

Colchester and Tendring Athletics Club

MINUTES OF THE COMMITTEE MEETING HELD ON 14 DECEMBER 2023

Present: Grainne Hallahan, John Henington, Jane Milburn, Jep Ronoh, Taliesin Stevenson, Kay Thompson

Apologies: Chris Harvey, Kate Sandercock, Simon Styles

1. Minutes of the last meeting and matters arising

The minutes of the meeting held on 19 October 2023 were approved as an accurate record. An update on matters arising not already on the agenda was provided as follows:

- It had been decided not to run a Christmas social event for members, although the volunteers Christmas meal would be going ahead on 21 December at the Gurkha Restaurant.
- The AGM and awards night had taken place as planned. For the next awards ceremony, it was agreed that further reflection was required on the nature of the event and associated promotion, as several members were unaware that it was happening. There was also scope to consider prizes rather than medals (for example club clothing).
- Committee minutes would be published on the website from the current meeting onwards, taking into consideration GDPR requirements. **Action: KT to publish**

2. Welfare and safeguarding update

The track incident (collision) noted at the last meeting had been reported to England Athletics and a full account was available on record. There were no further incidents to report.

It was noted that hi vis clothing was being worn by athletes when off site and members discussed purchasing more, possibly with the Club logo if not too expensive. **Action: JH to scope cost of hi vis vests with logo**

Coaches had been briefed on coach to athlete ratios and the Club was adhering to agreed expectations. A response from England Athletics regarding the Club's request for greater clarity on requirements was still awaited.

A list of athletes with declared medical conditions had been circulated, and WP and TS were working to ensure the list was complete. The importance of parents/carers updating medical records on LoveAdmin was noted.

With the recent cold weather, it was agreed that it would be sensible to send a reminder out to members about being appropriately dressed for training. **Action: JR to be trained on how to use LoveAdmin for communications**

3. DBS status check

An update from SS had been provided, noting that he had completed the DBS status check and that the Club was up-to-date.

4. Coaching and officiating update

It was reported that Martin Sergeant had now qualified as an Assistant Coach, and coaching vouchers were being used to support further capacity building (with Amy Milburn and Rosanna Holden to undertake practical Assistant Coach training in the New Year, and three other young athletes to be trained). Further possibilities for increasing coaching capacity were discussed. Members noted the availability of training for 14-16 year olds at a reasonable cost, which could provide a pathway to coaching. *Action: JH to check whether WP would still be acting as Coach Liaison*

In terms of officiating, JR noted that she was interested in training for a field official role, and GH noted that she was now trained in timekeeping. The need for a new Officials Coordinator was noted. *Action: JH to discuss possibilities regarding the Officials Coordinator role with KS*

5. Club pentathlon / spring event

The need to begin planning for an event in late March / early April was noted. *Action: SS to propose a date*

6. Changes to membership fees for 2024-25

JM planned to work on costings to inform this over the Christmas period. *Action: JM to develop proposal for discussion at next meeting*

7. Financial update

Noting the change in Treasurer agreed at the recent AGM, work was underway to change signatories for the Metrobank accounts.

8. Track timetable change

It was noted that all middle distance sessions had been moved to 7:30pm on Mondays, which would also help with ratios as coaching staff could be moved around if necessary. It would be ideal to run the same number of middle distance groups on Wednesdays, if an alternative coach could be identified to lead RH's group. There was also the possibility of extending the track booking to run a second Wednesday session for seniors, although this was currently on the back burner. *Action: JH to send reminder to everyone regarding middle distance session changes*

Members discussed possibilities for extending the range of disciplines covered, for example to incorporate hurdles and pole vault. WP could coach hurdles and one of the sprint coaches was also interested in this. With regard to pole vault, previous coaching support from Ipswich Harriers was noted. *Action: JH to speak to Ipswich Harriers regarding further pole vault training opportunities*

9. Sportshall training proposal

GH had been in liaison with SD regarding the development of a series of Sportshall training sessions next season, building on the success of this year's engagement with Essex Sportshall events (with four Club athletes representing Essex in the final). The aim would be to improve athleticism skills in sprints, jumps and throws and increase turnout at competition.

It was proposed that 12 indoor sessions would be scheduled between September 2024 and February 2025, to take place at St Benedict's Sports Hall on Thursday evenings between 6:30-8:30pm. There would be two hour long sessions per evening: one for FUNdamentals and a second session for U15/U17s, with a focus on strength and conditioning. A gate fee would be paid upfront for the entire season.

GH and SD would be available to coach, and three additional FUNdamentals coaches would be needed (noting that WP had already expressed an interest). In terms of training coaches, there were two options: (i) one coach to undertake a two day plyometric training programme for coaches at St Mary's University, which could then be cascaded out to other coaches; or (ii) all coaches to receive training from a strength and conditioning coach (three different coaches had been contacted for quotes, and training via England Athletics was also an option).

Members were supportive of the proposal and agreed that it should continue to be developed. *Action: GH to scope further and develop a costing model*

10. Indoor event promotion

To encourage engagement in indoor competition, it was agreed to actively promote the Essex and Eastern Indoor Championships (2-3 March 2024). Organising a coach to take members to the event was not realistic given that it ran over two long days, but car sharing options could be promoted. If members faced any barriers to entering or travelling to the event, they should be encouraged to speak to their coach.

11. Summer track and field season

In terms of the EYAL, SS had spoken to Colchester Harriers and Ipswich Harriers regarding the potential for two co-hosted Colchester meets (early May with Colchester Harriers and early June with Ipswich Harriers).

The Club was not planning to host an EAL, but these tended to be closer anyway. The Club would also not be hosting a SAL this season, but would continue to form a joint team with Ipswich Harriers.

The Club had been approached regarding hosting an EMAC on a Friday evening. This would be fully organised by Carey Hollick, and the only commitment from the Club would be to organise and pay for the track booking. Members were supportive of this.

Members noted plans to promote engagement in competition through setting competition targets for all athletes (U13+). *Action: TS to look at competition data and bring a proposal regarding targets to the next meeting*

12. Any other business

None

13. Date of next meeting

Thursday 11 January 2024, 7:30pm