



## ASHFORD TRI CLUB COMMITTEE MEETING

### **Present:**

Paul Barron – Chairman & Mens Captain  
 Simon Fox – Co Opted Member  
 Dominic Yacoubian – Co Opted Member  
 Alex Milne – Welfare Officer  
 Adrian Heathfield – Membership Secretary  
 Terry Crittenden – Co Opted Member  
 Jim Hawkins – Secretary  
 Kate Austen – Social Secretary  
 Phil Booth – Press Officer

**PBa**  
**SF**  
**DY**  
**AM**  
**AH**  
**TC**  
**JH**  
**KA**  
**PBo**

### **Meeting Held At:**

The Windmill, Willesborough.

### **Date:**

19<sup>th</sup> April 2010

### **Start:**

19:00

### **Finish:**

21:00 ish!

### **Apologies:**

Terry Foreman – Treasurer  
 Kate Keene – Kit  
 Matt Cross – Webmaster  
 Christine Johnson – Ladies Captain

**TF**  
**KK**  
**MC**  
**CJ**

Item		Action
<b>1.00</b>	<b><u>APOLOGIES FOR ABSCENCE</u></b>	
	<i>Christine Johnson – Ladies Captain</i>	
	<i>Terry Foreman – Treasurer</i>	
	<i>Kate Keene – Kit</i>	
	<i>Matt Cross – Webmaster</i>	
<b>2.00</b>	<b><u>MINUTES OF PREVIOUS MEETING</u></b>	
2.01	<i>Approved by AH &amp; TC</i>	
<b>3.00</b>	<b><u>MATTERS ARISING (NOT ON AGENDA)</u></b>	
3.01	<b><i>Governance Documents</i></b> - to be posted on ATC website. All in agreement.	State
3.02	<b><i>Updating of web page</i></b> – See section 10 below.	MC
3.03	<b><i>Minutes distribution</i></b> – to be issued within 2wks of meeting for approval and posting onto webpage.	JH
<b>3.04</b>	<b><i>Sponsorship</i></b> – New document with changes accepted by POD+. Contents read out at meeting and signed by both parties. Copy issued to Secretary for file.	State
	<i>POD+ also issued support figures as requested by TF</i>	JH TF

Item		Action
<b>4.00</b>	<b><u>COMMITTEE MEMBERSHIP</u></b>	
4.01	<i>Club Constitution to be amended to allow for 3no Co Opted Members. This to be ratified at the next AGM.</i>	JH
4.02	<i>Simon Fox and Dominic Yacoubian to be on Committee as Co Opted Members. Proposed <b>TC</b>. Seconded <b>JH</b>. Duly Elected</i>	State
<b>5.00</b>	<b><u>FINANCIAL REPORT</u></b>	
5.01	<i><b>TF</b> not present but provided a brief report for discussion. Full report to be issued at next meeting. Current balance = £4915 POD+ Issued Invoice for payment for Mugs for KWD</i>	TF State TF
<b>6.00</b>	<b><u>SPRING &amp; SUMMER PROGRAM</u></b>	
6.01	<i><b>Social Events</b> – KA issued schedule below for comment. Dates TBC where necessary.</i>	State
	<ul style="list-style-type: none"> <li>• <u>April/May - Transition Rules Training. 07.05.10</u></li> <li>• <u>April/May – Transition/Power Theory</u></li> <li>• <u>May – Activ Bike Maintenance TBC</u></li> <li>• <u>June – Sea Swimming Theory</u></li> <li>• <u>July – Pilates</u></li> <li>• <u>August – Track Running Theory</u></li> <li>• <u>Sept – Pub Quiz (End Of Season Session)</u></li> <li>• <u>Oct – Nutrition</u></li> <li>• <u>Nov – Night Mountain Bike Ride</u></li> </ul>	KA/Navin PBaNavin KA KA KA/CJ KA KA/Phil H PBo KA PBa
	<i>Other Social gatherings discussed include –</i>	
	<ul style="list-style-type: none"> <li>• <i>Last BH in May – Beer Festival at The Hooden On The Hill</i></li> <li>• <i>Post EG Tri Meal</i></li> <li>• <i>Post Givaudan Meal in Tenterden</i></li> <li>• <i>Post Lydd A Pub somewhere!</i></li> <li>• <i>“Go Ape” in Bedgebury</i></li> </ul>	KA/PBa KA KA/Alex T KA TBC
603	<i>KA to issue info to MC for addition to the Club Webpage</i>	KA/MC
6.04	<i>It was also discussed that whether we should/could invite other clubs along to our socials. A levy of £1 per non member was approved.</i>	State

Item		Action
6.05	<b>Weekly Programme - Spring &amp; Summer</b>	
	<b>Mon</b> – Free Time !	
	<b>Tues</b> – Swim Training at Ashford School Pool to continue to end of academic year. Then this will be reviewed and booked on a short term block.	TF/PBa
	<b>Weds</b> – “Not” Circuits at JR to continue upto & inc 28.04.10.	PBa
	<b>Weds</b> – Time Trials with Ashford Wheelers to start 28.04.10	TF
	<b>Thurs</b> – Running. Starting at Wye Church. Commencing 06.05.10. <b>AM</b> to lead to end of May. <b>SF</b> to lead after	AM/SF
	<b>Fri</b> – Socials TBC	
	<b>Sat</b> – Running at Kings Wood. Novice and Intermediate group to be encouraged. PBa to lead a Novice group session (Date TBC) Start time may be adjusted in the future TBC	PBa/Navin
	<b>Sun</b> – Cycle Rides. Rota to be drawn up by TC for 28.06.10 onwards. MTB session to be held on last Sunday in Month.	TC
	<b>Sun</b> – Sea Swim. Based in Dover Harbour from the 1 <sup>st</sup> Sunday in June. 16:00 start.	AH/JH
	1500m Swim TT with theory session to be arranged with CJ (Date TBC)	CJ
7.00	<b><u>NOVEMBER EVENT</u></b>	
7.01	Date proposed 21.11.10 at Kings Wood. Forestry Commission are OK for this date.	State
7.02	Format for the event to be formulated and tabled at the next Meeting.	JH/DY
8.00	<b><u>2010 CLUB RACE PROGRAM</u></b>	
8.01	<b>Swim</b> – Deal Regatta swim in July. Exact Date TBC but around 27.07.10	JH
8.02	<b>Run</b> – 3 Lakes 5k 04.07.10. Results to be Age/Gender Graded	State
8.03	<b>Club Programme</b> May 14 to 18 <sup>th</sup> – Lyonheart Training in Spain May 16 <sup>th</sup> – E. G. Tri June 6 <sup>th</sup> – Round the Lakes 5k (ATC Age Graded event) August 22 <sup>nd</sup> – Battle for Hastings Sept 26 <sup>th</sup> – Lydd Tri Oct TBC – Hollingbourne Hill Climb Oct 10 <sup>th</sup> – Givaudan 10k	
8.04	<b>Southwater Relays</b> – 05.09.10. Decided that ATC wouldn't enter formally	State
8.05	<b>Goodwood Duathlon</b> – ATC have been offered free places. JH to forward details to PBo to issue to interested club members.	JH/PBo
8.06	<b>Wigmore</b> – Not this year!	State
8.07	<b>Club Target Sprint Tri 2011</b> – Next years target sprint will be chosen from a list of local races	State

Item		Action
<b>9.00</b>	<b><u>KIT &amp; OTHER RESOURCES</u></b>	
9.01	<i>KK not present but provided a report for discussion.</i>	State
9.02	<i>Tri Suit &amp; Cycling Kit – UK supplier to be resourced due to lead in times and min quants . Maybe BTF will be able to advise. KA to liase with KK</i>	KA/KK
9.03	<i>T Shirt Supplier – struggling to fulfil order.</i>	KK
9.02	<i>Payment for Kit – KK asked if she could issue club bank details to purchasers to be able to pay straight into our ATC account</i>	KK
9.04	<i>Current Club resources – List being generated.</i>	KK
9.05	<i>Stock Of Kit – It was agreed to order a stock of ATC kit upto the value of £5k. KK to draw up a shopping list then add 5%</i>	KK
9.06	<i>Base Ball Caps – SF to investigate costs for an ATC hat. JH to forward contact details for “Frontrunner” to SF.</i>	SF
9.07	<i>KWD Surplus – JH to email members regards buying shirts at £3. Excess kit to be brought along to evening sessions and meets.</i>	JH
<b>10.00</b>	<b><u>WEBSITE</u></b>	
10.01	<i>Meeting Minutes – To be posted once agreed as correct</i>	JH/MC
10.02	<i>BTF Certs &amp; Insurances – To be posted once MC is issued the PDF</i>	JH/MC
10.03	<i>Outdated Info – To be archived</i>	MC
10.04	<i>Star Club Accreditation - To be added</i>	MC
<b>11.00</b>	<b><u>BTF / UKA / CTT</u></b>	
11.01	<i>UKA – Have lost ATC funds and are currently searching for them! Once situation resolved JH to email all members regards ATC/UKA affiliation and membership.</i>	JH
<b>12.00</b>	<b><u>COACHING</u></b>	
12.01	<i>The following are on or due to start Coaching Courses –</i>  <i>Christine Johnson = Level 2 Waiting</i> <i>Paul Barron = Level 1 Complete waiting for certs</i> <i>Terry Crittenden = Level 1 on 24 &amp; 25 April.</i>	
12.02	<i>Additional Coaches - It was agreed that the club needs =</i> <i>An additional Level 1 Coach by end of 2010</i> <i>An additional Level 2 Coach by end of 2011</i>	State
	<i>TC to check the current funding status from BTF for Coaches.</i>	TC
	<i>AH – Keen and wishes to go on the 24 &amp; 25.04.10 Level 1 course. Availability to be checked.</i>	AH/TC
	<i>AM – Keen. Date to be agreed for Level 1 course.</i>	AM
12.03	<i>Pbo to issue Press Statement regards the New Coaches when Pba and CJ Certs arrive.</i>	PBo

Item		Action
<b>13.00</b>	<b><u>CLUB COMMUNICATION</u></b>	
13.01	All Committee specific emails to be CC to all Committee Members	State
13.02	A monthly Club Newsletter is to be emailed to all Club Members	PBa
14.00	<b><u>ANY OTHER BUSINESS</u></b>	
14.01	<i>Will Ferrell has asked if committee is willing to set up an “ATC Facebook” page. All agreed as good idea. JH to ask WF if he was able to monitor it.</i>	JH
14.02	<b>Forum</b> – Pba to liase with MC to see if we can make the Forum more efficient.	JH
14.04	<b>Quiz Night</b> – TC to organise	TC
15.00	<b><u>DATE OF NEXT MEETINGS</u></b>	
15.01	<b>Committee</b> = 21.06.10 at The Conningbrook 19:00	All
15.02	10.05.10 - <b>Junior Section</b> Sub Committee	PBa/AM
15.03	17.05.10 - <b>November Event</b> Sub Committee	DY/JH
15.04	Date TBC – <b>Sponsorship</b> Sub Committee	TBC

**Item**

**Action**