

Minutes of Committee Meeting, Somerset RC Tri 17 January 2017

Present: J Carritt, M Sauter, A Heaton-Jones, L Macklin, P Shergold (part-time),
S Redman, C Gunn, F White

Appologies: J Page, J Paull, T Lewis, J Warren, C Paull

- 1) Prior minutes of meeting 31 Oct 2016
Approval: Proposed: F White, Seconded: P Shergold
- 2) Club policy documents. Jo Carritt noted the following the committee member are assigned responsibility for producing succinct documents of approximately a single typed page for the following areas:
 - a. Child welfare & protection -- Max Sauter
 - b. Coaching conduct – P Shergold
 - c. Member conduct – L Macklin
 - d. Data protection & Comms -- A Heaton-Jones

Draft documents needed for review by the end of Feb.

- 3) Reports from the committee
Coaching report: P Shergold.

The number of coaches remains stable and that the club has sufficient spread of levels and numbers to meet current needs. For the purpose of future needs, the bringing on of club members into coaching assistant and level 3 roles will be progressed.

It was discussed that swimming aside, coaching of running and cycling is not covered to its fullest extent, to this end P Shergold suggested that he would identify bespoke run & cycle analysis that could be offered. M Sauter proposed that he would like to offer an additional running session for the club on a Wednesday evening during the lighter periods of the year. Members are encouraged to use the club's Facebook page to arrange ad-hoc session if they wish to train with similar capable persons.

Kings College has forewarned the club of swim pool hire fees increases. At present with the swim list system that the club has in place and the high utilisation, no immediate increase in club member subs is required. This however, may change as and when pool hire fees go above monies collect from members. Those present at the meeting, expressed that the Kings College, hire fees are competitive, and slight increases would be difficult not to accept.

Huntspill River swim will continue again in May (bank holiday) as it has in previous years. P Shergold & M Sauter reviewing options for canoeist or similar support, the £2 session fee paid goes towards paying for this support.

Treasure Report: C Gunn

Briefly, C Gunn reported that current bank account balance averages around the £4k mark. This is in-line with ongoing expenditure and receipts to keep the club's accounts in the black. A written mini-statement is to be provided as an appendix to these meeting.

Junior Report: M Sauter

The junior's session now only operates on a Sunday now that the Queens session has ended. At the meeting, the Club's website was updated to reflect this change. For the summer, a junior only ride session is being looked into along with additional coaching resources that may be needed for this.

The BTF is to operate a "skills school" in the South West region for juniors that may be interested in taking up Triathlon. Potentially this could increase/cause a waiting list at junior sessions.

Swim List Management: F White

The following number of swimmers are booked on each session:

Tues 7:30pm 17

Tues 8:30pm 12

Wed 5:45am 23

Wed 7pm 28

Thurs 7:30pm 29

Thurs 8:30pm 18

Fri 7:30pm 22 + 6 juniors

Fri 8:30pm 18 + 7 juniors

Sun 6pm (Juniors) 17

Sun 7pm 22

Club Kit

J Warren is phasing out of this role. All inventory, stocklist and supplier contact details must be handed over to a committee member to complete this work.

Social: T Lewis -- F White, M Baker (summer ride)

On behalf of T Lewis, J Carritt reported that alternative venues for the annual club dinner is being proposed to the membership for their input. In general, it was felt that a change to a more relaxed venue may encourage more members to attend. In addition to this, T Lewis will be arranging a club night out during March in one of Taunton's hostelrys.

F White indicated that she and Phil will again be happy to host the Club's summer 25/50/100 mile ride again for a third time. She is in contact with M Baker to finalise details and an announcement will be made.

4) AGM preparation & readiness

The next AGM will be arranged in April 2017, twelve months after the prior one. At present, there are vacancies on the committee and several committee members have been in a single role for more than the recommended 3 year term. To better understand how the committee might be elected at the next AGM, those remaining at the meeting were asked what their intentions might be:

J Carritt, standing in as chairman at present, would handover if a candidates presents. Would need to be relieved of club event organisation, if continues as chairman

C Gunn, has been in post as treasurer for more than 3 years, on the basis that it has taken several years to improve processes to streamline the job, is happy to continue.

M Sauter, has been in post as junior & welfare for more than 3 years, is keen to move into a different position on the committee and is interested in taking up the head of coaching role.

S Redman, honorary secretary for 2 years, would like to continue for one more year.

F White, OK to continue as Swim list manager, has been in post for 1 year

L Macklin, OK to continue as member's rep, has been in post for 1 year

For reference the Club constitution with regard to election of officer's states:

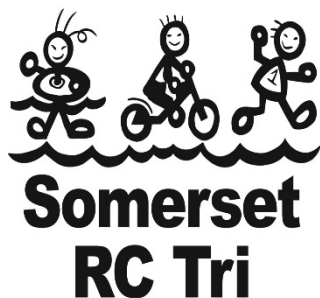
"Officers will be elected annually at the Annual General Meeting, and should be proposed and seconded by two existing members of the Club. All officers will retire each year but will be eligible for re-appointment. No officer will remain in post for more than three consecutive years unless no other candidates are nominated for a particular post.

If a post is not filled at the AGM, the Management Committee may at their discretion co-opt a member to fill a vacant post until the next AGM"

5) AoB

Bank accounts for race and club need merging: – J Carritt, C Gunn

6) Next Meeting 20 February 2017 18:30



Committee Meeting

Venue: Bridgwater & Taunton College

Date: 17 January 2017

Time: 18:30 – 19:30 hrs

Committee Matrix

Position	Name	Linked Email	Type
Chairman	Jo Carritt (acting chair)	joanna_carritt@somersetrcetri.co.uk	e
Vice Chairman	Jo Carritt	joanna_carritt@somersetrcetri.co.uk	e
Honorary Secretary	Stephen Redman	secretary@srctri.co.uk	e
Treasurer	Chris Gunn	chris_gunn@somersetrcetri.co.uk	e
Head of Coaching	Paul Shergold	paul_shergold@somersetrcetri.co.uk	e
Publicity/Comms	Anthony Heaton-Jones	anthonyheatonjones@googlemail.com	e
Welfare & Junior Co-ordinator	Max Sauter	mr.maxs42@gmail.com	e
Events Manager	Open		c
Clothing/Equipment	James Warren/Sarah	wazzajim@hotmail.com	c
Event human resources	Cathy Paull	clpaull@hotmail.com	c
Members Representative	Lee Macklin	i.leemacklin@gmail.com	c
Social Event Manager	Tanya Lewis	tanya.lewis@hotmail.co.uk	c
Race Director	James Page	jdppage@fsmail.net	c
Swim List Manager	Frankie White	frankie_white@somersetrcetri.co.uk	c
Club Race Captain	James Paull	james_paull@somersetrcetri.co.uk	c

Agenda

If you are unable to attend the committee mtg and have points to make, a brief written report by email should be sent in.

The agenda is as below

- 1) Approve Minutes of Previous meeting (Oct 2016) and update on Actions
- 2) update on club policy documents (as appendix to club Constitution)
- 3) Reports from Committee:
 - i) Treasurer
 - ii) head coach - general coaching report
 - iii) juniors section
 - iv) swim lists
 - v) club kit
 - vi) social
 - vii) races
- 4) Committee positions post AGM - committee members standing again, standing down, positions vacant, advertising to club in advance of AGM
- 5) AOB