

Chester Triathlon Club Management Committee Meeting Minutes 13th December 2017

Present :

Chris O' Hara, Ian Ainscough, Neil Thomas; Sue Ellis; Andy Hamilton; Nigel Waterhouse;
Leigh Jenkins

1. Update from Chris on current governance & welfare issues:
2. DBS checks
AH - It is not a BTF requirement that all coaches have a DBS check.
However it is questioned as soon as any query arises about an individual, and it would be seen as negligent not to have done it, if a problem were to arise.
Therefore the MC continues to expect that everyone who is coaching should provide a DBS certificate.
Either the Welfare officer should have a copy, or if the coach does not wish to provide a copy, there needs to be email confirmation from the BTF welfare Officer, that the person is not deemed to be a risk, and is considered suitable to coach.
This **bringing together of an up-to-date list is urgent. – action Hannah & AH.**
3. 12 Days of Christmas :
Looking good. There are two sign up sessions, where the cost will be covered by club. Costed as either Social or Sundries. Future use of Watt bike room by club is a possibility e.g. on days when weather does not permit a road ride. Similar possibility for doing a Zwift session.
4. Format of Committee meetings next year.
MC to meet every 5/6 weeks, of which 4 would be full committee meetings. Some discussion of alternative formats, but decided to stick with the current one, which has the whole club represented. LJ – If people could provide a short pre-meeting update, as had been happening for a while, it would leave the meeting better able to discuss points of debate and to arrange activities, rather than just hearing updates.
Sue to request when sending out Agendas.
5. Update on coaching -
SE & AH – provided an update on the plans for Coach Development which they have worked on so far. The first date is Jan 13th, at the session on Running at Christleton leisure centre, with Jenny Meadows. To be followed by a drinks and 'buttie session', when the rest of the plans can be discussed. **Sue to find a location and do booking.**
Sue to advertise the Jenny Meadows session to the members.
Sue & Andy to write an email to coaches with info about 13th Jan.
CO'H - wondered if the Spring Camp could be an opportunity for coaches to do some progressive planning of training.
Need to clarify if the coaches who have signed up, want to do coaching while away,

and if so, what recompense might be offered. Some coaches might relish the challenge of planning it, but others would absolutely not want the responsibility. Could be offered/discussed at the 'buttie session' .

NT - Similarly, coaches' views on the type of CPD sessions they would like, will be discussed.

6. Leigh to look at doing a light hearted **Christmas Greeting from MC to members**.

7. Actions from meetings.

Chris has drawn up a table of actions, to record who has committed to doing what, if the action has been completed and a date to aim for completion. This will help to track actions. Suggested that this could be done on a spreadsheet with shared access, for even greater effectiveness.