



## *Essex County Athletic Association*

Minutes of the Committee Meeting held on Monday 4<sup>th</sup> July 2016 at 19.30 hours in the clubhouse of Chelmsford Athletic Club, Melbourne Park, Chelmsford

### **Present:**

David Staines (Chairman), Claire Levey (Secretary), Gary Chandler (Treasurer), June Cork (President), John Weir (President Elect), Malcolm Bailey (Minute Secretary), Peter Cassidy, Ron Dawson, Allison Gillan, Matthew Gillard, Roy Meadowcroft, Kaye Merrywest, Paul Merrywest, Brian Panting, Ray Pearce, Jean Tierney, Brigid Wallen, Diane Wooller

### **Invited and also in attendance:-**

Alistair Gillan (aQ2 Limited)  
Karen Stephanou (Club and Coach Support Officer for Essex & Herts, England Athletics)

### **1a) Apologies for Absence**

Dot Ferguson, Paul Mingay and Gerry O'Doherty.

### **2) Minutes of the last meeting**

Following amendments were noted:-

Item 4a) Due to family commitments John Stow is unable to stand in as an interim team manager for the MU17's this year. Volunteers for this post would be welcomed.

Item 4b) Tony Benton is the Club Chairman of Havering AC.

Item 6) Last sentence paragraph 1 should read 'The relationship between England Athletics and UKA appears to be under strain'.

Otherwise, the minutes of the meeting on Monday 6<sup>th</sup> June 2016 were **approved** as a true record of that meeting

Proposed by Jean Tierney and seconded by Ray Pearce.

### **3a) Matters arising**

Dave Staines has written to Chris Jones (CEO – England Athletics) seeking clarification of the issues raised at the meeting of 6<sup>th</sup> June 2016. To date a response has not been received and he will report back at the next meeting. All other outstanding matters arising are covered in this meeting.

### **3b) Treasurer's matters**

Gary reported that income from the first three days of the County Track & Field Championships were better than the previous year. Day 1 at Thurrock a profit of £13 was made (2015 – loss £670) with income up by some £1600 from days 2 & 3 (Chelmsford).

### **3c) Social Media/Website**

Following a discussion at the last meeting, Alistair Gillan ("AG"), Director aQ2 Ltd was invited to this meeting. He had previously submitted a proposal to set up a new website and assist with improving communication via the various Social Media channels for the County. (Full details of this tender can be found in the minutes of 4<sup>th</sup> April 2016).

AG clarified that he would not be involved in the day to day running of the new site as this can be administered by volunteers within the County. Consequently, the cost of the website to the County will be the initial set up fees. AG is happy to provide, free of charge, ongoing support assisting Gary Chandler with the administration of the Facebook site.

If we require any additional support, AG would charge the County at the rate of £50 per hour.

AG showed the Meeting various athletic clips which demonstrated what the promotional films would look like on the website. These were well received by those present. It was also suggested that there would be a 'shop' link on the website which would enable competitors to enter County events, with payment taken over the internet (although there would be handling costs involved).

Discussion took place about the benefits and the level of costs associated with the proposed website. A vote was taken whether to accept the tender from aQ2. This was carried by a majority vote with one member against the proposal and three abstaining.

Claire Levey suggested setting up a working party to discuss the new website which will include those people that will have administration rights (Claire Levey, Gary Chandler, Dave Staines & Ann, Chris Akehurst, Malcolm Bailey, Kaye & Paul Merrywest, Dave Keeley, Alistair & Allison Gillan & Gerry O'Doherty). This proposal was welcomed and Claire will contact the individuals to invite them to a meeting. This will be held at Thurrock AC. Date and timings to be advised.

#### **4a) Correspondence**

Claire has received an email from the South of England Athletic Association asking whether the Indoor Track & Field Championships which are scheduled to take place over the weekend 4/5 February 2017 could be changed because their Cross Country Championships are taking place the previous weekend. They are concerned that competitors will be asked to take part in events over two consecutive weekends. Unfortunately, it is not logistically possible for the dates for the Indoor Championships to be changed so Claire will contact SEAA to advise that we are unable to support their request.

Claire advised that nominations for the 2016 England Athletics Regional and National Awards are now open

The categories are:-

- Club of the Year
- Coach of the Year
- Official of the Year
- Volunteer of the Year
- Services to Athletics
- Project of the Year
- Run England Group of the Year

Details are available at <http://www.englandathletics.org/2016-awards-nomination>.

#### **4b) Club/Committee Register Changes.**

No changes to report.

Reported that there are clubs in Essex that are not affiliated to the Association. These include, Southend Flyers, Rochford Runners, Thurrock Nomads, Chafford Runners and Harold Wood Running Club. Some of these clubs are recreational clubs although it is understood that Rochford Runners will join. Ron Dawson will speak to them directly.

#### **5) Networking**

Nothing to report

#### **6) Regional Reports**

Nothing to report.

#### **7) Track & Field**

Kaye advised that entry into the Track relays, which are being held at Southend AC on 27<sup>th</sup> August 2016, will be by way of a block entry system. The entry form will ask for name, date of birth and race that the competitor will be taking part in. England Athletics numbers will be checked. Entry forms will be available shortly.

10k track championships (which are being held at Braintree on Wednesday 20<sup>th</sup> July 2016), Gary reported that he has received 26 entries to date but all of these are male runners. Spread of anticipated times are between 32 and 41 minutes. Runners will be seeded on times. Dave Staines will co-ordinate the results and present the medals.

The next Track & Field sub- committee will take place at the club house of Chelmsford AC on 24<sup>th</sup> October 2016 starting at 7pm.

## 8) Cross Country

Updated summary of fixtures (from those advised at the last meeting) are as follows:-

<b>Date</b>	<b>Fixture</b>	<b>Venue</b>
<b>Saturday 24<sup>th</sup> September</b>	Essex X Country Relays	Hockley
<b>Sunday 2<sup>nd</sup> October</b>	Southend 10K	Southend
<b>Sunday 2<sup>nd</sup> October</b>	Pleshey Marathon – Essex Champs	Pleshey
<b>Saturday 8<sup>th</sup> October</b>	Essex X Country League – race 1	One Tree Hill
<b>Sunday 9<sup>th</sup> October</b>	Tiptree 10	Tiptree
<b>Saturday 22<sup>nd</sup> October</b>	SEAA X-Country Relays	Wormwood Scrubs
<b>Saturday 29<sup>th</sup> October</b>	Essex X Country League – race 2	Hylands Park (still to be confirmed)
<b>Sunday 6<sup>th</sup> November</b>	Billericay 10K	Billericay
<b>Saturday 19<sup>th</sup> November</b>	Essex X Country League – Race 3	Cambridge
<b>Sunday 20<sup>th</sup> November – usual date but TBC</b>	Chelmsford 10K	Chelmsford
<b>Saturday 26<sup>th</sup> November</b>	Essex Vets, U13, U15 X Country Champs	Writtle
<b>Saturday 10<sup>th</sup> December</b>	SEAA Vets & Inter County X Country	Horspath Track, Oxford TBC
<b>Saturday 7<sup>th</sup> January</b>	Essex Senior X Country Champs	Stubbers
<b>Saturday 14<sup>th</sup> January **</b>	Essex Schools X Country	TBC
<b>Saturday 21<sup>st</sup> January **</b>	Essex X Country League – Race 4	TBC
<b>Saturday 28<sup>th</sup> January</b>	SEAA X Country Champs	TBC
<b>Saturday 11<sup>th</sup> February</b>	Essex X Country League – Race 5	Colchester?? – TBC
<b>Saturday 25<sup>th</sup> February</b>	National X Country Champs	Nottingham
<b>Sunday 5<sup>th</sup> March</b>	Essex 20 mile	Langham

Brigid Wallen will contact Braintree AC to ask whether they could host an Essex XC League fixture.

## 9) Road Running

The Essex 10k Championship race is taking place on Sunday 10<sup>th</sup> July 2016 at Felstead. Gary reported that the race had sold out (max. 550 entries) with 293 runners competing in the Championship race.

#### **10) Trophies**

Roy Meadowcroft reported that two County trophies for the 800 & 1500m held by Dale King-Clatterbuck need to be collected. Attempts to contact him have been unsuccessful. Kaye has his contact details and will forward them to Roy. Dave Staines has agreed to collect the trophies.

#### **11) Walking**

Nothing to report.

#### **12) Officials**

Diane Wooller reported she is still short of officials to act as 'take over judges' at the forthcoming Track relays on 27<sup>th</sup> August.

#### **13) School Liaison**

Bob Mansell e-mail has changed. June Cork will advise Claire of his new address so that the County records can be updated.

#### **14) Any other business**

Karen Stephanou outlined her role as the Club and Coach Support Officer for Essex and Herts. Clubs that are on the Essex borders, but fall within a London Borough are supported in this role by Guy Spencer.

Karen works with clubs in a variety of ways including assisting them achieve Club Mark accreditation, help with grant applications, recruitment of new members, club development & structure, arranging flying coach's visits and organising workshops for Leaders and Coaches. Also focuses on recreational running working closely with Active Essex. Jointly they are seeking to deliver a target of 400 new runners by the end of October. In talks with Active Essex, on the delivery after October to March 2017 of a further 400 runners. Karen is also in the process of setting up 18 new satellite clubs in the Essex area which will be linked to clubs to start from September. She has obtained funding of £37,415 from Active Essex to deliver this programme. Aiming for the number satellite clubs within the next three years to reach 35.

She has provided her current coaching and club development plans together with a poster for the running forums in Essex. These will be sent to all clubs with a copy of these minutes.

Dave Staines raised a concern about the lack of Specialist Track & Field Coaches in particular Pole Vault. Karen advised the meeting that coaching accreditation is under review.

Paul Merrywest mentioned that clubs in Essex are aligned to three different Network Groups, namely Essex, Suffolk Essex and Lea Valley and feels that this should be reviewed and that the Essex clubs should all join and work together to develop the sport of athletics in the County. Karen is to pass this message back to England Athletics.

Brigid Wallen enquired about the County providing grants to support individuals from clubs attending Coaching/Leadership Courses. It was mentioned that Active Essex are able to offer bursaries for courses and that they should be approached in the first instance. County could look at this on a case by case basis. This subject will be added to the agenda for the next meeting on 5<sup>th</sup> September 2016.

Meeting concluded at 9.05pm

## Summary of actions

Minute Ref.	Action	By Whom
2	Volunteers sought for the MU17 team manager	Clubs to raise this with their membership
3a	Feedback re clarification of issues raised about Park Runs sought from Chris Jones (CEO – England Athletics)	Dave Staines
3c	Organise working party group meeting to discuss new website	Claire Levey
4b	Contact Rochford Runners re affiliation to Essex AA	Ron Dawson
8	Contact Braintree AC to ask whether they could host an Essex XC fixture	Brigid Wallen
10	Collect 800 and 1500m County trophies from Dale King-Clatterbuck	Dave Staines

## Meeting agenda for Monday 5<sup>th</sup> September 2016 7.30pm to be held at Chelmsford Athletic Club, Melbourne Park, Chelmsford

1. Apologies for absence
2. Minutes of the last meeting
3. Matters arising  
Treasurers Matters
4. Correspondence  
Club & Committee Register changes
5. Networking
6. Regional Reports
7. Track & Field
8. Cross Country
9. Road Running
10. Coaching bursaries
11. Developing the working partnership with England Athletics
12. Trophies
13. Walking
14. Officials
15. School Liaison
16. Any other business