

Chorley Athletics and Triathlon Club - Notes from Shadow Committee Meeting 8 feb 2012

Present:

Shadow committee: Daryl Peter, Jenny Wyles, Tash Fellowes, Simon Townsend, Terry Dickenson, John Payn, Maurice Houghton, Phil Iddon.

Other contributors: Jonathon Betts, Marco Sciacca

Actions are highlighted.

New membership form

Simon presented draft form (one form to be used for all club members). It's looking good but a few final amendments need to be made (Simon). Then it can be posted on our websites to replace the existing forms (Simon, James). New members can use the new form as soon as it's ready but they will be registered with England Athletics under the old club name for the moment, and pay the old club's subs.

Registration and affiliation with England Athletics

Tash has been in contact with England Athletics about the new club. EA advised that we should register our athletes with old clubs as normal at the beginning of April. At a convenient time after May 1st the two databases will be merged. John Temperton (EA) had suggested that we leave payment of affiliation fee until after May 1st in order to avoid paying twice. However Maurice pointed out that this might leave us uninsured. Maurice will pursue this issue for clarification.

New club kit

The logo will be on the front in the centre of a central broad white stripe. There will be a broad black stripe on either side of this, and then red side panels. The back will be the same but with the word Chorley instead of the logo. The possibility was discussed of asking UCLAN or Runshaw College to do a kit design. It was believed that some work had been done and Daryl will ask Les Paul, Jon Tuson and Dave Biddulph where we are up to and whether we could get some kit designs mocked up. From this we would try to get 3 versions on the web site for members to choose which they prefer. It was agreed that existing club members should not be penalised by having to buy new kit, so the new club will pay for a new vest for each member transferring from CHaT and CAC, including juniors.

New bank account

A new bank account needs to be set up asap, preferably before the IGM. This could then run in parallel with the 2 existing bank accounts. The final accounts for these 2 will be presented to the AGM in May 2013. Terry will research bank account with best return.

Draft constitution for CAaTC

Parts of the constitution were amended (definitions of membership categories by age and level of subscriptions). Daryl will make final changes, Tash will proof read. The final version will be circulated along with the invitation to the IGM and will include a table detailing what changes have been made since the ballot. Members will therefore have the opportunity to raise any concerns at the IGM.

Draft IGM letter/agenda

The wording has almost been finalised but will confirm at next meeting . Tash will make amendments. It was agreed the papers for the IGM would be sent electronically and only posted to those who have indicated as such

Calendar and sequence of events

This was agreed.

Timetable and future meetings

Daryl has worked backwards from the date of the IGM to identify critical dates / deadlines. The IGM papers (invitation letter, agenda and constitution) will be sent out / emailed / put on websites by the 16th April. These papers need to be finalised by 11th April so they need to be agreed by the 21st March. Next meeting is 29th February.

Feedback from members

It was agreed that we should ask members by email for any feedback, concerns or queries that they might have about the new club. We could also use this opportunity to ask for nominations for positions on the committee. Daryl will draft an email; Tash will circulate to all on the email distribution list.

Insurance query

Jenny has contacted UKA (Clare Buckle) about clarifying the issue of insurance for juniors, but they have not been very forthcoming so far so she will keep trying (is that right Jenny??)

Child and vulnerable adult protection policy

CAC have a statement that we could possibly use as an appendix to the constitution (like the equal opportunities policy). Terry said he would find it.

Joint training sessions

A list of training sessions has been posted on the CAC website. It needs to go on the CHaT website too (James).

Logo

Simon presented a range of different logos for the new club, all based on the Chorley shield. Different sizes, fonts, shapes, arrangements and colour had been explored. The committee agreed on a black and white shield with the word Chorley beneath it in red. Both this shield and its inverse will be used, depending on which version looks best on the background in question (eg. Letter, website, etc). Simon will make the digital versions available for use by emailing them round.

Hexx bids

The wording of the 3 Hexx bids and covering email, that Daryl has drafted, was agreed. The deadline is 10th February and we will be informed of any successes by 15th February.

Domain name

Simon presented a list of 6 possible domain names. The committee chose:

www.chorley-athletic-and-triathlon.org because it is clear, unambiguous and the dashes are useful in search engines.

Website design

Simon had mocked up a potential website basic design and layout. The style was broad black and white bands, with all training sessions listed at the sides. All agreed it was a great start. Simon will carry on with it!

Radio interview

A DJ from Chorley FM has been in touch with the club asking if we're interested in doing an interview. Terry knows him and has been interviewed before. Martin Harrington had previously agreed to talk to him too. Terry and Martin will liaise with each other and arrange a convenient date. Tash will contact martin about this.

Newspaper publicity

Terry will be making press releases in February, March and April.

Letter informing club contacts about the changes going on

Tash briefly presented a (very) draft letter to be sent around to those organisations who need to know about the new club. Various changes were identified. We need to draw up a list of all the organisations to send it to. Tash will begin one and circulate it with the meeting notes for additions.

Joint coaches meeting

The CHaT coaches met on 7th Feb. There could be a joint coaches meeting on Wed 22nd or 29th Feb to look at training plans. The coaches will also decide what communication to send to juniors and their parents. Simon will provide email addresses for Stuart Swan and Alan Morris. Daryl will contact Mike Mason about speaking to Stuart to arrange the meeting.

Leftover actions from meeting on 17th January

Facebook group for the new club (leave until after May 1st)

CHaT AGM Minutes

These were noted and showed the agreement from the CHaT members for their representatives and CAC would consider doing the same at their AGM.