

## BRJ Committee Meeting

Tuesday 3<sup>rd</sup> May 2022

Present: Samantha Ahern, Claire Ashton, Anna Best, Clive Best, Nicki McMahon, Paul Mitton, Annette Newton, Gerry Pye, Lisa Shacklock, Ian Shipley, Emma Stevens, David Ward,

Apologies: Jo Watts, Michelle Caspersz, Sophie Etheridge

1.Welcome/ Apologies	Claire welcomed the new committee following the AGM, and in particular the officers joining this year.	
2.Minutes	Minutes of the committee Meeting 11 <sup>th</sup> January 2022 were approved.	
3. Overview 2021/22 and ongoing plans/ actions	Claire described the work of the committee over the past year and highlighted ongoing work and actions to take forward. These were discussed in more detail in item 5.	
4. EA Club Standards	<p>Prior to this year's affiliation to England Athletics clubs were required to complete a self-assessment against 7 standards. EA recognised that clubs may not meet all of the standards but there is an expectation of working towards these. The standards are on the EA website, <a href="https://www.englandathletics.org/clubs-and-facilities/club-standards/">https://www.englandathletics.org/clubs-and-facilities/club-standards/</a></p> <ol style="list-style-type: none"><li>1. Constitution/ legal structure- standard met</li><li>2. Committee- requires 2 welfare officers, Emma recommends recruiting a welfare officer to link with the juniors.</li><li>3. Grievance and Disciplinary Policy- standard met</li><li>4. General Data Protection Regulation- standard met</li><li>5. Inclusion and Diversity Policy- draft policy circulated and approved by the committee. Self-assessment to be updated to reflect this. Further work on implementation plan.</li><li>6. Safeguarding- requires 2 welfare officers</li><li>7. Health and Safety Policy- Emma to draft</li></ol>	CA/ ES      AN   ES
5. Planning 2022/23	<p><b>Chair</b> Claire became club chair last year, and maintains an overview of club activities. She led the work to implement Clubpal and worked with David and others to develop multisport, including pool and lake swimming, a development plan for cycling and the links with St Ives Cycle Club. We were unable to recruit a communications officer last year and Claire organises the weekly email to members.</p> <p><b>Finance</b> Ian is finance officer, maintains the club accounts and ensures the club complies with financial regulations.</p> <p><b>Secretary</b> Annette is club secretary, organises committee meetings and deals with correspondence and links with England Athletics.</p>	

	<p><b>Website</b></p> <p>Clive manages the website and email list. He updates information including the weekly race results from Mike Gullis. These are shown as a weekly post and archived on the website. Claire suggested that we check whether information on the website needs to be updated. She has reviewed the membership information, Nicki maintains the Clubpal calendar, Annette posts the committee minutes and has updated the running championships, Emma reviews the welfare policies.</p> <p><b>Membership</b></p> <p>Nicki is the membership secretary and is managing renewals/ new members through Clubpal, and updating the EA club membership list for members who are registering with EA. Committee members confirmed that the EA registration packs have been received.</p> <p>Nicki also manages the BRJ Clubpal and updates the calendar</p> <p><b>Multisport</b></p> <ul style="list-style-type: none"> <li>David is the multisport co-ordinator, working with other coaches. Claire outlined the proposals outlined to the AGM, to invest in cycling and triathlon training for members, to include bike handling activities, transition training, brick training and led rides. We will also train our own coaches with the support of a coach from Catenary Coaching. This was welcomed and supported by members at the AGM.</li> <li>Swimming <p>This season's lake swimming started on 29<sup>th</sup> April. Sophie has joined the team offering open water swimming coaching on the first Friday of the month (5 sessions during the lake swimming season). The first session is for people new to open water swimming and Sophie will provide a programme for the sessions. The Committee welcomed this additional coaching provision and agreed payment for these coached sessions.</p> <p>On average there are 12 swimmers for the pool sessions, this is a slight decrease, and pool swimming will be promoted again, with the option of non-members attending. David discussed an increased payment for swim instruction with Katie.</p> </li> <li>Cycling <p>The option of joining St Ives Cycle Club has been added to the BRJ additional membership options.</p> <p>Catenary Training will provide cycling sessions and support to train BRJ coaches.</p> <p>Sam is a cycling ride leader and outlined her qualifications and interests, in particular supporting women into cycling. She has made links with the chair of SICC. Sam would like to provide more cycling events for the club, bring more people into cycling, and include social activities.</p> </li> </ul>	
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	The Running Festival held last year at Hinchbrook Park was a successful event. The children/family games in the afternoon were popular and relatively easy to organise. Several juniors joined the club from this event. It was suggested we consider organising a similar event this year.	
9. Date of Next Meeting	7.00 Tuesday 14 <sup>th</sup> June 2022	