

Minutes of Eastern Region Triathlon England Committee Meeting

Thursday 18th August 2011 – by Skype

Present

Richard Fuller (Chair) (RF)
 Mike Porter (Secretary) (MP)
 Elisabeth Ross (ER)
 Jonathan Davies (JD)
 Carol MacDonald (CM)
 Tim Williams (TW)

	MINUTE	ACTION
1	<u>Apologies:</u> Paul Dutton, Gavin Passmore, Graham Lee, Wendy Staines, Graham Hart	
2	<u>Minutes of Previous Meeting</u> The minutes of the meeting on 21 June 2011 were approved	
3	<u>Matters Arising</u> Purchase of branded equipment: feather flags – CM to email Lucy at BTF as to where to get branded flags from. Pop up exhibition stand – proposed as an option to offer good promotional opportunities for the region. MP to obtain prices. Gantry – purchase of a gantry to be put on hold Level 2 officials course: JD mentioned that under ITU rules, it was likely that officials will have to retake their qualifications. This should be confirmed shortly. IRC kit: had been received in Loughborough and was due to be sent on to WS.	CM MP
4	<u>Chairman's Update</u> RF reported that he had missed the TE Council meeting and had yet to see the minutes	
5	<u>Treasurer's Update</u> With MH absent from the meeting, outstanding actions carried over. Ring fenced expenditure: 1) Essex Development and Regeneration Agency WFD Grant – MH believes this has been spent and should be transferred into General Expenditure. 2) Hertfordshire University Development Officer Grant – MH was unsure what this money could be used for. A request had been received from Howard Davies for a grant of £3900 to set up a new	

	<p>youth focused triathlon club. £2000 was proposed for this year but outcomes needed to be set for justification of the grant. These had already been written by Howard and the proposal documentation will be circulated to the committee for agreement by CM.</p> <p>It was confirmed that £500 was also earmarked for the Herts Youth Games</p> <p>3) BTF Academy Grant – MH confirmed that the £3370 expected outcome has to be spent on the Academy but would confirm if this included TriStars as well as Youths/Juniors. MH stated that TW still had £1500 to spend but pointed out that it was not being spent as quickly as it was coming in. TW to identify how much he wants to spend from the existing pot.</p> <p>Plans need to be put in place to spend this ring fenced money.</p> <p>Event quality expected outcome is now £2750. WS to circulate information on gantry, timing clock, and feather flags/banners to the committee.</p> <p>PA system prices to be checked and finish gantry, although the wisdom of purchasing this equipment was subsequently questioned, depending on the outcome of discussions on the future of the regional relays.</p> <p>Level 2 officials course – MH confirmed £1800 available. JD to action.</p> <p>With over £5000 in the budget, RF to promote clubs running their own bursary schemes in the next newsletter. Criteria to be clearly defined.</p> <p>MH requested that coach education course profitability be tracked. MH to discuss with CM</p> <p>MH requested that the ER account be transferred to internet banking. With better interest rates this would make financial sense. MH to discuss further with RF.</p> <p>RF to follow up outstanding change of signatories paperwork with MH</p> <p>Storage of records – process, requirements to be determined</p>	<p>CM</p> <p>MH</p> <p>TW</p> <p>WS</p> <p>JD</p> <p>JD</p> <p>RF</p> <p>MH/CM</p> <p>MH/RF</p> <p>RF</p> <p>RF</p>
6	<p><u>RPM's Updates</u> CM and GP provided written reports which had been circulated to the Committee in advance of the meeting.</p> <p>CM – reported that precedence will be given to clubs for training events if they've received funding. RF was concerned that this would penalise clubs that have not required funding; CM said she was aware of the major clubs in the region and would ensure they'd have the</p>	

	<p>opportunity to put their members on courses.</p> <p>CM highlighted her meeting with the ASA Eastern Region rep as interesting with big opportunities now that they were realising the growth of open water swimming.</p> <p>St Lukes Charity Triathlon, Grays – CM had been approached by the organisers of this new event for advice/support. Following discussions with TEER committee members prior to and during the meeting, and the concerns expressed by the committee regarding the risks associated with a triathlon taking place at the end of October, it was agreed that CM would revert with the suggestion that the order of the disciplines be reversed with the swim taking place last.</p>	CM
7	<p><u>Regional Academy Update</u></p> <p>TW reported that although there had not been many races, the region’s academics had performed well with Sean Watson, James Kidd and George Sweinning all achieving excellent results at the Hyde Park aquathlon.</p> <p>More training sessions were planned in September after the IRC’s.</p> <p>Applications for the Academy, including those moving up from TriStar, to be promoted in the October newsletter.</p> <p>TW said that the BTF was interested in investing to expand the academies, especially investing in more talented athletes, and that would mean commitment would be more rigorous to reflect this increased investment. This could necessitate the creation of a two-tier system in the future.</p> <p>TW was considering organising a training camp in spring 2012.</p> <p>TW would look at setting the IRC training session dates earlier next year and communicate these to try and avoid any clashes.</p> <p>Although the Olympics could have an influence on the date of the IRC’s next year TW had not had any notification.</p>	RF TW TW
8	<p><u>Tri Star Academy Update</u></p> <p>RF reported that GH had written to resign from the position of Tri Star Academy Coach at the end of this season. RF asked for the committee’s thanks for all GH’s efforts in developing the Tri Star Academy to be officially minuted.</p> <p>TW was not aware of GH’s intentions but was of the opinion that, going forward, it would not be feasible to integrate TriStars with the youths/juniors - they need to be run as separate entities .</p> <p>RF asked for expressions of interest in the role. TW agreed to vet any level 2 coaches that apply with appropriate coaching experience. TW suggested that Geoff Jones from Saffron Waldon Tri may be interested in the role and would approach him to gauge his interest.</p>	TW

9	<u>IRC's</u> It was agreed that WS's expenses (food, travel and accommodation) would be covered by the TEER. RF to arrange reimbursement	RF
10	<u>Regional Relays 2012</u> New organisers and new venues were sought for 2012 and beyond. Expressions of interest were to be requested based on the Invitation to Tender document draft produced by RF and circulated for comment. This would be sent out to the list of potential bidders by 7 September with submissions requested by the end of September. JD agreed to oversee the tender process.	RF/JD
11	<u>AGM 2011</u> Date suggested as Monday 7 November. Venues to be investigated. CM was to enquire about Bishop Stortford Golf Club	CM
12	<u>AOB</u> Bursaries are available to support new clubs or clubs seeking specific new initiatives. To cover the costs of trophies (and attract a small profit) the races involved in the adult regional race series will be asked to make a donation of £50; for the adult championship races we will ask for £200 Triathlon Live: RF to write to Mark Barfield, BTF expressing the TEER interest in offering a site/sites within the region for 2012.	RF
13	<u>Confirmation of date, venue and format of next meeting</u> Thursday 6 October via Skype	