

Minutes of Eastern Region Triathlon England Committee Meeting

Tuesday 21st June 2011 – Gosfield Lake

Present

Richard Fuller (Chair) (RF)
 Mike Porter (Secretary) (MP)
 Malcolm Hooker (Treasurer) (MH)
 Elisabeth Ross (ER)
 Wendy Staines (WS)
 Carol MacDonald (CM)
 Tim Williams (TW)
 Graham Lee (GL)
 Graham Hart (GH)

	MINUTE	ACTION
1	<u>Apologies:</u> Paul Dutton, Gavin Passmore, Jonathan Davies	
2	<u>Minutes of Previous Meeting</u> The minutes of the meeting on 20 April 2011 were approved	
3	<u>Matters Arising</u> All previous actions completed or in hand other than: Regional Academy profile: A group photo to promote the Academy on the web/in the newsletter was the best option. TW to provide	TW
4	<u>Chairman's Update</u> Nothing to report	
5	<u>Treasurer's Update</u> MH responded to the questions raised at the previous meeting. 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 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. It was confirmed that £500 was also earmarked for the Herts Youth Games 3) BTF Academy Grant – MH confirmed that the £3370 expected	CM

	<p>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. 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>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>TE's proposed budget</u> No comments or actions</p>	
7	<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 confirmed that the Speedo Open Water Coaching Weekend at Lakeside was due to take place on 20/21 August. RF to publicise in the next newsletter.</p> <p>Details of the TE National School Aquathlon Championships in Nuneaton on 10th July were circulated.</p>	<p>RF</p>
8	<p><u>IRC's</u> PD has put together an information pack for the IRC organisers. TW to advise of final triathlete selection and confirmation emails to be sent out to selected triathletes. WS confirmed that she should be ok to attend the IRC's..</p>	<p>TW</p>

	Discussion occurred on which regional gear should be ordered. WS to get prices for hoodies, trisuits and techtops. TW to send recommendations to the committee and will request advice and/or opinions if necessary to make sure that these are ordered in time.	WS TW
9	<p><u>Regional Relays</u> RF reported that 56 teams were registered as at time of meeting. 70 teams would equate to a loss of approx. £560 and 80 teams achieved around breakeven. Various cost reductions were discussed in case of emergency action.</p> <p>RF reiterated that the original reason for starting the event was to make money but the future of the Regional Relays and its organisation would require further discussion post event.</p>	RF
10	<p><u>Regional Academy Update</u> TW reported on coaching and race activity for the Academy. Two rounds of the BTF Super Series had taken place at Strathclyde and Blenheim. The Eton Drafting race was coming up at the weekend. Three open water swim sessions had been held, with support given by cyclist Oliver Caddy, and TW was due to fix the rest of the summer's coaching sessions shortly.</p>	
11	<p><u>Tri Star Academy Update</u> GH reported that he currently had 13 triathletes in his group and had held four sessions so far with support from WS and Julie Tapley. Most of these had been combined with the Academy sessions. GH requested that the Academy and TriStars be promoted from September onwards for new intake later in the year.</p>	RF
12	<p><u>AOB</u> Kids of Steel type event for young leaders in Thurrock announced.</p>	
13	<p><u>Date, Venue & Format of next meeting</u> Thursday 18 August at 8pm on Skype</p>	