

**Agenda of the Committee Meeting of the Mid Sussex Triathlon Club**  
**The Bent Arms Lindfield,16-1-17 at 8pm**

**1. Committee for Meeting**

Morwenna Hook	- Chairman
Jeremy Paine	-Vice chair
David Ricketts	-Club secretary
Rachel Baker	-Treasurer and Junior's secretary
Emma Jaffe	-Membership secretary
Kate Eifler	-Junior's secretary
Stephen Mcmenamin	-Race director
Neil Giles	-Head Coach
Roger Smith	-Press officer
Mike Hook	-Webmaster(apologies)
Julienne Stuart-Colwill	- social secretary (apologies)
Jean Fish	- welfare officer (apologies)
Julie Williams	- Open water swimming
Rob Hoodless	- Member without portfolio (apologies)

**Also**

Steve Alden	- Honorary Vice President
Mark Jordan	- Honorary President
Matt Critchley	-Volunteer co-ordinator (apologies)
Callum Murray	-publicity
Roger Smith	-press officer

**2. Minutes**

The minutes of the previous meeting were agreed

## 1. Club Coaching

Neil Giles reported that:

- We have 5 coaches due to finish their Level 2 qualification on 11 February
- 2 new coaches have begun their Level 1 qualification
- We now have documented Risk Assessments and Emergency Action Plans for club sessions available on the club website (Julienne still needs to create an RA and EAP for the Spin session)
- Note on club swims: pool lanes are becoming quite congested and the sessions are in high demand
- Coaches are now delivering Base Period training sessions at coached club sessions

## 2. Juniors

- We noted that the BTF had enthusiastically adopted the Go Tri name. For the BTF this is used to promote targets for activity in the adult (16+) population and there was national funding for this. This clashes slightly with our (preceding) use of the same name to promote juniors' activity. Mark Jordan will craft a letter to the regional BTF officer to make them aware of this.

## 3. Swimming

- Mark Jordan and Julie Williams plan to complete the OWS swimming course as set out below. This costs £60 and the club will contribute to Julie's expenses.
- The Open Water Course is an engaging workshop designed to provide the attendee with the opportunity to learn more about the new British Triathlon and Royal Life Saving Society UK Partnership, whilst learning and sharing experience on Water Quality, Water Safety, Course Design considerations and much more. Piloted in Spring 2016, the workshop is delivered by industry experts and is tailored to suit any size of Triathlon event, Open Water Swimming event or Open Water training session, with practical considerations and thought provoking exercises.
- Weir Wood New Year's Day swim: 4 club members participated in this event.
- Agreements are in place for swimming at Ardingly reservoir in 2017.
- The 5-3-1 swim is on 12-8-17. The results should be available on the internet the same day,

## 4. Mid Sussex tri race

- 61 places have been sold so far. The dedicated Facebook page has helped. Some blind triathletes have applied. We await the referee allocation from the BTF.
- Ideas for freebies and medal design were welcomed.
- £400 was left over from last year and this will be spent on Buffs for marshalls.
- The sponsorship team is due to meet soon.

## 7. Club Kit

- Endura kit has been ordered and paid for. This should arrive at the end of January.
- Kate will contact Dry Robes company to see the minimum numbers required for another order.

## 8. Treasurers' report

- Nothing new had arisen since the AGM.

## 9. Chairman's Report

### **Clarification of insurance queries raised at AGM**

Kevin James runs the core session and queried whether he is able to do so bearing in mind he is not a qualified coach. It was questioned what the insurance position would be in these circumstances (i.e. in the event someone was injured and the club and/or Kevin were sued). Steve Alden had also raised this issue as to leading club rides.

The club holds insurance with British Triathlon. As such, in the event the club causes injury, financial loss or damage, the officers and officials of the club are entitled to the following insurance protection:

- Public Liability: £15m Limit of Indemnity, in the event of an accidental injury to another person
- Employers Liability: £10m Limit of Indemnity, in the event of an injury to one of your employees.
- Directors and Officers: £2m Limit of Indemnity, in the event of a breach of duty, for example in relation to the mismanagement of the club's finances or corporate manslaughter

Morwenna has spoken to a Corporate Insurance Broker at Triathlon England, Robert Hampton and asked him about the queries arising at the AGM. He clarified that:

- The Club is covered by our insurance for any 'training' meaning sanctioned and/or delivered by and/or within a club environment.
- BTF would always recommend any coaching be delivered by the BTF's own trained coaches. In order for professional indemnity to attach to the coach he/she should be affiliated to British Triathlon.
- BTF would be comfortable if a training session was led (*rather than coached*) by a club member who is not a qualified coach but he/she must be an affiliated member of British Triathlon.
- BTF would always recommend that any 'run or bike leader' be individually affiliated to British Triathlon in order to obtain liability protection for him/herself.

- Run and Cycling Etiquette is very important and British Triathlon are in the process of putting guides together for clubs and one area relates to club runs and runs leaders etc.

The Committee agreed that we should seek training for those running the core/stretch sessions in any event so that they can become coaches. Morwenna will follow this up with Kevin.

It was noted that the Club's insurance cover does not extent to individual members. They should be encouraged to affiliate to British triathlon to obtain their own insurance protection. Whilst we do not consider membership of BTF should be a requirement to joining the club, we will add reference to it and encourage new members in the Club's welcome pack.

Details can be found on the British triathlon website:  
<http://www.britishtriathloninsurance.co.uk/members>

It was noted that we are of course talking about a theoretical risk of the club being sued. We just want people to get out training safely and any risk is minimal.

#### **Query raised regarding affiliate clubs and which sessions they can/cannot attend.**

A query had been raised as to whether affiliate club members could attend our pool swim sessions.

It was agreed that they could not do so as a result of:

- 1) This was not the agreement reached when discussions between clubs initially took place.

Crawley Wheelers offered our members the option to do their time trials at the same rate as members. It was then agreed that we should offer a reciprocal agreement to wheelers members to attend spin sessions. It was noted that the Wheelers offer extends to an *event* rather than *training* meaning there are different insurance implication.

Pete Harris then arranged that MSTC members got to join BHR long weekend runs, pub runs and Lewes track sessions and BHR were offered access to our spin & stretch classes, weekend bike rides. BHR were not offered access to our weekly pool training sessions. Each club references (and has links to) the other on its respective website.

- 2) Membership tourism.

We have a number of Burgess Hill Runners who pay us membership and swim subs so to allow non members to swim at no cost is then unfair to them and could result in a reduction in membership - i.e. I will join the cheapest club and train with both.

- 3) Overcrowding - pool swimming is already very overcrowded.

#### 4) Insurance position.

Ideally affiliates should be encouraged to join the club if they attend more than 4/5 training sessions with us.

It was agreed that we would continue to limit affiliate involvement to spin and core/stretch sessions. If people are coming to multiple sessions (i.e. more than 5) they should be encouraged to join the club. We will keep advertising local clubs on our site.

#### **Setting priorities for the Club for the next year**

- Morwenna and Jem are setting some priorities.
- One focus will be safeguarding issues - ensuring that the club's policies reflect the latest BTF requirements.
- If anyone has any other areas they consider should be included, please let us know.

#### 10. Social Matters

- It was agreed to continue awarding club prizes to athletes who attend the awards dinner (or their proxy). If neither attend the prize may be forfeited.

#### 11. Publicity

- Roger will continue to submit articles to the Middy and local papers.
- Callum Murray has kindly offered to help with the club newsletter and social media. This includes pre-publicity for the club race. He welcomes any contributions.
- There was a general discussion about how to capture the amazing variety of achievements of club members. It was agreed that we should set this out in the newsletter and we can use this as a basis for the club awards voting.

#### 12.. AOB

- A thankyou letter from Chailey regarding charitable donations to the adolescent programme was gratefully received.
- The Balcombe Bull Run insurance arrangements were discussed. The club's insurance has been used in the past and this may not always be appropriate. Morwenna will clarify this with Matt Record.
- Dr Jim's book was noted and members were encouraged to buy it.
- 5-3-1 event Saturday 12th August.
- Martin Shoemith pointed out that the club's "Sprint" record was incorrectly changed in 2016 and should revert to from Paul Newsome 1.00.56

- Steve Alden presented the Best All Rounder Races for 2017.

*For now I am keeping the scoring system simple. 1st MSTC athlete in each race gets 10 points, 2nd gets 9 points etc. Everyone who starts a race gets at least one point for competing.*

*There are separate SHORT and LONG BAR competitions, and separate MEN and WOMEN competitions. No-one can win both SHORT and LONG BAR competitions (you can enter races in both competitions, but I will use your best competition. Also your points in the 'other' competition can and do influence the results for other people which adds to the fun)*

*Please remember that these races are picked and organised to give a whole season of racing across the whole spectrum for less than £100 - in total - for 5 races! They were well supported this year, and it would be great to see lots of you at most of these races in 2017*

*Balcombe Bull Run Sunday 19th March SHORT BAR (approx 8k cross country)*

*Club Duathlon Sunday 2nd April SHORT BAR (5k,20k,2.5k) LONG BAR (10k,40k,5k)*

*50m TT cycling TBC LONG BAR (50 mile Time Trial)*

*5-3-1 Swim races Saturday 12th August SHORT BAR (1500m) LONG BAR (5000m)*

*MSTC Tri FEST Sunday 27th August SHORT BAR (1.5k,40k,10k) LONG BAR (1.9k,80k,20.1k)*

*10m TT cycling TBC SHORT BAR (10 mile Time TRial)*

*SUSSEX 1/2M Sunday 8th October LONG BAR (road half marathon)*

*I cannot confirm the cycling Time Trial dates yet as the website is not live yet for 2017 but I will keep an eye on it so that I can give you maximum warning for dates.*

*Happy Training*

*Regards Steve A*

- SteveMac suggested the club target the TESE Senior Series (see below). A coordinator is needed to do this.

The series consists of 5 events from around the South East region, with 3 events needing to be completed to be in the running. The focus for 2016 however changes from an individual to that of a club series, so more than ever it is about taking part and representing your local club over a few talented individuals dominating events.

<https://www.britishtriathlon.org/south-east/take-part/race-series/senior-series>

<https://www.britishtriathlon.org/south-east/news/senior-series-2017-6350>

12. Next meeting

Monday 27-3-17

As usual at the Bent Arms at 8pm