



Core Team meeting – 14 Oct 19, 20:00hrs, The Pheasant Inn, Salisbury

Present: Stuart Holloway, Chair, Alan Munro, Treasurer, Craig Weatherburn, Road Representative, Gary Domoney, Track Representative, Karen Mundell, Secretary, Denise von Roretz, Assistant Secretary (minutes) Date of meeting

1. Welcome

Karen explained the purpose of the meeting to review the club review report. Most of the research was done by viewing our web-site, chatting to COSARC members, committee. Rich Ayling (RA) enjoyed his visits to review the club on behalf of the England Athletics (EA). He spoke to road and track members and a variety of coaches. He highlighted a few things that were missing of our web site, i.e. minutes and an anti bullying policy. This is all discussed in point 2, and how we as a club will take this forward. He based his judgement of the club on whether he would join, this he informed us was something he would do if he lived nearer, as he had thoroughly enjoyed his runs on a Wednesday night and visit on a Tuesday night.

2. Discussion of EA Report

General comments:

Current Club Culture, Alan voiced his concerns that as we got larger, we could lose this.

With reference to performance athlete, we shouldn't change to suit performance athletes, but allow members to pop down and take it slowly. Our club did not have a problem retaining U17 girls, but the boys seem to disappear.

Winter program, we do now have floodlights, since moving back to the track, so improvements will be seen this winter.

The below relates to committee response to the Qualitative Feedback and the Actions proposed on the Review report:

Other events - we don't push as a rule as our members diaries are pretty full on with HRRL and x country. However, we always advertise runs via FB for people to look into should they wish. A list is being prepared of indoor athletic track meetings which we will publish on the website. Alan will talk to Shane Wilkinson to try and get more information, which we will also share. Wiltshire competitions are uploaded to the club website. Discussion around what the club requires is part of this, and there is a limit to what we promote.

Coached Sessions

Despite excel sheets being issued and a what's app group being introduced, it has been difficult to get advanced commitment and details of their session plans from coaches for quad kids sessions.

Alan reminded the meeting that in the past there was a more rigid routine for quad kids but this seems to have disappeared. Warm up lap, drills and wither a game and one quad event or no game and 2 events it was agreed that this should be re-introduced.

Action: Coaching meeting to be set up during November. AM to organise Coaching meeting – 1st week of November (8pm Leisure Centre, Tuesday 5 November)

Communication to new parents – **Action: Alan will send info to Craig who will load to the website.**

Run leaders further training

Extra night, Action leave to get Wednesday nights running better, and see if we can add later.

Meeting point for Wednesday night runs discussed – **Action:** after discussion, it was decided that there really is no better area to meet, as the leisure center offers car parking, toilets etc

Action: Discussions on improvement in pacing and encouraging runners to try faster groups to be held at next scheduled run leaders meeting.

Officials we are trying to encourage parents, and an official's course will be held in Salisbury in Spring.

Additionally, there is a coaching assistant course on the horizon on 2/3 November in Salisbury.

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.

Club Vision – What do we aim to do, how do we get there, Karen will contact EA/Rich for advice and set up a workshop.

Action: This will lead to a club plan.

Meet the teams – bios of core team members should be Chair, Assistant Chair/ Sec, Club Secretary, Treasurer, Road Representative, Track Representative & Club President.

Job description and training required – Coach, coach assistant, run leaders,

Action: Craig to research and report back at next meeting

Training we need to look to see what courses are available and promote. Track are looking at areas for coaches and athletes.

Committee meetings were deemed as being too big. Recommendations were to have smaller committees feeding into core.

Action: Core meetings to meet monthly

- Chair
- Secretary
- Asst Secretary or Asst Chair
- Treasurer
- Road Representative
- Track Representative
- President (courtesy invitation)

Enhanced committee meetings every quarter (next one scheduled for 25th Nov)

- Core team members plus
- Safeguarding representative
- Membership secretary
- PR manager
- Social representative,
- Website representative
- Officials secretary

Sub committee meets every 2 months –

Track/Young Athletes, -

- Young Athlete Manager
- Coach co-ordinator
- Track Team Managers
- Safeguarding representative
- Lead Coaches
- Officials Secretary
- Young Athlete Representative
- Either Club Secretary/Asst Secretary/Club Chair

Road/Cross Country

- Road Managers
- XC Managers including Young Athlete XC Managers
- Race Directors
- Either Club Secretary/Asst Secretary/Club Chair
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EA thought Track bands were a great idea. Stuart reported original quote too expensive. Alan is looking at an alternative, a lot cheaper. Craig will also look into alternatives

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**

Auditing – Alan has organized for checks to be done.

Safeguarding – Karen to contact EA regarding safeguarding session in liaison with welfare officers **Action:** Craig to place safe guarding link in the welcome pack

Vulnerable Adults – Discussions were held and we will review to see if we have any club members that can help with this role

18+ only at running nights, website has been updated to show this, but existing club members need to be reminded

Young Coaches Model, EA was impressed with the young people that were coaching. The club was looking to introduce a new model for coaching over the weekend where young coaches would coach a new special program and they would be paid. The club would still make a profit but it would free up young athlete/coaches from getting paid work at the weekends and missing matches. EA would like to use this model as a case study to potentially role out to other clubs in time.

Action: Alan/Karen looking at this weekend program but also the takeover of the Startrack events, to bring in both experience for our young athletes and a way to keep them by paying them (so they don't get a Saturday job)

Masters opportunities, this has been placed on the website.

Mental Health – There has been an interest, Karen is going to speak to EA to organize course dates

GP – referrals are already being informally made

Group Led runs – Development training is given every week. To be discussed within the Run leader meetings.

Coach courses sorted along with officials courses, Committee recognized the need to keep encouraging more people to volunteer.

3. Committee meetings going forward

EA Review document to be placed on the website, and the committee meeting minutes after it has been sent to the extended committee members

4. AOB

Discussed comments that had been made on the Committee FB page, this was to be discussed with relevant parties later in the week.

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

Karen had received communication from Tom Craig, who want to do special endurance training event in Salisbury, more details to follow.

Action: DvR will do a calendar representation of meetings showing frequency.

Date of Next Meeting: will be the quarterly full meeting on Nov 25th venue to be confirmed