Minutes of DTC Committee meeting – 10th March 2014

Attendees

Chris Nicoll, Paul Wilson, Hayden Smedley, Lindsay Appleby, Simon Rolfs, Gavin Fletcher

1. Apologies

James Cooksey, Mark Bullock, Clive Holland

Agenda

1. Apologies
2. Minutes of last meeting.
3. Committee members updates from previous meeting
   - 3.1 PMA Racing Agreement
   - 3.2 Club Lock-up
   - 3.3 Financial Update
4. Coaching slot (SR).
5. Short XC review and thoughts for 2014-15 (CN).
6. Kit Order update (Elisa).
7. Juniors Novice Training Day update (Hilary)
8. Derby Cycle Sport Partnership (CN).
9. English Athletics registration (GF).
10. Club Mark and Star Award (GF).
11. Free membership and coaches' feedback (SR).
12. Prize Dinner 2014 (Lindsey/Hayden).
13. GB funding support Rob Cog - procedure.
14. Web Site – Review of last update from Andy Thornton (28th Feb).
    i. How complete are we?
    ii. Webmaster.
    iii. Maintenance contract?
    iv. Do we go live 14th March?
15. AOB
16. Date and venue of next meeting.

2. Minutes of last meeting

Accepted

3. Committee Member updates from previous meeting

3.1 PMA agreement

The PMA agreement was accepted including the additional words related to the Barton and Foremark triathlon which was presented at the committee meeting by Chris.

Action 4.1 – Update the PMA agreement and issue to all parties concerned – Chris

3.2 Club Lock-up

Chris made a visit to the club lock and it was noted that there was a lot of equipment in there but we were not sure of exactly what this all was. Therefore there is need for a stock take to be undertaken and the committee informed.

Action 4.2 – Obtain a detail list of the contents of the club lock-up from the equipment co-ordinator – Gav

3.3 Financial Update

Paul was unable to provide an update at the meeting due to computer issues.

Action 4.3 - Issue details of the club accounts to the chair and ensure there is an update available for future committee meetings - Paul

4 Coaching

Simon Rolf is now a qualified Level 2 coach
Clive Holland is now a qualified Level 1 coach

There was a discussion on what the clubs aim is with respect to training but not major points to note. A further discussion will be had a later date to discuss this matter further

5 Short XC review and thoughts for 2014-15

This year's Cross-country went well with the men's team coming 3rd. A suggestion was made as to whether to join the North Derby League as their races are more central to Derby and the current league's facilities are poor.

Action 4.4 – Investigate further if there would be any benefit to joining The North Derbyshire Cross-Courty league – Chris

6 Kit Order update

The kit order had been made and all items had successfully been paid for via the BACS process. Elisa was not present at the meeting so a more detail update was not available

Action 4.5 – Obtain an update from Elisa on the ordering of club kit for the next meeting - Gav

7 Juniors Novice Training Day update

Hilary was not present at the meeting so no update

8 Derby Cycle Sport Partnership (DCSP)

Chris had a meeting on what they were planning in Derby and how they might be able to help us as a club. Chris mentioned that a more centrally located swimming venue for us. There was discussion around helping to promote the club and it was pointed out that DTC were not shown on their website currently. There will be further meetings in the future on a monthly basis which possibly Hayden Smedley could attend on the clubs behalf.

Action 4.6 – Expedite the inclusion of DTC on the DCSP website and discuss with Hayden about attending future meetings – Chris

9 English Athletics (EA) registration

To highlight and encourage members to join the EA it was agreed that the club would subsides all membership by 50% saving all members £5.

Action 4.7 – Email all members regarding EA and the fact that the club will be subsidising membership for 2014/2015 - Gav

10 Club Mark and Star Award

Currently the club have both of the above logos on the website but the current committee are unaware of how we got these and how we keep them going forward. Steve Tatem was involved last time around so he will be contacted to advise

Action 4.8 – Contact Steve Tatem for advice on the Club Mark and Star Award - Gav

11 Free membership and coaches' feedback.

Simon issued an email to all coaches and obtained mixed feedback from "ok" to "fine I won't join the club in that case". The committee still stand by its decision and this new rule will come in with effect from January 2015 as free membership for 2015 has already been granted

12 Prize Dinner 2014

Various venues have been circulated prior to the meeting with Littleover Lodge being the preferred. The social committee are planning on visiting the venue Wednesday 12th March.

13 GB funding support Rob Cog - procedure

Rob Cogings has qualified in his age group for the Sprint distance and there qualifies for club assistance. The club have agreed that once Rob has booked his flights and accommodation the committee will review his case and make a decision on the amount he will be awarded.

Action 4.9 - Let Rob Cogings know of the committees intentions regarding helping with his Age Group funding - Chris

14 Web Site – Review of last update from Andy Thornton (28th Feb).

I. How complete are we?
A meeting was held between Andy and Scott on progress but there hadn't been any as Scott has been too busy with his own work and moving house. Not future completion date agreed

II. Webmaster.
We still do not have anyone willing to undertake this role for the new website.

Action 4.10 – Contact the club members to see if anyone would be interested in undertaking the role of Webmaster – Gav

III. Maintenance contract?
Adrian has still been unable to make contact with Scott as Scott is not returning his correspondences

IV. Do we go live 14th March?
No and not future date able to be put forward.

The committee discussed at length what may happen if Scott didn't meet his commitments and came up with the following :-

- May need a maintenance agreement from a 3rd party and not Scott
- May need a new website all together
- May need to update the existing website to be more robust

The committee agreed to leave things as they were for the time being to allow for Scott to have more time to make the updates required and review what other website designers are out there in case an alternative option is required.

15 AOB

There will be lots of members taking part in either the Derby 10k or the Ashbourne Duathlon on 6th April so it would be good if people could get together afterwards.

Action 4.11 - Review the possibility of a having a club social on Sunday 6th April for participants taking part in either the Derby 10k or the Ashbourne Duathlon - Lindsey

16 Date and venue of next meeting.

The next meeting will be held at The Brunswick Pub, 7th April at 19:00

Action Table

Action No	Action	Owner	Date to be closed	Status
2.4	Advise the DTC committee of the any additional costs above the £300 at the next committee meeting	Hilary	03.02.14	OBE
2.12	Notify Tom and David Bishop of the complimentary membership	Chris	03.02.14	On-going
3.1	Invoice for car stickers to be paid ASAP	Paul	10.03.14	Complete
3.2	Review the alternative options for a pop-up tent/shelter for future use	Paul	01.05.14	On-going
3.3	The chairmen to review risk assessments etc. for OW and advise if there are any areas of concern	Chris	01.05.14	On-going
3.4	Discuss with the owner of Barton Marina which charity he would like the club to make a payment to as a thank you for the use of his lake for OW. A value up to £400 was agreed.	Simon	01.05.14	On-going
3.5	Arrange for the target races to be added to the website – Chris & Simon	Chris & Simon	01.04.14	On-going
3.6	Request further information on the funding surgery	Gav	01.03.14	Complete
3.7	Review the options available for a club investment	Paul & James	01.04.14	On-going
3.8	Purchase a club tablet and protective case	Hayden	01.04.14	On-going
3.9	Review the possibility of undertaken the tri-suit order direct with Taymory	Elisa	10.03.14	On-going
4.1	Update the PMA agreement and issue to all parties concerned	Chris	01.04.14	New
4.2	Obtain a detail list of the contents of the club lock-up from the equipment co-ordinator	Gav	01.04.14	New
4.3	Issue details of the club accounts to the chair and ensure there is an update available for future committee meetings	Paul	01.04.14	New

Action No	Action	Owner	Date to be closed	Status
4.4	Investigate further if there would be any benefit to joining The North Derbyshire Cross-Courty league	Chris	01.07.14	New
4.5	Obtain an update from Elisa on the ordering of club kit for the next meeting	Gav	01.04.14	New
4.6	Expedite the inclusion of DTC on the DCSP website and discuss with Hayden about attending future meetings	Chris	01.04.14	New
4.7	Email all members regarding EA and the fact that the club will be subsidising membership for 2014/2015	Gav	01.04.14	New
4.8	Contact Steve Tatem for advice on the Club Mark and Star Award	Gav	01.04.14	New
4.9	Let Rob Cogings know of the committees intentions regarding helping with his Age Group funding	Chris	01.04.14	New
4.10	Contact the club members to see if anyone would be interested in undertaking the role of Webmaster	Gav	01.04.14	New
4.11	Review the possibility of a having a club social on Sunday 6th April for participants taking part in either the Derby 10k or the Ashbourne Duathlon	Lindsey	01.04.14	New