

Minutes of the Committee Meeting held on Monday 5th September 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), Ron Dawson, Mick Emms, Roy Meadowcroft, Kaye Merrywest, Paul Merrywest, Ray Pearce, Brigid Wallen, Diane Wooller

1a) Apologies for Absence

Linda Bates, Peter Bates, Brian Cox, Dot Ferguson, Allison Gillan, Mathew Gillard, Paul Mingay, Gerry O’Doherty, Brian Panting, Jean Tierney.

2) Minutes of the last meeting

The minutes of the meeting held on Monday 4th July 2016 were **approved** as a true record of that meeting

Proposed by Ray Pearce and seconded by Claire Levey.

3a) Matters arising

Matter	Update
Volunteers sought for the MU17 team manager	Team Manager position remains unfilled. A volunteer is still sought. It was suggested that perhaps a parent of one of the runners might be approached.
Feedback re clarification of issues raised about Park Runs sought from Chris Jones (CEO – England Athletics)	Dave Staines reported that there is nothing additional to report. England Athletics continue to review its ongoing working relationship with Park Runs.
Organise working party group meeting to discuss new website	Working party still to meet. (Date subsequently agreed later in the meeting – Tuesday 25 th October at Thurrock start time 7.45pm)
Contact Rochford Runners re affiliation to Essex AA	Ron Dawson has made contact with the club. Gary Chandler to follow up.
Contact Braintree AC to ask whether they could host an Essex XC fixture	Braintree have agreed to host an Essex XC fixture on Saturday 14 th January.
Collect 800 and 1500m County trophies from Dale King-Clatterbuck	Trophies collected

3b) Treasurer’s matters

Gary has received a request from Keith Palmer to increase the re-imburement of expenses to athletes taking part in the Eastern AA Inter County Fixture which is being held in Peterborough in September from £10 to £15. At the recent Inter Counties T&F Championship held at Bedford reimbursement of £20 was paid.

The request was unanimously agreed.

Proposed John Weir and seconded by June Cork.

Gary has asked that as the year end is only 4 weeks away could all expenses for this financial year be claimed as quickly as possible.

Braintree AC has yet to claim expenses for the recent track 10k championships and Malcolm Bailey will chase.

Gary confirmed that there is a healthy balance in the County Bank Account although we have not yet paid out any costs associated with the new Website that is being set up by aQ2 Ltd.

3c) Social Media/Website

Gary reported that he has recently spoken to Alistair Gillan (aQ2 Ltd) and work on the new website is progressing. It was agreed that the working party group (invitees- Claire Levey, Gary Chandler, Ann & Dave Staines, Chris Akehurst, Malcolm Bailey, Kaye & Paul Merrywest, Dave Keeley, Allison & Alistair Gillan & Gerry O'Doherty) would meet on Tuesday 25th October 2016 at Thurrock AC. Start time 7.45pm.

4a) Correspondence

Claire reported that she has received the following correspondence since the last meeting:-

- Alyson Harvey (Hon. Secretary UK Counties Athletic Union) has advised that there will shortly be a de-brief following the England T&F Championships. It appears that there was some disquiet prior to and during the championships and Counties have been approached to provide feedback prior to the meeting. This has been requested by Friday 16th September. Members present were not aware of any issues that they felt should be raised.
- England Athletics are hosting a Competition Providers Forum meeting on Saturday 1st October 2016 at the Crowne Plaza Hotel. We are able to send two delegates. Dave Staines is to approach Keith Palmer to ask whether he would be able to attend.
- England Athletics, following a series of club conferences have advised that the athlete registration fee for the 2017/18 year will be increased by £1 to £14 with the club affiliation fee remaining at £100. The rise is due to a desire for England Athletics to maintain and enhance its current level of service, particularly as the nature of future Sport England funding for the period from 2017 onwards is unknown.

4b) Club/Committee Register Changes.

No changes to report.

5) Networking

A request has been received from Tony Benton, co-ordinator at Sportshall to sponsor sending a team to the Regional Finals. Grant sought £675. County supported this event last year to the tune of £650. Request was supported. Proposed Kaye Merrywest and seconded Ray Pearce.

This has been agreed on the understanding that Tony Benton will provide a full report to County of the event to County.

6) Regional Reports

Nothing to report.

7) Track & Field

Since the last meeting, two County events have taken place. These were the Relays/10k Walk and the Steeplechase which were held at Southend on the 27th August and the 10k Track from Senior Ladies and Men which was held at Braintree on the 24th August.

Entries for the relays were slightly down on the previous year; with no entry received in the Ladies Steeplechase event.

Evening finished on time although this was helped by the fact that there was not a Ladies Steeplechase race and it was suggested that timetabling of the various events is reviewed for next years championships.

Discussion took place re parents taking Video's and photographing at County events. England Athletics is committed to providing a safe environment for children and young people under the age of 18, Essential to this commitment it is necessary that all necessary steps are taken to protect children

and young people from the inappropriate use of their images in resources, internet and media publications.

It was suggested that a notice is placed at the point of entry into the venue (as well as the entry forms) of the event to remind spectators of EA's policy governing taking such images.

Dave Staines reported that the 10k track event well although there were some learning points to take forward to next year's event.

22 of the 39 entries turned up on a hot and humid evening.. Ladies race was won by Sarah Pennington (Southend AC) and the Mens by Donatas Tumaitis (Woodford Green AC with Essex Ladies).

Lessons learnt; numbers should be on the front and the back of the competitors vests and results should be compiled in a 'quiet area'.

Team competition was thought to be a success and that Braintree was a good central location for everyone.

Orion Harriers have access to the track at Walthamstow and they have offered to host future County T&F events.

A question was asked about a track obtains the necessary grading certification to ensure its meets with UKA guidelines. Dave Staines will investigate

8) Cross Country

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

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

9) Road Running

The 10k road championship race took place at Felsted on the 10th July. There was a problem with the chip timing whereby every 7th runner was not logged. This was resolved by the Chip Timing company who reconstructed the results by watching the video that was set up at the finishing line. Not all the medals were awarded on the day.

The next two County races are the Plessey Half (2nd October) and Tiptree 10 (9th October)

Next Endurance meeting will be arranged to take place in January 2017.

10) Trophies

Nothing to report

11) Coaching Bursaries

Chairman stressed the importance of ensuring that sufficient coaches are trained. It was acknowledged that some of the courses are expensive. Active Essex does offer bursaries to provide funding for individuals/clubs who are seeking to Level 2/3 and above coaching qualification. Guidance advise of their scheme can be located at <http://www.activeessex.org/Coaching/active-essex-coaching-bursary/>

If this is not successful, County would be willing to consider a request from a Club to support the cost of a coaching course. Applications to be made to Chairman/Treasurer.

12) Working Partnership with England Athletics**11) Walking**

Nothing to report

12) Officials

Officials/volunteers are still required to assist at the County Cross Country relay Championships which are being held at Hockley on Saturday 24th September.

13) School Liaison

Nothing to report

14) Any other business

Meeting concluded at 8.57pm

Summary of actions

Minute Ref.	Action	By Whom
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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 5th 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