

Meeting Minutes

Purpose of Meeting:	Committee Meeting
Date of Meeting:	09 th July 2014
Time:	7.30 pm
Location:	Norwich & Skype Meeting

Attendees:

Name	Representing	Name	Representing
Jonathan Davies (Skype)	Born-2-Tri	Carol Macdonald	Triathlon England
Ashley Nicholson (Skype)	Discovery Tri	Elisabeth Ross	Tri-Sport Epping
Richard Fuller	East Essex Tri	Tim Williams (Skype)	Regional Academy Coach
Rob Lines	Tri-Anglia		
Kevin Carley	Blackwater Tri		

Apologies:

Name	Representing	Name	Representing
Wendy Staines	Discovery Tri		
Natalie Stone	Discovery Tri		

Item	Notes	Action
1.0	The minutes of the last committee meeting were adopted and the matters arising items as follows were discussed.	
2.0	Matters Arising	
2.1	<p><u>Adult Relays</u></p> <p><i>The adult relays are planned for the 18th of July Currently 21 Teams entered</i></p> <p><i>TEER agreed that they would underwrite a loss with a view to for the loan to be repaid the loan by subsequent races that required TEER.</i></p> <p><u>Adult Relay Event Post Brief</u></p> <p>The event attracted 33 Teams and TEER underwrote the event to which was IRO of £700 - £800 on the basis that the monies would be recoverable when the event becomes profitable.</p> <p>Committee advised that the event date was an issue and would be looking to secure a date for early August 2015.</p> <p>Richard Fuller to contact Steve of Go Beyond to take up Boxend discussions.</p>	RF

Item	Notes	Action
3.0	Treasurers Report: - Verbal Report as Summarised Below	
3.1	<ul style="list-style-type: none"> ■ The Summary of the monthly Accounts were received under separate cover ■ The accounts are in good shape ■ The region has received £3000 funding from Triathlon England which is slightly reduced due to region shifts. ■ Due a drop in funding each region are to contribute to the staging of IRC events. Richard Can you Review is this note Correct ■ Bursary for coaching refer to RM Report 	Note
4.0	League and championship Fixtures	
4.1	<p><i>Future Children's IRC's and League</i></p> <ul style="list-style-type: none"> ■ <i>The Eastern region has received further correspondence from associated clubs highlighting the shortcomings of the Regions League programme and IRC events. The received correspondence does not offer any solutions.</i> <p><i>TEER are to canvas race organisers and parents of athletes to request initiatives on how to improve the children's triathlon event.</i></p> <p><i>A newsletter information sheet was suggested which could be included with race instructions or at race registration.</i></p> <p><i>Send out a Survey monkey Forum</i></p> <p><i>Schedule a meeting inviting individuals to discuss initiatives</i></p> <p>RETAINED ON MINUTES NOT SURE WHAT WAS AGREED REGARDING THIS NOTE AS I WAS LATE JOINING – Richard could you advise please</p>	
5.0	<u>IRC 2014</u>	
	<i>No Actions or minutes recorded</i>	
6.0	Academy Update :	
6.1	<p>A record of the Academy's Chief Coach Report is summarised in Below :-</p> <p>The last 2 months have been quite busy with</p> <ul style="list-style-type: none"> ■ Regular cycle sessions ■ Blenheim Super Series ■ Hetton Hall Super Series <p>Sophie Aldon was part of the relay team which competed and won at the European Championships</p> <p>There have been some promising performances from Athletes from Cambridge and Discovery Clubs.</p>	

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	<p><u>IRC Selections</u></p> <p>The selection races have been completed and the athletes nominated have been circulated to the committee by TW – committee in full agreement with Nominations. TW is ready to E-mail each athlete advising selection.</p> <p>Jenny Swallow has volunteered to help with academy kit.</p> <p>Next Academy sessions will be to prepare the athletes selected for the Regions IRC team.</p> <p><u>Academy Trials</u></p> <p>The date for the Academy Trials to be advised possibly late August – Likely Venue New Hall School</p> <p>Format of the trials to be same as previous year's and held on one weekend over Saturday and Sunday.</p> <p>Academy Trial Dates to be published on TEER Newsletter. TW to advise RF Accordingly</p> <p><u>National Selection</u></p> <p>Is the same as last year</p> <p>National talent process is to undergo changes :-</p> <ul style="list-style-type: none"> ■ The regional Head coaches contracts may not be extended and contractual terms may not be the same as previous year's ■ Athlete Selection over a weekend and assessed during the day – looking at larger squad broken down into a main squad and affiliate squad ■ Enables Newcomers to demonstrate that can become competitors and learn what is involved relating to how to trial for selection. <p><u>Suggestion For Next Year's IRC Events.</u></p> <p>In the IRC events next year the event is to reserve a few spaces for Parachute entries.</p> <p>This would need to be administrated by the Academy Head Coach who would review the applications which would require previous race experience and results for comparison with the regions academy criteria before a reserved space is allocated.</p>	<p>TW</p>
6.2	<p>The need to offer open water swimming and Traffic free training sessions or events in the Eastern region is growing problem to which the Eastern region need to explore future options.</p> <p>A number of venues were suggested which would require further investigation relating to their suitability.</p> <ul style="list-style-type: none"> ■ Fairlop Waters :- History of water quality issues – Natalie stone Volunteered to review ■ Hainault :- ■ Hanningfield Reservoir :- Wild life issues to be considered. ■ Alton Water :- Ashley Nicholson to review ■ Bradwell sailing Centre / Bradwell Airfield & Water :- Richard Fuller to contact Jamie Cooper @ Dengie Events ■ Fambridge – Tidal – event timing to be considered - Natalie stone Volunteered to review ■ Ipswich Marina - Natalie stone Volunteered to review ■ Heybridge ■ Burnham <p>It was also an option to consider breaking up disciplines for training events – ie open water swim / break – relocate to off road tarmac location for cycle and run. Not perfect but a possible option to be explored.</p>	<p>T.Williams</p> <p>N.Stone</p> <p>R.Fuller</p> <p>A.Nicholson</p>

Item	Notes	Action
6.3	<p><u>Tristars Academy</u></p> <p>In the attempt to start the Regional Tristars Academies the region is looking to secure assistance from a hosting club to provide coach support (coaches to receive expenses) and a local venue (Cost of Venue to be part subsidised by TEER) for :-</p> <ul style="list-style-type: none"> ■ Weekend either 21/22 June ■ August Midweek date to be Agreed <p>TW to correspond with Tri –clubs with Children sections and their coaches to assess interest / take up. AN to forward contact details of Tri clubs with Childrens Sections</p> <p>NS / WS :- Intimated an interest at hosting at New Hall school to confirm availability.</p> <p>The inference was to provide localised Academy days – to not only provide coaching for the children but a ways of up-skilling club coaching.</p> <p>Academies days to be localised within a region</p> <p>Invitation to athlete’s with the localised region via the clubs</p> <p>TW to provide final details of how he envisaged the setting up of the academy day to operate</p> <p>Typically - Academy Day for South of the Region would encompass</p> <ul style="list-style-type: none"> ■ Blackwater and Dengie ■ Discovery ■ East Essex ■ Tri-sport Epping ■ Born-2 Tri ■ Others within the local area <p>TW reported that the TriStar Academy was likely to be dropped and replaced by making TW available to offer advice and coaching experience to be better prepared. Ideally the upskilling of the regions coaches. TW to advise how this helpline is to be implemented.</p>	TW
7.0	Technical Co-ordinator Update :- A summary of the verbal Report is provided below	
7.1	There are is a LTO course planned for 19 th of July 9-10 candidates already signed up.	
8.0	RPM Update :- A summary of the verbal report is provided below	
8.1	CM enquired about sourcing some TEER feather flags / Box banners / Pop up Triangles for use when promoting TEER at triathlon events. CM to investigate accordingly - RF advised that the feather flags were previously sourced from - Blu splat	CM
8.2	<p><u>Events</u></p> <p>There is Triathlon planned in Cambridge on the 28th of September the event is being staged by one step beyond on a fixed fee - Triathlon England & Cambridge City Council are to have an event tent on the day and TE are asking for volunteers from the region to represent the Eastern Region.</p>	Note

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8.3	<p><u>Courses & Bursary's</u></p> <p><u>Coaching for Para-triathletes</u></p> <ul style="list-style-type: none"> ■ 1 Bursary per club was agreed to fund coaches for this course on the basis that the applicant pay's first and then refunded on completion of the course. <p><u>Level 1 Coaching</u></p> <ul style="list-style-type: none"> ■ Bursaries for coaching level 1 courses :- New Clubs 2 coaching places 100% funding Existing Clubs 2 coaching Place at 50 % funding <p>Bursary allowance initially £600 to be reviewed at committee meetings</p> <p>All bursaries agreed funding on the basis that the applicant pay's first and then refunded on completion of the course</p> <p><u>Level 2 Coaching</u></p> <ul style="list-style-type: none"> ■ Bursaries for coaching level 2 courses :- Existing Clubs 2 coaching Place at 50 % funding <p>Bursary allowance initially £500 to be reviewed at committee meetings</p> <p>All bursaries agreed funding on the basis that the applicant pay's first and then refunded on completion of the course</p>	Note
8.4	<p><i>TEER to considering carrying out a market survey to the regions clubs and individual athletes to see how the region can be developed to assist participants.</i></p> <p>The committee discussed the merits of Facebook and how it could benefit the TEER reach its members and it was agreed that TEER would implement.</p> <p>JD to issue a note to all clubs in the region where CM could be added to their facebook page providing TEER Details</p> <p>RF to set up CM as Administrator</p>	<p>JD</p> <p>CM - note</p> <p>RF</p>
9.0	TEER Strategy Update	
	<i>The Triathlon England Eastern region strategy implementation strategy - volunteers to co-ordinate development in these areas with assistance from committee members</i>	
9.1	<p><u>Increasing Profile of Triathlon & TEER</u></p> <p>Volunteer Co-ordinator :- Rob Lines</p> <ul style="list-style-type: none"> ■ RF purchased Merchandise for regional promotional purposes :- Hand Warmers Draw string Bags Insulated Mugs TEER Towels <p>Merchandise to be circulated as spot prizes at the regions races</p>	R.Fuller

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	<ul style="list-style-type: none"> ■ Target specific Events for Volunteer attendance required. <p><u>Regional Championships :-</u></p> <p>St Neots 29th June – No Representative</p> <p>Fritton Aquathlon 6th July - No Representative</p> <p>Norwich 12th July (Rob / Jonathan)</p> <p>Ipswich (Children's) 24th Aug - Ashley Nicholson</p> <p>Cross Tri 21st Sept – No takers – RF Tentatively</p> <p><u>Regional Events</u></p> <ul style="list-style-type: none"> ■ Volunteers to advise Rob which events they can attend. 	<p>RL- note</p> <p>RF- note</p> <p>AN- note</p> <p>ALL</p>
9.2	RF to print information leaflets to circulate at the various Triathlon meetings	RF
9.3	<p><u>Increasing Participation</u> - Volunteer Co-ordinator :- Richard Fuller</p> <ul style="list-style-type: none"> ■ Richard Fuller to arrange Go Tri Flyers ■ Details of Go Pink Novices – 3rd of August – Volunteer Required. No Takers 	<p>RF</p> <p>ALL</p>
9.4	<p><u>Sustaining Growth</u></p> <ul style="list-style-type: none"> ■ Representation in the Region CM & JD attending club forums ■ Relatively well represented & supported ■ Consider Essex meeting to be programmed 	Note
9.5	<p><u>Improve talent Pathway :-</u></p> <p>Regional Head coach – Co-ordinator</p> <p>Tristar academy to be progressed</p> <p>Volunteers Required to assist</p>	<p>TW</p> <p>ALL</p>
10.0	Any other Business	
10.1	<p><u>Date of AGM</u></p> <p>AGM proposed to be 22nd October Wednesday Evening 7.30pm meet for 8.00pm Start</p> <p>Venue – Hilton Hotel - Stansted</p>	Note
10.2	<p><u>Date for children's award and activity day</u></p> <p>Children's Awards 25th October AN to explore options</p>	AN
10.3	<p><u>Date of Next Meeting</u></p> <p>Refer to attached Proposed meeting schedule in the appendix for 2014</p>	Note
	Meeting closed 2200 Hrs	

09th July 2014 - Regional Committee meeting Minutes Appendices

Schedule of Future 2014 Committee meetings	As attached
Treasurers Report	Verbal report – See minutes
Regional Head Coach's Report	Verbal report – See minutes
RPM Report – Essex / Herts/ Suffolk /Beds / Cams / Norfolk	Verbal report – See minutes
Technical co-ordinator Report	Verbal report – See minutes

2014 Regional Committee meeting dates for 2014

Month	Day & Date	Venue
MARCH	Tuesday 11th March	Hatfield Peveril Natalie Stone to Host at Home Directions to follow.
MAY	Wednesday 7th May	Stansted Airport Complex – Hilton Hotel
JULY	Wednesday 9th July	Norwich – Venue TBC
SEPT	Wednesday 10th Sept	Stansted Airport Complex – Hilton Hotel
OCTOBER	Wednesday 22nd Oct	AGM midweek evening with Adult Awards Stansted Airport Complex – Hilton Hotel
OCTOBER	Saturday 25th Oct	Childrens Award afternoon – Bowling / Laser Quest TBC
NOVEMBER	Wednesday 19th Nov	Venue TBC