

Meeting Minutes

Purpose of Meeting:	Committee Meeting
Date of Meeting:	17 th July 2013
Time:	7.15 pm
Location:	Hilton Hotel – Stansted Airport

Attendees:

Name	Representing	Name	Representing
Richard Fuller	East Essex Tri		
Ashley Nicholson	Discovery Tri		
Jonathan Davies	Born2Tri		
Heather Williams	Cambridge Tri		
Tim Williams	Cambridge Tri		
Rob Lines	Tri-Anglia		
Elisabeth Ross	Tri-Sport Epping		
Carol Macdonald	Triathlon England		

Apologies:

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

Item	Notes	Action
1.0	The minutes of the last meeting were accepted as a true representation of what was discussed	Note
2.0	The minutes of the last committee meeting were adopted and the outstanding items as follows were discussed	
2.1	<p>This minute relates to a previous minute regarding committee approved funding for Howard Davies for the work he was undertaking with schools within the region. A payment of £2000 was sent by Malcolm Hooker. The committee agreed that a formal update would be welcome on how the funding has been of assistance.</p> <p><i>RF to write to Howard Davies' expressing the regions disappointment and displeasure that he has not acknowledged any of the e-mails or phone calls requesting a formal update as to how grant was spent. The Region shall provide no further funding assistance until a response on how the previous funding has been expended.</i></p>	<p>C.Macdonald</p> <p>R. Fuller</p>

Item	Notes	Action								
2.2	<p><u>The Eastern Region Strategy</u></p> <p>The Eastern Region Strategy for the next few years was discussed prior to the commencement of the committee meeting and a summary of the forum is to be circulated under separate cover.</p> <p>The committee would also like to thank Simon Mills for his attendance and input to the forum.</p> <p>Further development of the strategy is to be undertaken prior to the next meeting and all committee members are requested to provide considered input prior to the next meeting</p>	<p>R. Fuller</p> <p>A.Nicholson</p>								
2.3	<p>The end of season award dinner was briefly discussed and was agreed to follow on from the AGM.</p> <p>Initial date agreed was 2nd of November.</p> <p>Award dinner Venue was agreed to be the Hilton Hotel Stansted provisionally for upto 60 people</p> <p>Further details to be developed by AN</p>	<p>A.Nicholson</p>								
3.0	<p>Treasurers Report: - Refer to Appendix for Treasurer's report</p>									
3.1	<p><u>(i) Coaching Bursaries</u></p> <p><i>Offer – Available now. 2 Places for level 1 coaches for new affiliated clubs 100% funding</i> <i>Offer - Part funding for Level 1 & 2 courses for established clubs. 1 Application per club.</i> <i>Refund via MH Total Refunds to be capped @ £3000</i></p> <p>MH – To confirm when Capped Refund of £3000 has been reached and advise CM accordingly. Current status half the available funds were spent – As more fund are available it was agreed that the capped funding was topped back upto £3000.</p> <p><i>Note Closed – Retained on the minutes</i></p>	<p>Note</p>								
3.2	<p>Acting Treasurer Provided End of year accounts for March 2013 and the committee Agreed unanimously that the accounts were a true reflection. Refer to acting Treasurers Report (RF)</p> <p>Treasurer accounts handover still to be completed.</p>	<p>R.Fuller</p>								
3.3	<p>The committee were informed by the chairman that Malcolm Hooker was standing down from the role of Treasurer and volunteered to step into the role until the AGM.</p> <p>This was unanimously agreed by the committee</p> <p>As a consequence of the changing of the treasurer personnel the following TEER account signatories were agreed by the committee :-</p> <table border="0" data-bbox="181 1760 1209 1877"> <tr> <td><u>Original / Outgoing Signatories</u></td> <td><u>New / Incoming Signatories</u></td> </tr> <tr> <td>Malcolm Hooker</td> <td>Rob Lines Committee member</td> </tr> <tr> <td>Mike Porter</td> <td>Jonathan Davies Technical Co-ordinator</td> </tr> <tr> <td>Richard Fuller</td> <td>Richard Fuller Chairperson</td> </tr> </table> <p>RF to co-ordinate the change of signatories</p> <p>RF to have access to the online banking facility – RF to investigate the option of dual control for online payments.</p>	<u>Original / Outgoing Signatories</u>	<u>New / Incoming Signatories</u>	Malcolm Hooker	Rob Lines Committee member	Mike Porter	Jonathan Davies Technical Co-ordinator	Richard Fuller	Richard Fuller Chairperson	<p>R.Fuller</p>
<u>Original / Outgoing Signatories</u>	<u>New / Incoming Signatories</u>									
Malcolm Hooker	Rob Lines Committee member									
Mike Porter	Jonathan Davies Technical Co-ordinator									
Richard Fuller	Richard Fuller Chairperson									

Item	Notes	Action
4.0	League and championship Fixtures	
4.1	<u>Adult Relay Race</u> The Adult relay was discussed and it was possible that the adult relay race was not staged this year. Richard Fuller to send out an E –mail to all Race organisers with a few to any returns expressing an interest to stage in 2014 .	Richard Fuller
4.2	<u>Children's League and Fixtures</u> The committee to review the IRC Qualifying events at the next physical meeting the committee members are encouraged to submit proposals prior to the meeting for discussion.	ALL Note
5.0	<u>IRC 2012 - 13</u>	
5.1	IRC Funding contribution for 2012 was £120.00 This year's contribution is £400 which is a 1/3 of the event costs. This was not initially communicated. Now the funding has been explained TEER are in agreement to settle the invoice for 2012 and the future costs for 2013. RF to e-mail M. Barfield for the invoice to pay the 2012 fees (£120) <i>Fee's to date have not been requested – Note retained on Minutes</i>	NOTE
6.0	Academy Update The Chief Coach's Report: - Refer to the Appendix.	
6.1	The committee were interested in possibly providing future individual funding in the form of Bursary awards 3 Responses to on line questionnaire regarding – Costs of involvement for children to achieve academy levels, responses not conclusive. Appears travel costs to be most problematic to parents / Guardians. AN to provide a summary of the typical costs likely to be incurred by an athlete to attain academy level entry.	A.Nicholson
6.2	A proposal for academy coaching for Tristars to be tabled at the Next face to face meeting	T.Williams
6.3	Discussion regarding clubs being given additional titles ie as Talent Clubs, which is above Club mark & Starmark. Tim Williams to explain further at Physical meeting in May.	T.Williams
7.0	Technical Co-ordinator Update Technical Co-ordinator's Report: Refer to the Appendix.	
8.0	RPM Update :- Refer to the Appendix.	

Item	Notes	Action
9.0	Any other Business	
9.2	<u>Date of Next Meeting</u> Next meeting is 11 th September – Likely to be a Skype meeting	A.Nicholson
	Meeting closed 22.00	

17th July 2013 - Regional Committee meeting Minutes Appendices

Treasurer's Report	Report Submitted
Regional Head Coach's Report	Report Submitted
RPM Report – Essex / Herts/ Suffolk /Beds / Cams / Norfolk	Report Submitted
Technical co-ordinator Report	Report Submitted