



Core Team meeting – 13 Jan 20, 20:00hrs, The Bell and Crown, Salisbury

Present :	Stuart Holloway, Chair, Craig Weatherburn, Gary Domoney, Karen Mundell, Secretary, Denise von Roretz, Assist Sec minutes
Apologies:	Alan Munro (Treasurer)

1. Minutes of last meeting: Accepted as true copy. Outstanding actions recorded in action review within these minutes.
2. Treasurers Update Not currently available
<p>3. Awards night 18 Jan 2020 Quick update –</p> <p>All on track to be a great evening. Karen has been liaising with Jo Pavey who will speak and present the awards. Andy Webb has done a brilliant slide show that showcases all the different branches and members of the club events, competitions and socials.</p> <p>Karen and Linda have met, to discuss awards format. Karen and Denise will organise a PowerPoint presentation on of nominees. The committee discussed putting on a Facebook Watch party of the event which SH agreed to film.</p> <p>SAL cup to be presented during the evening</p>
<p>4. Salisbury 2020</p> <p>17/ 18th Feb big illumination run/ festival at Salisbury Cathedral, group of runners from old Sarum down to cathedral. With a run through on Monday evening. Karen to liaise with organisers and inform Road and Junior Managers of numbers and time. Post note update, no longer required due to funding issue.</p>
<p>5. Star Track –</p> <p>Meeting with council has been held, dependent on school having the track completely ready. KM to consult with Lead coach DB for dates., 3 day course at Easter, 2 x 1 week courses in Summer. 10am - 3pm, Karen/Craig to organise a payment system on the website for the course</p>
<p>6. Minibuses for events</p> <p>Denise asked for clarity for recording as to how we fund minibuses for events. Road running/ cross country Transport to races, ferries or Buses, tickets currently £8.50 purchased by individuals to cover hire, petrol and parking. Decision Driver goes Free.</p>

7. AGM – Mon 20th or 27th

Discussion was held as to best date, decision was AGM will be held on 27th April 2020. **Action:** DvR to book football club and inform club members by 6th April is FB and email letter.

Action: DvR to Send email to all committee members requesting if they want to stand.

8. AOB

- a) **Road Running** reported that they had arranged to participate in an EA webinar on 28th Jan. This will be projected onto a screen to enable more run leaders to attend this training opportunity. If successful and well attended, it is hoped to do this for future webinars
- b) **Officials** Concerns had been raised by the official secretary as to the lack of officials in the club and the ability to host 2 major track events 1st SAL on the 24th April and the 2nd Wessex on the 14th June. The officials Secretary is actively trying to recruit new officials. KM who will be the meeting manager for the club's home matches said there should not be any issues with the SAL match going ahead as the indications are that we will have enough officials and can call on the other clubs if ours are not at a senior enough level. KM has written to the Wessex Young Athlete League and flagged that as the match follows the Wiltshire School Champs we will not have a Starter and a Track Ref and proposes that unless we have volunteers from other clubs, the match will have to be moved. **Action: KM** to write to AW to address his concerns
- c) **Virtual suggestion box** Discussions were held as how best members could contribute; a Virtual suggestion box was suggested in the club review **Action:** Craig to set up on the CoSARC web page.
- d) **Track Equipment** Discussion on the cost of track equipment required to enable us to host an Athletic match **Action:** Karen will provide list for us to discuss and approve if appropriate
- e) **AGM – Core Committee** Craig asked how core committee was formed. Karen stated that the Constitution states who the core should be. Over the last couple of years other officials had been invited to meetings, but as it was now large and at the suggestion of EA, the club had reverted back to the Core committee, with extended meetings to include all club officers every 3 months.
- f) **Complaint reference a club member** Karen stated she had received a complaint about a club member at parkrun, she had told the complainant that this should be referred to the Event Director at the Parkrun, and if further action was required then Parkrun would contact the club.
- g) **Coaching cover 1730 to 1830** Stuart asked about our obligations for coaching when the quad kids return late February. He has spoken to EA and they are satisfied we are doing the best we can. Karen will be the onsite level 2 coach, as she is renewing her qualification in February. The club has a best practice of no coach or coaching assistant being left to coach a group on their own. There must be at least two coach/coach assistants presents. 3 new coaching assistants qualified in November and 4 more are taking the course in February. We will have a good bank of coaching assistants but need more coaches to take it to the next level. There is a coaching meeting scheduled for 4 February.

9. **Date of Next Meetings** Extended committee – Mon 24 Feb . Core Mon 16 Mar

10. Summary Of Actions

20191014 Action: Coaching meeting to be set up during November. AM to organise Coaching meeting – Due to illness this had been postponed on 2 occasions, but a meeting has been set up for 4th Feb 2020. **Action Closed**

20191014 Action: Communication to new parent's reference coaching –Alan will send info to Craig who will load to the website. **On going**

20191014 Action: Discussions on improvement in pacing and encouraging runners to try faster groups to be held at next scheduled run leaders meeting. Following run leaders meeting new groups had been formed and run leaders encouraged to keep pace. The new system started Jan 2020 and seems to be working well. **Action Closed**

20191014 Commercial opportunities: Action: Review in the new year Karen to speak to identified contacts to see if there were any businesses that could help with sponsorship and write out to members. **Action: Ongoing**

20191014 – Club vision and plan : Date for vision workshop Thursday 11 March. 3 clubs Bournemouth Swindon and Southampton 5 to 6 reps? Attendees to follow. Plan will follow, for discussion in June Core meeting **Action Closed**

20191014 Job descriptions Action: Craig had researched some further clarification was required. **Action:** Craig will place Run leaders CIRF and coaching assistance onto Cosarc website it was decided to wait until after club AGM to write committee bios.

20191014 Track Fees – are not getting paid as well as they should. Email reminder needs to be sent to remind club members. **Action** Karen to send email **Completed. Action closed**

20191014 Safeguarding – Karen to contact EA **Action:** Craig to place safe-guarding link in the welcome pack. **Completed Action closed**

20191014 Action – Star Track to be discussed as an agenda item 20200113 **Action Closed**

20191014 Action Children being seen at night after much discussion it was decided to source flashing arm bands for children. **Lights sourced Action Closed**

20191014 Specialist Endurance training event. Dates offered 29 Feb, 14th Mar and 18th Apr. **Action closed**

20191014 Action: DvR will do a calendar representation of meetings showing frequency. **Completed Action Closed.**

2020113 Action: Club AGM - DvR to book football club and inform club members by 6th April is FB and email letter

20200113 Action: Club AGM DvR to Send email to all committee members requesting if they want to stand.

20200113 Action: Craig to set up Virtual suggestion box on the CoSARC web page.

20200113 Action: Karen will provide list of Track equipment for us to discuss and approve if appropriate