1.3 Club Structure

The Club is run through a main Committee comprising the Club Officers, the General Committee, and other posts that have specific responsibilities. All are appointed at the Annual General Meeting (AGM).

Committee meetings are held most months with an AGM in March.

Sub-committees are in existence which include:

- Juniors – a well established and by far the largest sub-committee. The sub-committee has its own Secretary and Lead Coach. It covers all members up to and including age 16.
- Race Organisers - these are individuals or groups of organisers who put on club runs and events. A list of Committee members can be found in Appendix B. A list of other club volunteers is not included but is available from the Club Secretary. Other volunteers are used to assist organisers of club races and other events.

## 2. Membership Issues

### 2.1 Club Constitution

This forms the basis of how the club is run, and is given in full in Appendix A.

### 2.2 Membership Fees

Fees will be agreed at the AGM each year following a recommendation of the General Committee.

### 2.3 Club Kit

The clubs colours are Black with White and Red periphery.

There are certain events where the competition requires the wearing of a club vest, particularly for track and field leagues where it is usually mandatory.

Kit can be purchased through the Club via the kit officer, see Appendix B

During winter training in the evenings you are advised and expected to wear reflective clothing, unless at the track. For the juniors this is compulsory, but items are available to borrow, otherwise you will not be allowed to participate.

## 2.4 Benefits

Membership of Honiton Running Club gives you a number of benefits as well as those mentioned in the Welcome. Being affiliated to UK Athletics (optional when joining) means you :

- a) are insured when competing for the Club
- b) get discounted entries for competitions
- c) can take advantage of specialist training facilities and events
- d) gain access to competitions and events open only to affiliated Club Members
- e) can develop new skills and potential
- f) can be entered into the Honiton Running Club draw for a London Marathon Club entry (other criteria apply)
- g) have access to £5 that can be spent online at [Sweatshop.co.uk](http://Sweatshop.co.uk) once registered
- h) have 10% off all purchases at Sweatshop

The specific benefits of being a Honiton Running Club member are:

- a) Encouragement and support from a large group of experienced runners and athletes
- b) Regular receipt of newsletters for Juniors and/or Seniors
- c) Access to qualified athletics coaches who are also members of the Club
- d) Access to Club-only competitions and regular social events
- e) Details of future running and athletics events
- f) 10% discount at local Sports Shop
- g) Member of a club with ClubMark status which will give benefits such as increased grants for equipment and financial support for coaches

## 3. Club Activities

### 3.1 Club Competitions

The Club's main events are the Honiton Hippo and the Ottery 10K that also incorporate shorter Junior races. These are contrasting races that vary from a 7 mile on and off road trek across the hilly countryside and a flat / undulating road race. The club also assists in other races locally including local village runs (e.g. Hydon Huff) and cross country races.

The club organises a number of both open and member-only competitions. These are held on regular club evenings for either club members or local clubs. Examples of such events are (1) local woodland relay races with other local clubs. (2) Handicap runs against your own personal best time on a set 5k course and (3) Predict-a-runs for a small prize for the closest prediction to your own time over a random course.

The Annual General Meeting incorporates an award presentation of numerous awards. These are for all types of member achievements and yearly club competitions.

Whilst the Club encourages Members to enter the competitions of their choice, there are specific team and individual events that are particularly promoted by the Club Captain. In some instances transport is supplied at a low cost and car sharing is common amongst fellow runners.

The Club applies for London Marathon places and these are offered to all Club members, via a lottery. Recipients of club places are expected to raise funds for a charity nominated by the management committee. Full details of eligibility criteria are issued prior to the allocation of places.

## 3.2 Training

All training nights start at 6.30 p.m. when announcements and information is given by the Club Leader or another club member. This is followed by the Club Run of a range of distances from 3 miles up to about 8, extra loops can always be added for those wanting longer. Runners normally sort out groups themselves, or naturally, but groups based on pace and distance are sometimes formed. It is encouraged that faster runners on the same route track back to keep the group compact. Senior Nights are mainly for seniors, but older juniors (16 years+) are welcome to come for shorter runs. All runs are listed on the Web Site Calendar; see Appendix 3 and 4 for Web Site and calendar guidance. Regular club nights are:

**Monday:** Social Run

**Tuesday:** Junior Training Night

**Wednesday:** Senior Training

**Friday:** Senior Run

**Weekend:** Organised long runs and Race days

## 3.3 Club Minutes

A copy of the Club Committee minutes can be obtained from the Club Secretary.

## 3.4 Social Events

Brief descriptions of some of the events held throughout the year are given below. The committee welcomes suggestions for social events. The social secretary(s) will arrange extra items throughout the year, recent events include a Skittles and pub evening and a theatre trip in London.

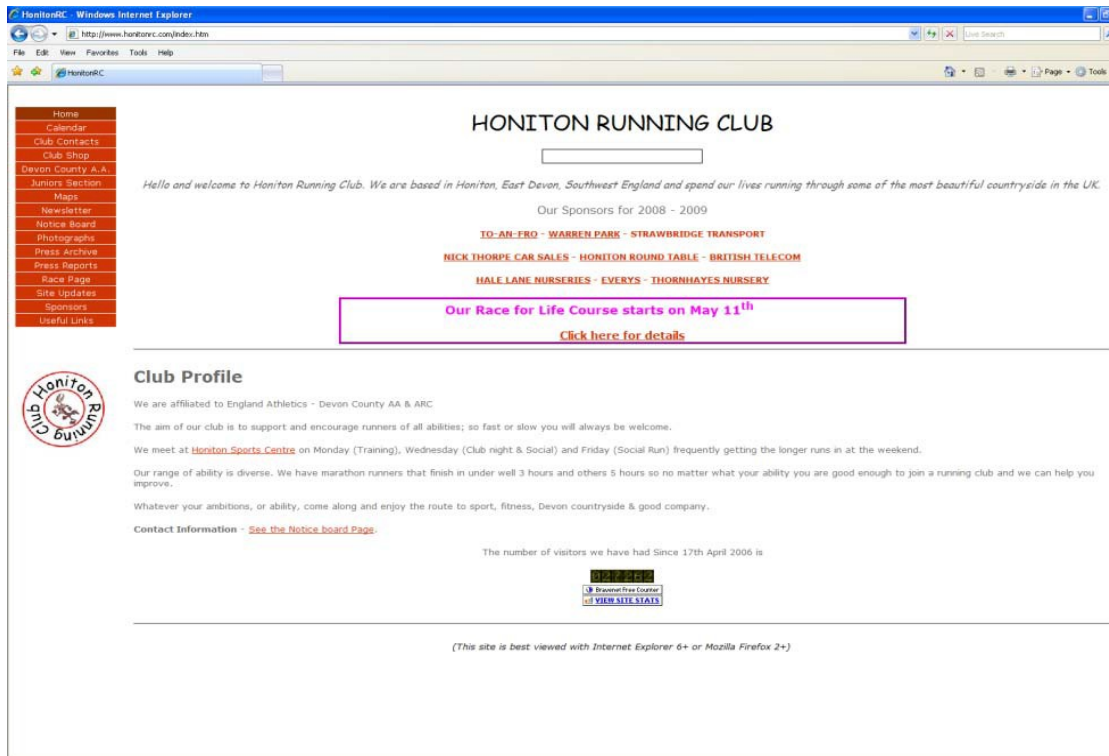
- The Annual General Meeting is held along with the award presentations during spring. All members are welcome and a buffet is free for all that attend.
- During the summer a run followed by a BBQ is popular and repeated if and when possible.
- Pub Runs are normally held occasionally on a Wednesday throughout the year.
- During December a Christmas Light run is organised to take in the festive lights displayed around the town.
- Juniors Presentation Evening is normally held in July and all juniors are invited to attend. Weather permitting a BBQ is also offered to all that attend.

### 3.5 Publicity

The Club's website is updated weekly and features race results, stories from club members, future events, news and information.

### 3.6 Club Web Site

The Club's web site address is [www.honitonrc.com](http://www.honitonrc.com)



Web Navigation and Calendar guidance can be found in Appendix 3 and 4 respectively.



## 4. Club Policies

It is the policy of Honiton Running Club to safeguard the welfare of all its members, particularly its junior members. To this aim, Club policies have been drawn up; they are employed by appropriate sections of the Club and copies are available from the Secretary. They are summarised as follows:

### 4.1 Child Protection

Honiton Running Club Child Care Policy is provided separately to all those adult members working with children, The Welfare Officers oversee issues relating to working with children, considered as anyone under the age of 18 years.

The key principles are as follows:

- The child's welfare is paramount.
- All children, irrespective of their age, culture, ability, gender, language, racial origin, religious belief and/or sexual identity, have the right to protection from abuse.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Working in partnership with children and their parents/carers is essential for the protection of the child.
- The Club recognises the statutory responsibilities of Social Services Departments to ensure the welfare of children.

### 4.2. Equity Policy

The following key points should be followed:

- The club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of Sports equity:  
“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society”
- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The club will deal with any incidence of discriminatory behaviour seriously, according to the club disciplinary procedures.

## 5. Club Codes of Conduct

Honiton Running Club is fully committed to safeguarding and promoting the wellbeing of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with the any member of the Committee, Coaches or another official of the club. As a member of Honiton Running Club, you are expected to abide by the appropriate code(s) of practice:

### 5.1 Code of practice for coaches, club officials & volunteers

- Consider the well-being and safety of participants before the development of performance.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Promote the positive aspects of the sport (e.g. fair play).
- Display consistently high standards of behavior and appearance.
- Follow all guidelines laid down by the National Governing Body and the club.
- Hold appropriate valid qualifications and insurance cover.
- Never exert undue influence over performers to obtain personal benefit or reward.
- Never condone rule violations, rough play or the use of prohibited substances.
- Encourage participants to value their performances and not just results.
- Encourage and guide participants to accept responsibility for their own performance and behaviour.

*In addition coaches will have agreed to adhere to the 'Coaches Code of Conduct' by signing their coaches' licence.*

### 5.2 Code of practice for Junior Members

- All members must play within the rules and respect coaches, helpers and their decisions.
- All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- Members should keep to agreed timings for training and competitions or inform their coach if they are going to be late.
- Members must wear suitable kit for training and competitions, as agreed with the coaches.
- Members must pay any fees for training or events promptly.
- Junior members are not permitted to smoke at the club or whilst representing the club at competitions.

- Junior members are not allowed to consume alcohol or drugs of any kind at the club or whilst representing the club. The consumption of drugs by any athlete can lead to being banned from the sport.
- Junior members whose behavior is unacceptable will be warned and parents / carers will be informed. Persistent poor behavior will lead to loss of membership.

## 5.3 Code of practice for Parents / Carers

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials and leaders.
- Help your child to recognize good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognizing fair play and applauding good performance of all.
- Never punish or belittle a child for losing or making mistakes.
- Support your child's involvement and help them to enjoy their sport.
- Encourage and guide performers to accept responsibility for their own performance and behavior.
- Ensure that your child is properly equipped for activities.
- Use correct and proper language at all times.
- Publicly accept officials' and leaders' judgments' and do not enter into arguments in public.
- In the event of any problems that cannot be resolved by talking with club coaches, please contact the club chairman.

## **Appendix A : Club Constitution**

### **1. Title**

The name of the Club is HONITON RUNNING CLUB

### **2. Headquarters**

The headquarters of the Club is at Honiton Sports Centre, School Lane, Honiton, Devon.

### **3. Objective**

The object of the Club is the promotion of fitness through running by providing facilities and encouraging participation.

### **4. Management**

The Management of the Club is vested in a "club management committee" consisting of a President, officers i.e. Chairman, Treasurer, Secretary, Club Captain and other members; all to be elected annually. Additionally, the "club management committee" shall include a secretary to the juniors section (Junior's secretary) also elected by members.

The Junior's secretary will have responsibility for the day to day administration of the juniors section and report to the "club management committee" at the bi-monthly meetings.

A minimum of two Committee officers and three ordinary committee members are required to be in attendance to form a quorum at committee meetings. The Committee has the power to fill any vacancy which may arise.

### **5. Membership**

Membership of the Club is confined to Amateurs as defined by the British Athletic Federation in the B.A.F. Rules for Competition book. The club is open to the whole community without discrimination.

The club year will, for all administrative issues, commence on the April the 1st each year and end on March 31st. Therefore membership subscription renewal will be due on the 1st day of April annually. Athlete registration fees are also due at this time unless the member has opted out of the scheme (See rule 7).

Individuals wishing to apply for membership must complete an application form and to pass this with their subscription to the Treasurer who will register the applicant and issue a membership card. In cases of doubt, the matter is to be referred to the Chairman.

In order to enable the prospective member to be able to take part in Club Training Nights safely and without prejudicing the safety of any other member, it is normally the case that he/she will wear appropriate clothing suitable for the ambient weather conditions and to ensure visibility to motorists and pedestrians.

Additional criteria apply to club juniors, see the “Welcome Pack” for further guidance.

#### Grades of Membership

Full Member - Defined as a “normal” running member who enjoys all club benefits.

Family Member – A discounted membership fee is paid, but has the same benefits as a Full Member.

Student Member – Members 16 years or older but under 18 years and/or members in full time education pay a reduced fee, but enjoy the same benefits as a Full Member.

Junior Member – A member aged less than 16 years of age and attending formal coached sessions on the nominated night training night.

Associate Member – Non-competing members pay a reduced fee and benefit from club insurance.

Associate members have no voting rights in club elections. The Associate member shall not be entitled to serve on the club management committee but may be co-opted to advise or assist in areas where they have expertise.

Life Membership – This is given in recognition of outstanding services to the club as defined from time to time by the club management committee. Nominations may also be made by any full member to the club management committee for consideration. In reviewing such nominations the Committee’s decision shall be final.

#### 6. Resignation

A member intending to withdraw from the Club shall give notice in writing to the Honorary Secretary, and his/her membership terminates on the date of that notice unless he/she is financially indebted to the club, in which case the Committee may withhold acceptance of the resignation until he/she has discharged his/her liability. A Member not having tendered his/her resignation prior to the 1st of April shall be liable for the ensuing year's subscription.

#### 7. Subscription

The Annual Club Subscription of £15, the full rate, is payable on election and subsequently on the 1st of April each year. The membership fee will be reviewed annually at the Annual General Meeting. The membership fee charged for NEW members joining after October 1st, may, at the discretion of the committee, be reduced.

It should be noted that in addition to the club subscription fees there will be an England Athletics (The Governing Body) “Athletes registration fee” which will vary from time to time. This fee is payable by all grades of member who wish to compete in England Athletics events. The club does not benefit in any way from the collection of this fee and the individual does have the opportunity to opt out of the Athlete registration scheme. Details of the implication of opting out may be obtained from the club secretary or England Athletics. All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties with the exception of donations to charities or to other clubs that are registered as community amateur sports clubs.

- i. The Committee shall have the power to expel any member whose subscription is twelve months in arrears provided one month's notice in writing shall have been sent to such member by a registered or recorded letter, addressed to his/her last known address, informing him/her of the proposed action of the Committee".
- ii. The name and address of any person so expelled from a Club in the Southern district shall be sent to the South of England AA who shall enter his/her name in a book (to be called "The Suspension Book") to be kept for that purpose. Every person whose name has been so entered in a Black Book shall be suspended from competing at any meeting held under Federation Rules until the liability causing his/her said expulsion, which shall not exceed one year's subscription, shall have been discharged. No member whose subscription is in arrears is eligible to take part in any competition promoted by the club.

#### Membership Rates

Full Member	- Full Rate
Family Membership	- 2.5 times the full rate (not applicable to juniors undergoing continuous coaching where adhoc charges may apply).
Student Member	- 2/3 of the Full Rate (Rounded up to the nearest 50p).
Junior Member	- pays the athletes registration fee & club membership fee combined plus an additional fixed fee per session as set by the juniors coaching team subject to endorsement by the club committee.
Associate Member	- 1/3 of the Full Rate (Rounded up to the nearest 50p) no Athlete registration fee is payable assuming the associate does not wish to compete at EA events.
Life Membership	- Exempt from annual club membership fees but still liable for EA affiliation.

#### 8. Annual General Meeting

A General meeting shall be held during the month of March in every year to receive the Committee's report and financial statement, elect officers and Committee and deal with any other matter specified on the agenda. The Honorary Secretary must give every member 21 days notice of the meeting, and notice of any business which it is desired be placed on the agenda must be given in writing to the Honorary Secretary at least 14 days prior to the meeting.

#### 9. General Meeting

The Honorary Secretary shall give to every member at least 7 days notice of the time and place of a General Meeting along with the business to be dealt with at any such meeting.

#### 10. Special General Meeting

A Special General Meeting must be called by the Honorary Secretary within 14 days of the receipt by him/her, of a requisition in writing signed by at least ten members of the Club, stating the business to be brought before such a meeting.

11. Alteration of Rules

No alteration or addition may be made to the rules except by an Annual General Meeting, or a Special General Meeting called for that purpose. Notice of any proposed amendment must be given as provided in Rules.

12. Disclaimer

Members taking part in events organised by the club do so at their own risk. The club does not take responsibility for any injury, loss or damage that might arise as a result of participation in club activities.

DISSOLUTION

13. Dissolution

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

Approved By

Chairman

Secretary

\_\_\_\_\_ Date \_\_\_\_\_ Date \_\_\_\_\_

**Appendix B : Club Committee 2016/17****Club Committee:**

President:	Alan Rowe MBE
Chairman:	Howard Bidmead
Secretary:	Joe Daly
Treasurer & Membership:	Roger Saunders
Club Captain:	Tony Peek
Social Secretary:	Vacant

**Juniors Officials:**

Juniors Secretary:	Tony Peek
Juniors Lead Coach:	Tony Peek

**General Committee:**

Peter Bishop  
Bruce Strawbridge  
Simon Spiller  
Judy Davey  
Lynn Pike

**Coaches:**

Tony Peek (CiRF)  
Howard Bidmead (L2)  
Jo Lowman (L2)  
Paul Lowman (L2)  
Judy Davey (L2)  
Bruce Strawbridge (L2)



**Coaching Assistants:**

Fran Bond (L1)

Katy Campbell (LiRF)

Emilie Tones (LiRF)

Roger Saunders (LiRF)

**Other Positions:**

Kit Officer: Judy Davey

Webmaster: Roger Saunders and Judy Davey

Juniors Web Area: Tony Peek

**Club Volunteers:**

A comprehensive list of club volunteers, including coaches track & field judges, marshals and event organisers is available from the Club Secretary.

## **Appendix C : Web Site Guidance**

### **Web Site:**

The website is accessible from any internet connection and a valuable resource for up to date club information. These include scheduled runs, races, club news, photos and much more. The web site can be navigated via the links on the left hand side of the page, see the screen shot below. All navigation links been numbers and are explained below. Just click...

- 1 [Home.](#)  
The home page is shown below and is the welcoming page and navigation screen.
- 2 [Calendar.](#)  
The calendar is shown and explained in Appendix 2.
- 3 [Club Contacts.](#)  
An address book and who's who of the Running Club.
- 4 [Club Shop.](#)  
Off to the shops, check here for discounts and Club sponsored links online.
- 5 [Devon County AA.](#)  
A direct link to the Devon County Athletics association.
- 6 [Juniors Section.](#)  
A link to the juniors own website.
- 7 [Maps.](#)  
Links to maps used during the year. The map number to be run will be listed on the calendar.
- 8 [Member Services.](#)  
This page offers services from local tradesmen, businesses & the skills of our own membership.
- 9 [Newsletters.](#)  
An archive of club newsletters including the current issue.
- 10 [Notice Board.](#)  
Essential information and links to club only competitions.
- 11 [Photographs.](#)  
A gallery of various races, events and outings .
- 12 [Press Archive.](#)  
An archive of press reports that were sent to local media.
- 13 [Press Reports.](#)  
Recent press reports of runners and races.
- 14 [Race Page.](#)  
Local races organised or assisted by the Club.
- 15 [Site Updates.](#)  
A list of significant changes to the website structure.
- 16 [Sponsors.](#)  
Official sponsors of the Club: Links and Contacts.
- 17 [Useful Links.](#)  
Links to websites: local running clubs, general sites and sites of interest.

Home	1
Calendar	2
Club Contacts	3
Club Shop	4
Devon County A.A.	5
Juniors Section	6
Maps	7
Member Services	8
Newsletter	9
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Useful Links	17

# HONITON RUNNING CLUB

Sunday, 31 May 2009

*Hello and welcome to Honiton Running Club. We are based in Honiton, East Devon, Southwest England and spend our lives running through some of the most beautiful countryside in the UK.*

Our Sponsors for 2008 - 2009

[TO-AN-FRO](#) - [WARREN PARK](#) - [STRAWBRIDGE TRANSPORT](#)

[NICK THORPE CAR SALES](#) - [HONITON ROUND TABLE](#) - [BRITISH TELECOM](#)

[HALE LANE NURSERIES](#) - [EVERYS](#) - [THORNHAYES NURSERY](#)

Our Race for Life Course started on May  
11<sup>th</sup>.

[Details on the race page!](#)



## Club Profile

We are affiliated to England Athletics - Devon County AA & ARC

The aim of our club is to support and encourage runners of all abilities; so fast or slow you will always be welcome.

We meet at [Honiton Sports Centre](#) on Monday (Training), Wednesday (Club night & Social) and Friday (Social Run) frequently getting the longer runs in at the weekend.

Our range of ability is diverse. We have marathon runners that finish in under well 3 hours and others 5 hours so no matter what your ability you are good enough to join a running club and we can help you improve.

Whatever your ambitions, or ability, come along and enjoy the route to sport, fitness, Devon countryside & good company.

Contact Information - [See the Notice board Page.](#)

The number of visitors we have had Since 17th April 2006 is

029117

Bravenet Free Counter

[VIEW SITE STATS](#)

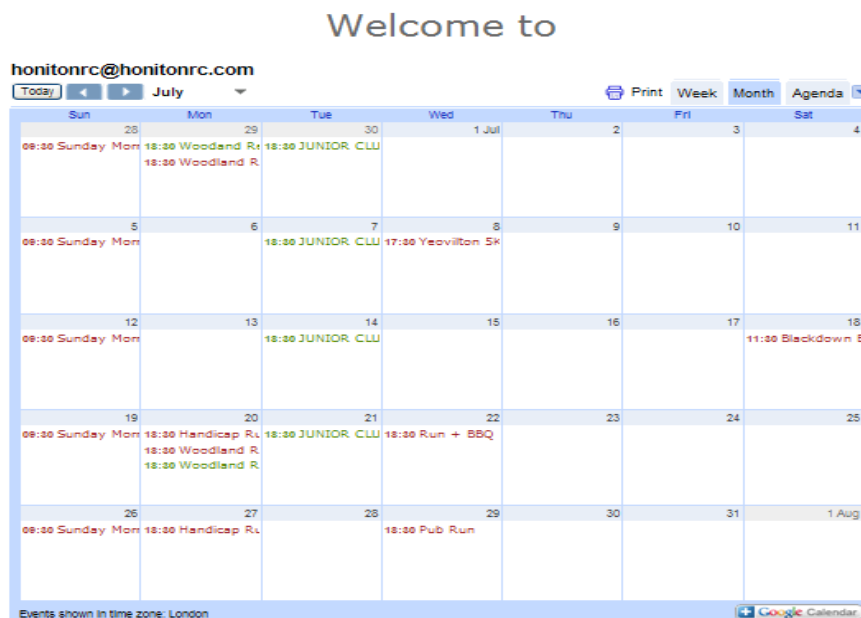
## Appendix D : Web Site Calendar Guidance

### Web Site Calendar:

The calendar opens in Agenda view with the next event in view. The view can be changed with the tab buttons in the top right of the screen.



The month of July is shown below with all items displayed on the one page.



Different months can be accessed via the left and right buttons in the top left area of the screen (next to the Today Button). All the months planned items can be viewed in more detail by clicking on the particular date. Full details including times, distances and map numbers will be given in the day view of the calendar.

22  
18:30 Run + BBQ

Senior items are in red.

14  
18:30 JUNIOR CLU

Junior items are in green.

Each item is listed on the day it occurs. The third Monday of every month is designated to the Handicap Run, which is a set event each month. In the shown month this coincides with the Woodland relay and has been moved to the following week. Local races are added as and when they fall, which are usually at the weekend (see 8, 18 and 20 July). Training and social nights are updated periodically with the details of the evening's training type, run location or social event (See 22 and 29 July). If a date is empty for a club night then a regular local run will take place, it is normal to decide between who attends on a Friday.

The calendar can be added to other application for easy access.

**XML** Add to Outlook or your preferred newsfeed reader

**HTML** Add to your browser (Internet explorer, Firefox etc.)

**ICAL** Add the calendar to your Iphone.