

Colchester and Tendring Athletics Club

MINUTES OF THE COMMITTEE MEETING HELD ON 8 FEBRUARY 2024

Present: Chris Harvey, John Henington, Jane Milburn, Jep Ronoh, Kate Sandercock, Taliesin Stevenson, Simon Styles, Kay Thompson

Apologies: Grainne Hallahan

1. Minutes of the last meeting and matters arising

The minutes of the meeting held on 11 January 2024 were approved as an accurate record. An update on matters arising not already on the agenda was provided as follows:

- Plain vests had been purchased and were stored in the locked cabinet. Vests with the Club logo had been ordered from Striptees, with a 10 day lead time (so likely to be too late for the Club's takeover of Colchester junior park run).
- JR had been sent instructions on how to send LoveAdmin emails and TS would talk this through after a training session.
- It was agreed that more admins were needed for the coaches' WhatsApp group (only Glenn Hobbs and Warren Page currently). **Action: CH to request additional group admins**
- Further details were awaited on potential pole vault training, but in theory Warren Page could run sessions now that he had qualified as a Level 2 jumps coach. There was potential for a later Wednesday session once a month.
- In case of an emergency vehicle needing to enter the training ground, Sodexo had confirmed that the relevant Duty Manager would put the shutters down in the Clubhouse and unlock the main gate.
- Following a reminder, most coaches were now checking-in at the gate prior to their sessions, and this was proving beneficial.
- For the in-house competition on 17 March, Colchester Harriers were interested in being involved and volunteer names were awaited. KS would arrange the event, which would take place between 13:00 and 17:00 and involve junior athletes (U11 to U17). The cage was out of use so there would be no discus, and hurdles and relays would also probably be avoided due to time constraints. Participants would be asked to sign up in advance to aid planning, and Nick Booth would be invited to support the event in preparation for helping with EYAL league management.
- KT confirmed that competition dates had been corrected on the website. It was noted that there were currently only two confirmed EAL meetings.
- JH would communicate junior competition targets to members (provisionally one of each league meeting, depending on the final number of fixtures).

- GH was in liaison with interested parents regarding social event planning. Members suggested a summer BBQ with fun events (e.g. steeplechase, family relays).

2. Welfare and safeguarding update

CH noted that during a recent early Monday training session, seniors had been running in lanes 1 and 2 and sprinters in lanes 3 to 8. The best location for FUNdamentals was discussed, and it was agreed that it would be safer for them to run in the first lane to avoid sprinters (noting that seniors could run around them).

It was reported that there was ongoing discussion between the Club and Sodexo about appropriate dry areas for storage of athletes' clothing/bags and suitable locations for indoor warm-up.

3. DBS status update

SS reported that all relevant volunteers had a current DBS. In terms of keeping track of DBS status, CH noted that he had an old spreadsheet that could be updated.

Agreed action: JR to share welfare training certificate with SS

4. Sportshall training

It was noted that planning was ongoing, and that dates were being revisited to maximise coach availability.

5. NESS hosting

News was awaited from the NESS League on whether there was interest in the Club hosting a Junior race on 25 February at Hilly Fields to make up for the abandoned race on 21 January. A decision had been requested by 9 February to allow sufficient time to organise. If it did go ahead, JH would lead with support from TS.

6. Athlete workshop series

It was agreed to run a series of sessions for athletes on a range of topics, with an initial session on Wednesday 6 March after training (c.7:45pm) covering some of the specific challenges faced by female athletes. Ideally the sessions would take place every two months, and members were invited to suggest possible topics (e.g. nutrition) to KS, who would lead on this.

*Agreed actions: KS to promote first session on Facebook;
all to think about possible future session themes*

7. Summer competition update

It was reported that the cage would be out of action for the entire season (no date yet for its full replacement). JH was exploring other potential throws training options in conjunction with local clubs.

Due to the cage situation, it had been necessary to find alternative venues for the two events the Club had agreed to co-host. The 5 May event with Colchester Harriers would take place in Braintree, and a location was still being sought for the 2 June event with Ipswich Harriers (SS had contacted Chelmsford and was awaiting a response). A medical team had been booked for both dates. Nick Booth had agreed to help with EYAL league management, with support from TS.

The EMAC competition at the track would be on Friday 5 July (the lack of a cage was not considered problematical for this event).

8. Coach and official recruitment update

It was reported that Upali Ukwatti would be away from the track for two months (12 February to 12 April) due to a medical procedure, and so a replacement sprints coach was needed in the interim. Dylan Nyathi had yet to complete his training, but Rod Kendall was interested in becoming an Assistant Coach and could provide cover subject to completion of training. Members agreed to purchase of a training voucher to facilitate this.

Charlotte Mills was in the final stages of qualifying as an Assistant Coach, and Indi Gardiner had completed the training course (video to be completed). Others such as Steve Clark also needed to complete their video. It was agreed that it would be beneficial to have an Assistant Coach for the Seniors (faster group) and increase the number of Level 2 coaches across the Club, with potential volunteers including GH, CH, Alison Bennett and Dave Waterman.

In terms of official roles, Dave Waterman was interested in training to become a Level 2 track official later in the year.

9. Any other business

Sodexo update

SS provided an update from Sodexo on the following matters:

- the changing room refurbishment had been delayed
- the defibrillator was checked periodically by ground staff and tested every three months
- the acquisition of a dedicated storage container was no longer likely, and so Sodexo had agreed to partition off the black hut (at their own cost) so the Club could use this as more secure alternative storage to the green hut (the Club

would have access via a padlock). Sodexo had also agreed to compensate the Club for missing items that had been taken from the green hut.

NESS senior payments

Members noted a number of outstanding payments for seniors competing in the NESS league. It was suggested that the Club should move to online payments, which would be easier to track. This could also be beneficial for coach travel payments (potentially cash payments on the coach on the day and online payments if paid later). Members agreed that coach travel should continue to be free for team managers and officials.

10. Date of next meeting

Thursday 14 March 2024, 7:30pm, venue tbc