

Committee Meeting:	27.02.2019
Attendees:	Chris O'Hara, Andy Howarth, Mike Waring, Nigel Waterhouse, Nania Mason, Aaron Riley, Susie Fourie, Charlie Price, Amy Edwards, Ciara Murphy, Leigh Jenkins, Jess Archer-Clowes, Sean Simmons, Anthony Brennan, Neil Thomas
Apologies:	Ian Ainscough, Iain Wood, Dave Press

### **Agenda**

1. Previous minutes;
2. Outstanding actions;
3. Strategy and Development Plan;
4. AOB.

### **Minutes**

#### **1. January meeting and actions:**

CO'H had e-mail Manchester Triathlon with the intention of setting up links and sharing knowledge. No response had been received from them.  
**(No further action at moment)**

CO'H had contacted several people who had been identified as potentially being interesting in supporting coaching. Sue Ellis, Ian Jameson, Jay Hadley, Christine Paramour and CO@'H were all keen to help.

SF mentioned that Dave Taylor had asked about ensuring that there was consistent cover for the faster group on Tuesday night runs. CO'H, IW, SF and MW all lead when available, but it would be helpful to have someone else. MW to speak to Juliane Moore to see if she would be interested. AR confirmed that there was a BTF activator course available for anyone who wanted to help. **(MW to speak to Juliane).**

IA had confirmed before the meeting that £10k had been paid into the Deva account.

#### **2. Strategy and Development Plan**

Each section was discussed and the minutes reflect the actions to be taken.

#### **General**

[captain@chestertri.org.uk](mailto:captain@chestertri.org.uk)  
[vicecaptain@chestertri.org.uk](mailto:vicecaptain@chestertri.org.uk)  
[secretary@chestertri.org.uk](mailto:secretary@chestertri.org.uk)  
[treasurer@chestertri.org.uk](mailto:treasurer@chestertri.org.uk)

Club will continue to work towards the Silver Trimark. This will ensure that governance is properly reviewed and maintained.

Agreed to maintain connections with Sport Recreational Alliance Group – limited need for them so far.

The complaints and disciplinary procedure had been reviewed and is available on the website. **[NW mentioned after the meeting he thought that there was to be a further review. NW will look at that.]**

Junior coaches have in process DBS checks for all new coaches. BTF process is followed for this.

### **Finance and Administration**

IA had circulated figures for the accounts before the meeting. Audit process for club accounts and Deva Divas underway. IA to confirm process with DC for Deva. **[IA to continue]**

Affiliations are up-to date. **[AB to check renewal dates]**

### **Development**

A broad discussion was had about what the club does or could do with its money. It was agreed that there was a need to consider the future options for the club.

This might lead to commercial links for the events or putting funding back into philanthropic causes. It was agreed that a small group should be set up to consider that. **[CO'H to speak to Ian Jameson about whether he wanted to resurrect the previous group.]**

AR mentioned that a survey was carried out about 4 years ago. It would be helpful to ask members for views again. **[AB to check documents handed over. Nothing in those documents]**

### **Membership**

Renewal rates remain good. Discussion about the renewals process, some recent glitches in the system and repeat e-mails. The reminder process seems to be effective.

CO'H mentioned that he has a couple of e-mails a week from prospective members. It was agreed that Chris could copy in the section leads on specific queries and possibly the age group reps.

AR enquired how many people join on the back of doing Deva or Divas. **[SS to check].**

CP asked about presence at events to encourage people to join. MW – people had spoken to him a 4 Villages when the gazebo was up.

AH considering making the Saturday swim open to all, rather than restricting to a limited number of sessions. AH to confirm with Dom that non-members should pay £5 on Saturday.

AR mentioned that the survey results indicated that new joiners found the sessions welcoming. The challenge appears to be on social events. It was acknowledged that this was difficult to get over. There are options to extend the social elements of sessions – like the off-road runs.

New starters can be identified through the database. May be an opportunity to use the Age Group Reps to encourage participation with the club.

AH mentioned that volunteering can be a social experience and something to sell to new members.

Discussion about nominated club races to encourage people to race together or support. This could be different events at each distance. Some events (UK Triathlon, Castle Series) will offer club discounts for group entries. The long-distance race seemed to settle on Barcelona, which wasn't great for supporters. **[Exec to consider again in advance of the 2020 season]**

### **Social Events.**

CM confirmed that she had approached the Council about a summer event after the Dee Mile. Ian Tordoff seemed positive, but the council meeting wasn't so positive. CM will arrange a meeting with Ian T to see what can be done.

An initial cost of c.£3,000 had been calculated, plus costs of food. The intention is for this event to be a thank you to everyone who has volunteered across the year. The other events can all support funding to some extent.

In principle, it was agreed that this should be explored further.

Once the summer event has been finalised, it will be possible to decide on AGM/Awards and a Christmas event. If there is a bigger summer event, the Christmas event will be a family event, like the mulled-wine party.

**CM, JAC and JH will provide an update for the Management Committee meeting on 20<sup>th</sup> March.  
Kit**

AE and CP have reviewed options for sleeved tri-suits. Endura suits would require a one-off £75 artwork payment. It was agreed that if people want to take up the Endura option, the club will pay for the artwork costs.

The suits normally sell for £270. If we order 10, the price will be £290. One-off suits would be £341. AH asked about options for separates, AE to confirm the position.

AE will put something on Facebook. AE won't order any kit to hold in stock. The order time is around 8 weeks. AE will get some samples to try at the swim sessions. **[AE to note on Facebook]**

This year is the club's 25<sup>th</sup> birthday. AE will look at the costs of something, perhaps mugs, to mark this. Consider whether these would be given to everyone in the club or to volunteers at events. **[AE to confirm]**

Everything else is currently in stock.

### **Coaching**

AR had sent through some updates to the plan before the meeting.

Development – swim smooth coaching will be running a session for all coaches on 9<sup>th</sup> March.

All coaches are DBS checked.

Diane is attending a 3-day course with Swim Smooth.

Level 3 coach training are not open for applications until the end of the year. AR is to look to get on and AH would be interested in that as well.

Training sessions – continuing to develop more coaches. There are several people who are lined up to support delivering sessions, but not going through the coaching qualifications.

Risk assessments are to be reviewed for the senior sessions. A question was raised about whether there were limits on the number of people allowed in the pool. BTF insurance covers 40, but Christleton suggested it might be 30. That number is regularly exceeded on Monday sessions. If the issue is requiring more life guards, the club will fund that. **[AH to confirm the position with Brio.]**

AR to consider whether we could offer Long Distance training sessions.  
**[AR to consult with Leads about options.]**

CO'H had spoken with a new coach at Total Fitness. He has offered a run technique session. **[CO'H to follow up.]**

AR confirmed that City Baths have time available for Monday morning swims. The Wednesday session is popular, averaging 23 swimmers. Agreed that AR will arrange a 4-week trial with paid COCSC coach to lead. Will review the numbers attending and impact on other sessions. **[AR arranged to start Monday 4<sup>th</sup> March 6 to 7.30]**

Bike – DP has suggested a club recommended Sportive again. The committee agreed with that, but one wasn't agreed. **[DP to make a recommendation]**

Marsh Tracks will be used as a TT session again. Jill Wilkinson is prepared to run her Tuesday night bike sessions during the summer and a group riding skills session.

Brick sessions would not be available from the Watt Bikes this year. **[AR to speak to Jill about options for Brick sessions on Tuesday night rides]**

First aid sessions are booked in for 2 Sundays and several ride leaders are attending.

Run – TF sessions remain popular. Lead for the fast group mentioned above.

It was agreed that Kelly Crickmore would be approached about putting on a run technique session again. **[MW to speak to Kelly.]**

MW confirmed that cross country had been success this year. The club had numbers for teams in each of the races, apart from the Championships. Numbers were slightly down on 2017/18, particularly of female runners (15 down from 20), but the championships being in Delamere had increased last year's numbers.

There have been good turn-out to the Borders league races, but number of female runners is down on last year.

### **Juniors**

Juniors had 2 more taster sessions earlier this year and several children have joined. There is a waiting list of 80. NM is to organise another taster session in March.

Jenny Meadows is coming again in March or April to do a pace session with the Juniors.

4 new coaches have taken their Level 1, and a new level 2 coach. DBS checks are in hand for all the new coaches.

### **Events**

NW confirmed that there would be 4 Aquathons – 1 per month from May. 2 fall on Bank Holiday Mondays. September isn't an option with the tides. Entry levels have been increased to 99. There will also be a single lap version. This is supported by Go Tri – which supports with insurance and PR.

Dee Mile – will keep with last year's entry limits. Entries are ahead of 2018, with an increased fee.

Christleton 5k – increased price for 2019 but filling up. The main issue is parking. The car park at the College of Law isn't an option. **[SS to explore possibilities with Cheshire View and a farm near the duck pond.]**

Deva – NM confirmed that there is a plan to have an appointed Lead person for each area. This will help to ensure that volunteers are properly used and supported.

JAC has been working on ideas for volunteers and has spoken to Andy White. There are several local charities who will provide marshals in exchange for a donation to the charity and allowing them to fund-raise. This would take some of the pressure off members and allow them to participate in their club's events.

It was mentioned that we could consider offering race entry to local running/swimming clubs for anyone who marshalled. For example – volunteer in 2019 and receive a free entry to Christleton 5k or Dee Mile.

### **Communications**

Initial feedback from the survey confirmed that Facebook and the newsletter are generally working well. There was one call for the forum to be reinstated.

LJ will circulate the survey feedback.

The Instagram and YouTube accounts still exist, but currently aren't used particularly.

**Next meeting – Management Committee Wednesday 20<sup>th</sup> March at 7pm.**