

Triathlon England

West Midlands Regional Committee

**MEETING MINUTES**

**Annual General Meeting**

Date: 22nd October 2017

Time: 17.15

Venue: Tipton Academy Sports and Social Function Room

Written reports had been submitted from the Chair, Treasurer, Junior Coordinator, TE Regional Manager, WM Academy Head Coach, WM Skills School Lead Coach and Triathlon England Representative, which were to be emailed (along with the minutes of the AGM) to all clubs in the WM Region and TE members attending the AGM who had provided an email address.

**1. Attendance at meeting**

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| Rosa Teagle | Solihull Triathlon Club |
| Andy Teagle | Solihull Triathlon Club |
| Mark Stokes | Warley Wasp Tri |
| Heather Stokes | Warley Wasp Tri |
| Duncan Hough | BRAT |
| Sarah Taylor | BRAT |
| Lawrence Green | BRAT |
| Richard Cox | Stratford upon Avon Tri |
| David Bessant | EVT |
| Helen Seabourne | EVT |
| S White | BRAT |
| H Padmore | BRAT |
| Mark Deakin | Oldbury STC |
| T Smalley | SY Tri |
| B Smalley\* | SY Tri |
| John Townsend | Ludlow Junior |
| Ed Collins | Ludlow Junior Tri/Hereford Tri |
| K Bennett | Newcastle Staffs |
| Alex Sobolewski | WM Skills School Lead Coach |
| B Taylor | Solihull Tri |
| Kirsty Outhwaite | Regional Manager |

\*not a TE member

**2. Apologies received**

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| Christine Bertram | BRAT |
| Steve Lloyd | Regional Academy Head Coach |
| Nicola Goodwin | Hereford Triathlon Club |
| Karen Riley |  |
|  | Rugby Tri |
|  | Burntwood Triathlon Club |

**3. Welcome and approval of minutes**

Rosa Teagle (the Chair) welcomed those present (in particular welcoming Kirsty Outhwaite back from maternity leave) and then asked if there were any queries on the minutes from the previous AGM of 6th October 2016. There were no queries and the minutes were duly approved.

**4. Chair’s report**

The Chair gave a short report covering:

* The Regional Awards, which were to follow the AGM, had 150 attendees booked in, the largest attendance yet for the WM Awards.
* The Region now offered bursaries for L1 Coaching courses in some circumstances (which could applied for through the Regional Manager) in addition to the L2 and L3 bursaries and other CPD courses.
* The Coach Education courses had been taken back in-house by TE, with the Region now receiving a payment per candidate which would greatly reduce the money available to the Region, meaning that the Region would need to be prudent with its available funds so that current spending levels could be maintained for some time.
* The annual Sport England grant (£3,690 in previous years) would be reduced to £2,690 with an additional £1,000 specifically to support the WM Junior Race Series.
* A TO day was planned before the 2018 season.
* A new Junior Development role was being created to cover TS2 and TS3 teams for the IRCs, providing progression for those coming out from Skills School and a place where those wishing to try out for the Academy could improve.
* The 2018 Junior Series would be limited to TE members (although non-TE members would still be able to enter the events in the Series).

There was a query raised about what would happen to the money now retained nationally from the Coach Education courses. The Chair explained that this would effectively add to the money that TE had to spend in the Regions through the Regional Managers.

**5. Treasurer’s report**

Andy Teagle (Treasurer) explained the figures in the accounts provided to the meeting. The current cash balance is shown as £63,204.47. Within that figure there are ring fenced funds for bursaries of £23,570 of which only £7,685 has been spent. After taking into account all ring fenced and allocated funds there is a potential surplus of £20,459.12 to be carried forward for future spending.

**6. Junior Coordinator’s report**

Andy Teagle (Junior Coordinator) gave a brief report report of activity during the year. This included coming in last place in the IRCs, although Andy confirmed that the effort of the individual triathletes could not be faulted. This had prompted the split in the role for next year to introduce a Junior Development role, which was specifically targeted at preparing the teams for the IRCs.

**7. Officials/Volunteers Coordinator’s report**

Helen Seabourne (Officials/Volunteers Coordinator) reported that the online Officials system was now working well after some teething problems. There would be CPD opportunities coming up that would be advertised on the website and promoted to clubs by the Regional Manager. Helen noted that 92% of events in the WM Region were covered by officials, which was a god result, with the main gaps being junior events, which were more challenging for officials (although it was not the children causing the issues).

**8. Regional Manager’s report**

Kirsty Outhwaite delivered highlights from the Regional Manager’s report that had been prepared by Helen Barklam (who had covered Kirsty’s leave).

GO TRI continued to be successful with 35 event in the period from the beginning of April to 18th October. There would be a focus on the Birmingham and Stratford areas in 2018 and Kirsty anyone with input on that to get in touch with her. In the last year over 300 people had participated in GO TRI activities, including those aimed specifically at women. The intended focuses on deprived area and disability sessions is proving a challenge and again Kirsty asked for anyone who could help with that to get in touch.

Kirsty covered coach education, including the L1 (full) and L2 (2 places left) courses early next year, with the possibility of another L1 course in March (there was immediate feedback on that with 3 possible participants from Ludlow).

Following on from this year’s LTO course there was a possibility of putting on an RTO course in February.

A strength and conditioning course will take place on 4th November. That sold out in less than 3 hours so another course will follow.

The Committee has agreed to offer bursaries for a Head Coach course which is in the pipeline.

An Open Water Activator course is planned for March at Kingsbury Water Park.

Two clubs have achieved the new Tri Mark Bronze accreditation (SY Tri and Solihull) with two more awaiting sign-off (Warley Wasps and Teme Leisure). Both SY Tri and Solihull are now working on Silver accreditation.

Kirsty also promised to circulate details to all WM clubs of the four YHA locations in the Region at which clubs have access to free room hire under the partnership arrangements with the YHA.

**9. Regional Academy report**

Andy Teagle gave highlights from Steve Lloyd’s 2016/17 Academy report. Steve, as Head Coach, is supported two other coaches, Andy Teagle and Colin Lancaster (who is a run-specific coach).

There were 10 triathletes in the Academy with 5 affiliated triathletes (who had previously been full member of the Academy) being supported. 2 of Academy triathletes were selected for the England Talent Squad.

There were training days, weekends and camps during the year, including a camp in Portugal with most of the Academy which included some exceptional performances in the Portugal National Duathlon Championships. This led into the Performance assessment weekend in Loughborough. In August there was a camp in Morzine during which an Academy member unfortunately had a nasty crash.

2 Academy members took part in the major new relay format event in Nottingham (as seen on TV).

The first trials day for existing and aspiring academy members took place 2 weeks before the AGM with the second day taking place on 19th November.

**10. Skills School report**

Alex Sobolewski (Lead Coach) reported that in the last year 200 children and 50 coaches had participated in Skills School (the sessions being free for coaches).

Coming up, there will be an open session in December near Kidderminster, followed in 2018 by days in Shrewsbury/Oswestry and elsewhere before a planned return to Solihull.

Alex asked clubs interested in staging Skills School days with suitable venues (e.g. a pool or running track) to get in touch.

It was stressed that Skills School is not just for beginners as it covers all levels. It is intended to have a day involving joint activities with the Academy (aimed at older children).

**11. Triathlon England report**

Sarah Taylor (TE Representative) gave highlights from her written report:

* The Young Persons offering is being reviewed (Duncan Hough being part of that).
* Membership packages are being relaunched for Age Groupers and coaches, with a revised Junior offering being currently on trial.
* A steering group is working on a new framework for Regional Junior Series, with a more HQ-based and standardised approach.
* The TE Awards were changed this year (with no self-nominations) but there was a reduction in nominations so this will be reviewed again.

Lawrence Green (a members of the relevant TE Working Group) gave a very brief summary of the changes being proposed to the TE Regulations at the TE AGM in November as a result of the new Code for Sports Governance and asked for anyone with any concerns to get in touch with him.

**12. Election of Officers for 2018**

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|  | The following Committee members were elected by the meeting: |

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|  | |  |  |  |  | | --- | --- | --- | --- | | **Position** | **Nomination** | Proposer | Seconder | | **Chair** | **Rosa Teagle** | Sarah Taylor | Helen Seabourne | | **Secretary** | **Lawrence Green** | Heather Stokes | Duncan Hough | | **Web-Master** | **Christine Bertram** | Lawrence Green | Rosa Teagle | | **TE Rep** | **Sarah Taylor** | Heather Stokes | Helen Seabourne | | **Volunteer/Officials**  **Coordinator** | **Helen Seabourne** | Duncan Hough | Tony Smalley | | **Junior Series Coordinator** | **Karen Riley** | Andy Teagle | Alex Sobolewski | | **Junior Development Coordinator** | **Andy Teagle** | Sarah Taylor | Heather Stokes | | **Motor Officials Coordinator** | **Tony Smalley** | Sarah Taylor | Duncan Hough | | **Treasurer\*** | **Andy Teagle** | Lawrence Green | Heather Stokes | | **Non-Portfolio 1** | **Duncan Hough** | Sarah Taylor | Rosa Teagle | | **Non-Portfolio 2** | **Mark Deakin** | Sarah Taylor | Lawrence Green | | **Non-Portfolio 3** | **Heather Stokes** | Sarah Taylor | Lawrence Green | | |
|  |  |  |
|  | \* There were initially no candidates for this role but Andy Teagle agreed to stand again for this position. |  |

**13. Any other business**

There were no further questions raised.

The Chair confirmed that minutes of the meeting would be circulated to all clubs with copies of the written reports and contact details for the new committee.

The meeting then closed.