

Management Committee Meeting:	23 January 2019
Attendees:	Chris O'Hara; Neil Thomas; Ian Ainscough; Leigh Jenkins; Nigel Waterhouse; Aaron Riley; Anthony Brennan
Apologies:	

Minutes

1. No issues arose from the minutes of December's meetings. Jess sent through an update on the proposed social events for 2019 during the meeting, these were discussed. Notes below.
2. Review of actions:
 - a. DBS checks – it was confirmed that the club will refund any costs necessarily incurred by coaches in DBS checks. [NOTE – the Government website indicates that volunteers do not have to pay for standard DBS checks. **AB has e-mailed** the DBS customer service line to confirm if that applies to CTC coaches.]
 - b. LJ and JAC are working with Nigel to consider ways to support volunteering within the club. In particular, to ensure that volunteers have the best possible experience at our event and their support is properly co-ordinated on the day.
 - c. **CO'H to invite Dan** Craigen to the next Management Committee meeting (20 March) to discuss the Deva and how we can help take some of the burden of organization from him.
 - d. **NT and LJ** are continuing to explore a clocking-in system that would allow members to pay for sessions on line. BTF version is not practical for us.
 - e. Trimark Silver – IA has obtained the very vague details available from BTF about Trimark Silver. **AB to review the club's BTF page** and see if there is a dashboard with further details available.
 - f. AB confirmed that BTF insurance covers the club to run TT events, but the Cycling UK insurance does not. It does not cover personal liability for members taking part.
3. Discussion about the next meeting and confirmation that the February meeting should be the full committee. **AB to update** the rest of the committee with amended dates.
4. February meeting will be to discuss the development plan and each of the Leads to submit their element in advance of the meeting. **CO'H to contact Leads**

5. Exec Committee will meet to discuss a longer term (possibly 5 year) plan for the club. To consider what should the club be doing in 5 years' time? What should be its aims? How do we start to move towards that?
6. **CO'H to contact** ManTri and the BTF Regional Manager to see whether we can create any links. It would be useful to have contacts in other clubs, of similar sizes, to see if we can share ideas.
7. Discussion regarding the awards for next year. Iain Woods' process for administering the leagues/awards and getting trophies works well, and IW's diligence was recognised. Two matters to consider for 2019 were raised: (1) nominees were notified in advance this year, does this take away the surprise element?; and (2) when should the awards be presented? Discussion about whether an EOSP was the right option for 2019, the 'Mulled wine' party was considered or a more informal AGM with awards included.
8. JAC submitted a proposed outline for social events during 2019. It was noted that the Social Reps had come up with a great plan around the race season and there was a full calendar. Social Reps to be asked about what support they might require.
 - January - off-road runs, tea/coffee and refreshments and Borders league - bake sale
 - February - Ravi quiz night
 - March - Link in with Dave Press about advertising a club sportive- Cheshire Cat 24th March.
 - April - karaoke in Mount Inn? Fri 26th?
 - May - OW swim picnic.
 - June - OW swim picnic - look at the river and doing a BBQ at Eccleston?
 - July - OW swim picnic.
 - Aug - sat 10th Dee Mile - summer BBQ/family friendly festival on the meadows. Link in with ciara with our ideas.
 - Sept - ??
 - Oct - ??
 - Nov - AGM - Make it a Friday night, less formal, more relaxed and offer food.
 - Dec - Port, Sherry, mulled wine and Christmas carols.
9. Club subsidy of events was discussed. This followed a discussion about paying entry fees for cross country and extended into other events. It was agreed that hard and fast rules were not required. IA confirmed that the Run section is making money at the track, but it was agreed that it wasn't appropriate to link to income (e.g. Bike has no way of raising funds). Each of the sections can request funds as they think appropriate.

The committee will consider each request on a case by case basis and take account of these factors (among others): (1) The financial impact on the club; (2) Whether it supports participation and membership; (3) Whether it benefits the club.

10. Coaching update:

- a. AR confirmed that Athlete Factory has cancelled the booking for Watt bikes. There does not appear to be much take up for a spin class as an alternative. AR is looking at other options.
- b. AR is talking to Emma Bruning about coming back to do a technique specific session with the swim coaches.
- c. Swim coaching cover was discussed at length. At the moment Monday and Friday sessions are mainly covered by AR, Andy Howarth and Grant Carter-Moore. Sunday runs ok without a coach and the session put on the board, but there aren't many new swimmers who attend that session. Dan covers most Wednesdays and there has been a coach in his absence. Dom is covering Saturday sessions and the technique sessions are covered generally by Claire Sutcliffe and Diane Duret, with help from others.
- d. There is a need to get more coaches if we want to cover the whole week and not place too great a burden on individuals.
- e. **LJ will send out an e-mail** to seek more coaches. Highlighting the requirement for a level 1 coach to commit to 1 hour per month and receive 3 coached sessions per week.

11. The committee will consider who we might approach to see if they would be interested in coaching. Names to be submitted to CO'H. CO'H will then approach the individual to gauge their interest.

Next meeting – 27th February – Full Committee