

Can you help please, 2 timesheets have been generated and then one cancelled throwing out the AWR count for this temp.

Linda has confirmed they did work 06/01 and 13/01 however timesheets should be week 11 and 12 and not 12 and 13.

Can you also alter the timesheet for week 13 so it does not have parity rates?

MINUTES OF THE CITY OF CHESTER TRIATHLON CLUB

ANNUAL GENERAL MEETING

Venue: Chester Rugby Club, Hare Lane, Chester

Date / Time: Thursday 17th November 2011 @ 19.30 hours

Attending (45) : Dominique Miller (Captain); Colin Wilson (Treasurer); Nania Mason (Secretary); Aaron Riley; Alan Cronin; Alison Leavens; Andy Hamilton; Bethan Hughes; Bree Sutcliffe; Brian Wilderspin; Claire Sutcliffe; Dan Craigen; Chris Malpass; Dean Hodge; Gill Mead; Gill Clingham; Iain Murray; Ian Sinclair; Jan Rogers; Jane Sharpe; Janet Morgan; Jean Ashley; Jonathan Goulding; Julie Shalloe; Kate Litherland; Kelly Crickmore; Kirsty Seddon; Lee Stockman; Lee Wild; Leigh Holland; Becky Holland; Linda Worrall; Malcolm Sloane; Matt Lawson; Neil Thomas; Niall Hickey; Nick Eastwood; Nick Rose; Peter Brook; Phil Townshend; Rob Monk; Simon McAllister; Sue Hubbard; Tony Dooley.

Apologies: Sally Napthen; Chris Morgan; Andy Wilkinson; Jill Wilkinson; Julian Evitts; Keith Peek; Sue Haslam; Sue Ellis; Cara Fishburn; Clare Pritchard; Andy Wyganowski.

. Welcome and Apologies

Welcome and Apologies read out for those unable to attend.

. Minutes from previous AGM

Minutes deemed as a true recording of last year's AGM

Agreed by Jan Rogers

Seconded by Neil Thomas

. Matters arising from Minutes

No matters arising from Minutes

. Election of Officers / Executive

There were no objections to the present incumbent officers remaining in their current positions and no-one had stood against them.

It was noted however that the 3 Executive posts could only be held for a term of 3 years according to the Club Constitution and that for the posts of Treasurer and Secretary only 1 year remained. (They would need to stand down and have a replacement by 2012

AGM). It was therefore asked that members consider volunteering for these posts and interested persons come forward to see what the posts involved / shadow.

. Captain' Report

Dominique Miller announced the following:

- Current Membership stood at 517
 - The Club had won the Event of the Year 2009
 - The Club had won the BTF North West Club of the Year 2011
 - The Club had won the BTF National Club of the Year 2011
- He gave thanks to the many volunteers, coaches and committee who had contributed to the Club's success.
- Janet Morgan had taken on the post of Membership Secretary
 - Nick Eastwood had taken on the new post of Social Secretary
 - Becky Holland had taken on the post of Club Kit Co-ordinator
 - Claire Sutcliffe had taken on the post of Coaching Co-Ordinator
 - After 15 years of service as Club Kit Co-ordinator Jean Ashley had stepped down. A presentation was made to her and thanks given for all her hard work and support
 - It was proposed and agreed that Jean Ashley and Sally Napthen should be offered Honorary Membership in recognition of their longstanding support to the Club
 - A request was made for more members to volunteer

. Treasurer's Report

2011 Accounts available on request further to the Summary included in the Minutes

Colin Wilson gave a summary of the Accounts for 2011 as outlined in the Minutes. He had produced a Summary of Accounts and a Detailed Summary.

In Brief:

- The Club had £530.77 more in the A/C than last year
- Total Club Funds amounted to £23,512.07
- The Club Events produced a positive revenue for the Club
 - Bolesworth Duathlon: £285.89
 - Dee Mile: £743.79
 - Deva Triathlon: £3,369.11
 - Deva Divas Triathlon: £3,137.37
 - Junior Triathlon: £729.56
 - Junior Aquathon: £1,216.00
- Membership Subscriptions amounted to £7,830.26

- Major Expenditure
 - New Website: £2,855.52
 - Xmas Party: £1,496.50
 - Pool Hire: £17,771.25
 - Coaching Cost: £5,660.00

Income from Swims: £20,936.60 (including Juniors)

It was noted however that there was a loss on swimming revenue due to non-payers at swim sessions.

Colin W remarked that it was thanks to the revenue received from the Events that the Club could support the activities the Club offered.

. Coaching Report

Claire Sutcliffe gave the following information:

- Current number of Coaches: 2 x Level 3 / 6 x Level 2 / 8 x Level 1 BTF Coaches
- The Coaches between them volunteered an average of 33 hours per week to coach sessions which would equate to approximately 1600 hours per year
- 3 club members (Les Church; Lee Stockman; Simon Greenwood) had been shadowing sessions and would be undertaking the BTF Level 1 course in December
- Members wishing to get involved with coaching were requested to contact Claire S
- She asked that if there were any members interested in leading bike rides to contact Alison Leavens as we were short on volunteers in this area
- Coaches' Meetings were held on a regular basis (the minutes thereof could be found on the Club website) and items for discussion for the Team from Members could be added to the Agenda
- Reminder that the full session diary could be found on the Club website
- She thanked the coaches for their hard work and commitment throughout the last year

. Dee Mile Reort

Chris Malpass gave a summary of the 2011 Race:

- There were 217 competitors in total for both races (87 more than previous year)
- Electronic timing was a success
- Race had filled very quickly
- He thanked all those who had volunteered to help
- Date for 2012 Race was to be Wednesday 12th June. Entries would open in early April

With a view to future developments Chris M expressed the wish to implement the following:

- Further develop the Race by introducing a Junior Race
- Increase race number to 500: 350 Classic Race; 100 Short Race; 50 Junior Race
- Hoping to introduce new Race Categories to build appeal of the Race
- There would be the same percentage split as this year re. wet suit / non - wet suit swimmers
- He asked for volunteers to help him run the races on the race day itself

. Deva Triathlon Report

Dan Craigen gave the following summary for the 2011 Race:

- There were a total of 392 entries (50 less than 2010) with 329 finishers and 20 DNF's. (The current economic climate was felt to have been a significant factor re. reduced numbers despite spending more on marketing and a more vigorous advertising campaign)
- Some costs were reduced but others outside their control (policing and road closure costs) increased
- Policing costs for 2012 were likely to increase further although road closures would be free due to the Council having adopted new procedures for not for profit organisations
- The Race made a profit of £3,369 but this included some exceptional costs (new club marquees and display boards)
- Expressed thanks to all marshalls for their support

With a view to 2012 Dan gave the following brief:

- Next year the Deva had been chosen as an Age Group Qualifier Event. There was therefore the expectation that entries would increase significantly. He would be hoping for 600 although he would be evaluating the possibility of allowing up to 800

- The Event had been opened 2 months earlier to allow people to spread the cost of entering several races over a longer period
- An early bird discount (that was £5 cheaper than last year) had been introduced to encourage competitors to enter our race first and get an idea of demand and therefore allow decisions regarding costs to be made earlier
- Already had nearly 150 entries
- Stressed that the success of the Race depended on volunteers and that next year he would like to make a special effort to show that Club - run events could compete with the best commercially run events with much better value for its competitors
- Requested that Club Members who enter a Club Event commit to helping out at one the the Club Races over the year
- It would be appreciated if Chester Tri members could give as much notice as possible with regard to helping out as it would allow better planning

Stated Aims for 2012 Race:

- Encourage grass root participation in the sport making triathlon accessible to as many as possible
- Focus on the needs of the competitors - meaning providing quality athlete care; having the best marshalls; having flexible entry and withdrawal policies; to be a fair event; put the needs of triathletes first; having the best race experience at a value cost
- Provide a revenue source that would enable the Club to progress with development of activities and events for members
- Provide the City of Chester with a major sporting event that attracted people into the area and demonstrated what club - ran / volunteer based events could achieve
- Support local business and people where possible

. Bolesworth Duathlon and Deva Divas Triathlon

In the absence of Sally Napthen, Nania Mason read a prepared statement outlining the following for the two events:

Deva Divas Triathlon:

2011:

- 300 entries with 240 competitors on the day
- Competitors greatly enjoyed the new venue which worked very well and was very successful
- Great report from the BTF Referee - full of praise for the new venue and organisation
- Brilliant support from sponsors - Global Bike (main sponsor); Anita; 9-Bar; Tri-Girl; Cycletta; Outdoor Activity Centre Anglesey; Sport Sunday Photography
- £7,400 was raised by Divas for Race Charity - Breakthrough Breast Cancer

2012 :

- Open for entry
- Same venue - part of the triathlon festival weekend with Little Deva (juniors 15 - 19 yrs) on the same day (30th June) and Deva the day after
- All sponsors were looking forward to supporting Divas for another year
- Dates for workshops (hosted by Global) and training days were now up on the website
- Supporting the same Charity as previous year

Bolesworth Duathlon:

2011:

- 131 entries with 121 competitors on the day
- Good race day with a lot of positive comments from the competitors
- Great report from referee
- Great support from sponsors - Global Bike

2012 :

- Open for entry
- Same venue - 4th March - Bolesworth Estate would be hosting the Event again
- Would need lots of helpers to mark out the bike course

. Junior Club and Junior Triathlon

Alan Cronin gave the following report:

- Junior section had 60+ active members (with a waiting list)
- Had been a challenging year as some scheduled events in the North West were cancelled due to lack of entrants (presumption - due to financial demands on parents) therefore ensured pricing structure was lower than other events
- Attracted more entrants than in 2010 (previous record year)
- Both Events were profitable with the Triathlon making £900
- Junior Club was making a healthy profit and not a financial drain on the Senior Club
- Aquathlon April 2011 - 103 entrants with 94 competing in race
- Triathlon Sept 2011 - 187 entrants with 167 competing in race
- Club end of Year Events to be held were: Bike / Swim / Run taking place in Nov / Dec 2011
- The above results along with Triathlon results from Sept would go towards an award for the winner of each age group plus an overall winner. To be presented at the Xmas Party at Wrexham Waterworld on 28th Jan 2012
- Juniors participated in North West Series and other events in the region with awards to be presented at BTF NW Ceremony
- Also trips to the Velodrome for taster sessions were organised and fully funded by the parents as well as scuba diving taster sessions
- Junior section had a very successful 2011 both financially and with membership

Looking forward to 2012:

- Aquathlon in April and Triathlon in Sept already confirmed
- For the first time a sponsor may be invited to support the events with an on-site presence. In addition companies had been approached to provide items for goody bags
- Pricing for the events would incur a modest price rise but still forecast to be lower than other regional events
- Little Deva on 30th June
This event was aimed at 15 - 19 year olds (male and female) and would be run as the first wave of the Deva Divas. It would be run over the same course thereby reducing organisational overheads. Sponsorship for this wave was still being finalised.
- Little Deva would have its own identity; logo; T-shirts due to it being an open event

With regard to growth the only constraint was pool time. New members in 2011 were invited to come along for the bike / run training. During 2012 more of the older Juniors would be encouraged to move towards the Senior swim sessions. (Some were already attending). It was important that Juniors were accepted at these sessions and encouraged to be active participants in the wider club. By taking this step new members could be introduced to the junior swim sessions and encourage growth with the Club overall.

There was a need to get more of the older Juniors onto the open roads. Research into how this could be managed in a safe and controlled way without incurring travel cost and time on parents was underway.

There were currently 8 active coaches for the Juniors 3 of whom only coached in the Junior Section. Parents were encouraged to take an active role in the Section with administration, event organisation and set up, coaching, registration etc making the Section truly family based.

. Club Kit

Becky Holland gave the following summary:

- MyTeam Giordana had been chosen as the club's supplier for Cycling Kit as it was deemed the most flexible. They required 10 people to make an order and they would send samples
- It would be necessary to visit the club website to order / pay before obtaining the product
- Triathlon kit was to remain at Eureka

. Next Year's Members' Events

Club Training Weekend

Alison Leavens relayed the following information:

- Training Weekend to be held in Malham (staying at Malham YHA) from Friday 4th May - Monday 7th May for 3 nights half board
- 42 places available
- Cost £107.50
- Booking form to be found on the website
- Required to pay the full amount
- Request for volunteers to help plan routes / sessions

Training Camp

Dan Craigen relayed the following information:

- Revisiting last year's venue in Fuertaventura on half board basis
- Cost £430 plus flights
- Dates 17th - 24th March
- Confirmation of 15 studios
- Book via website
- Details on Forum / in Bulletin

. Club Championships

Dan Craigen summarised as follows:

Winter League 2010 / 2011

- Total of 103 men and 61 women competed in the League
- Only 7 men and 4 women competed in all 5 disciplines
- Men's winner was Peter Brook (followed by Ben Birks and Dave de Winton)
- Women's winner was Jo Calleja (followed by Becky Holland and Kate Litherland)

Summer League 2011

- Total of 117 men and 68 women competed in the League
- Introduced Age Categories of Senior; 40-54; 55+
- Senior winners were Peter Brook and Claire Sutcliffe
- 40-54 winners were Iain Murray and Carol Coole
- 55+ winners were Alan Cronin and Jan Morgan

Winter League 2011 / 2012

- Winter League had already commenced with first run and duathlon completed
- New system of scoring implemented ranking everyone according to their age-adjusted time. Winner would be allocated 100 points followed by 99 for 2nd etc
- Aimed to bring competition closer and encourage greater participation
- No triathlon included in the League; more Borders League and Cross Country races included to increase participation in those events

Summer League 2012

- Events yet to be decided

Club Championships

2011 Winners

- Club Duathlon Champions: Simon Oliver and Gill Mead
- Club Sprint Champions: Peter Brook and Gill Mead
- Club Champions (Olympic): Peter Brook and Ruth Isaacs
- Club Champions (Middle): Nick Rose and Kelly Crickmore
- Club Champions (Long): Nick Rose and Jill Wilkinson

2012 Events:

- Duathlon: Oulton Park Spring Duathlon - 25th March
- Sprint Distance: Boundary Breeze - date unknown
- Olympic Distance: Shropshire Triathlon - 24th June
- Middle Distance: Any middle distance
- Long Distance: Any long distance

. Membership Fees

The problem of encouraging members to rejoin the Club in January was raised along with possible strategies to overcome this.

Colin Wilson put forward the following proposal:

- If existing members renewed their membership in January they would pay £20
- If existing members renewed and / or new members joined between the 1st February and 30th November they would pay £25
- If new members joined in December they would pay £20 and benefit from 13 months membership for the price of 12. This was solely for first-time members

Proposed by Colin Wilson

Seconded by Alan Cronin and Nick Rose

Therefore motion carried

The above would be implemented along with a better system to check membership subscription

. Review of the Constitution

It was put to the members if they felt there was a requirement to alter the Constitution and the response was negative

. AOB - previously informed

- Club Development Plan: the Committee would be having a meeting with regard to the CDP and moving it forward into 2012

- Cycling: there was no final concensus with regard to cycling. Ongoing discussion was required along with further development.

A lack of manpower also contributed to difficulties in making progress in this discipline. However objectives would be discussed and implemented pursuant to the CDP.

It was acknowledged that cycling was the least developed activity in the Club and that not as much progress had been made as would have been hoped for. The wish that the Club would improve the facilities it offered was expressed but it was emphasised that this could only happen with the participation of volunteers.

Colin Wilson brought the Meeting to a close by thanking those present for attending and further thanking those who had volunteered or helped the Club in whatever capacity for having made it the successful Club it had become.