

OXFORDSHIRE AA

MINUTES OF THE COMMITTEE MEETING HELD 7TH DECEMBER 2007 AT EXETER HALL, KIDLINGTON

Present – Alan Vincent, Lyn Hopkins, Kate Worrall, Barrie Strange, Alan Roche, Graham Pickup, Will Atkinson, Richard Jegou, Andy Smith (GOR).

1. **Apologies** – Alan Woodland, Catherine Parkinson (PADO), Steve Flynn (BIC), Mike Shipway, Colin Mitchell, Sue Burns (GOR), and Tracey McCallion (GOR).
2. **Minutes of the previous meeting held September 2007** –
All agreed to be a true record of the meeting held. Proposed by WA and seconded by BS.
3. **Matters Arising from the September 2007 meeting** –
 - a. Item 3(g) – AV not heard of any local H&S workshops yet, he will notify all when known.
 - b. Item 4(b)(ii) - AV sent out Review and J Buckner report to clubs.
 - c. Item 5(b)(x) – Equipment Grant agreed to Goring & Wallingford.
 - d. Item 6(a)(vi) – trouble getting hold of people at Tilsley Park concerning costs.
4. **Minutes of the meeting held October 2007** –
All agreed to be a true record of the meeting held. Proposed by GP and seconded by AR.
5. **Matters Arising from the October 2007 meeting** –
 - a. Item (b) – BS has a quote from Horspath for the County Track & Field. AV to check whether he has sent the letter to Tilsley Park. **ACTION – AV**
 - b. Orders placed for polo shirts and vests. £12 each for polo shirts and £20 each for fleeces. A reminder to clubs that they are for sale from AV.
6. **Communications Task Group** –
 - a. **Secretary's Report and Correspondence Received-**
 - i. **SEAA/AAA/UKA/England Athletics**
 - Headlines November 2007 from Christine Benning.
 - England Athletics – Welfare Poster, Regional Grants, Clubmark and Competition from Chris Benning.
 - SEAA Unattached Levies cheque £1414.47 passed to KW.
 - ii. **OTHER**
 - Minutes of the Endurance Sub-Committee meeting held 26th October 2007.
 - Emergency Aid Training Services – Ron Sykes suggests that race organisations / clubs have their own first aiders. He offers training courses. LH to check with UKA as to what qualifications are required at races and track & field events. **ACTION – LH**
 - Invoice from Exeter Hall for 8th October 2007 meeting and receipt – passed to KW.

- Booking form for Exeter Hall dates for 2008. LH to complete and hand back. **ACTION - LH**
 - Receipt from Exeter Hall for payment of 19th October 2007 meeting – passed to KW.
- iii. **RACE ENTRY FORMS**
- UK Counties Athletic Union – Inter-Counties 10k 2008 champs, at Northbrook on 1st June 2008.
 - UK Counties Athletic Union – 2008 UK Inter-Counties Cross Country Champs – Wollaton Park, Nottingham on Saturday 15th March 2008.
 - The Bannantyne Health Club's Wellingborough Multi-Terrain Running Series 2008.
 - Tunbridge Wells ½ Marathon – 24th February 2008.
 - South of England Competition Ltd – SEAA U20 and U15 Inter-Counties at Copthall on 24th August 2008. Requesting confirmation whether we are sending teams next year. LH to reply yes to all age groups. **ACTION - LH**
- iv. Thank you from Bicester AC to all in the County that voted for them and therefore made their bid for Peoples Millions Lottery Funding a success. Bicester have been awarded £71263.00
- b. **Rules Revision 2008** –
AV tabled and read through the Consultation on Proposals for Rule Changes to UKA Rules for Competition. Discussion was held and all were agreed. One area AV will question – Affiliated organisations must not use, in any capacity, a coach or technical official whose licence has been withdrawn by UKA – what about marshalling and tea making at fixtures? AV will respond to Cherry Alexander at UKA and ask the question. **ACTION – AV**
- c. **Items arising from the AGM 2007** –
- i. LH contacted Catherine Parkinson concerning the County Leaflets; a new one is to be produced by the end of this month.
- d. **England Athletics Report** –
- i. Report received from Christine Benning from the Sub-Regional Management Group held 1st October 2007.
 - ii. AV added – Regional Official Secretary's meeting held 10th September 2007.
 - iii. Changes to Regional and England Athletics arrangements for elections to Council. England Athletics do not like the present set-up, which could mean that Oxfordshire do not have a place as a right in the future.
 - iv. AV attending the 1st Annual Conference 15th December 2007.
- a. **SESSEL 2012** –
AV was one of the 120 delegates attending the 'South East Skills Vision for the 2012 Games' event, held at the Olympics 2012 rowing venue, Dorney Lake, near Eton.
A panel of speakers gave presentations and took questions from delegates.
The delegates also took part in table discussions focusing on how we could take practical action to support the delivery of the SEESSEL Action Plan.
The presentations, delegate pack and the outputs from the table discussions are available from the SEEDA website – <http://www.seeda.co.uk/News & Events/Event Reports/>

- b. **Website** –
Some areas still empty, if gaps are spotted please contact AV and someone will contact Paul Kelsey.

- c. **Press & Publicity Officer** – MS was unable to attend the meeting, but sent in his report.

Press releases sent to the media September – December 2007 –

- Cross Country – Oxford Mail Cross Country League – Ascott 4th November 2007 and Culham 2nd December 2007.

- Road – Woodstock 12, Hanney 5 and Eynsham 10k.

Press releases to be sent to media December 2007 – February 2008 –

- Oxford Mail Cross Country – Banbury 30th December 2007
- County Cross Country – Banbury 6th January 2008
- Oxford Mail Cross Country – Cirencester 3rd February 2008

Race reports sent to media September – November 2007 –

- Under 20 Inter Counties T&F
- Woodstock 12
- Hanney 5
- Ascott Cross Country
- Eynsham 10k
- Culham Cross Country

Future reports to be sent to media December 2007 – February 2008 –

- Oxford Mail Cross Country – Banbury 30th December 2007
- County Cross Country – Banbury 6th January 2008
- Oxford Mail Cross Country – Cirencester 3rd February 2008

Newsheet – next one out December 2007.

7. **Officers Task Group** –

a. **Treasurer's Report** –

KW tabled the accounts –

- Funds stand at £8991.34.
- Income since the last report was £461, significant sums were –
 - Road £204 UKA fees (formerly SEAA)
 - Affiliation fees £195 – 10 clubs. WA has also received Goring and Wallingfords affiliation, not banked yet.
 - Sale of vests and Officials Polo Shirts and Fleeces, hire of race clock £62.
- Expenditure since the last report was £1546, again significant sums were –
 - Road – Grand Prix Trophies £116.
 - SEAA X-C Entry Fee £45.
 - Track & Field I-C Athletics – additional charge for Officials Food from Soll Leisure of £90 – not provided for in the 2006/07 accounts.
- Sportshall venue hire £368 (event 2).
- Pole Vault Initiative £725.
- Power of 10 expenses £79.
- The cost of the County X-C has still not been billed, should be c.£125 and the provision from 2006/07 for this is carried forward.
- December payments due are County Vests, X-C Plaques. KW has ordered Polo shirts, she will chase.
- Development Account funds are £3723. There has been no movement since the last report.

8. **Track & Field Task Group** –

a. **Inter-County Meetings** –

i. Indoor Championships – BS asked if there was sufficient interest from athletes for the County to incorporate our County Champs in with the WSE&H indoor open meetings at Eton on Saturday 2nd February and Sunday 2nd March. To date he has only received 3 replies – 2 interested and 1 major club not interested. If clubs are interested then let BS know as soon as possible. At present there is not the positive response hoped for to recommend going ahead. BS felt that athletes interested in the Eton indoor events would take part irrespective whether or not the County Champs are incorporated. A decision was made and general feeling was not to elevate to County level.

ii. **Track & Field** –

Horspath Track has been booked for the County Track & Field Champs on the weekend the 10th and 11th May 2008. In the past we have alternated each year between Tilsley Park and Horspath. However, there is a considerable cost difference between hiring the two tracks. BS has been quoted the charge for Horspath next year, Tilsley Park would cost over three times as much. If we were to book Tilsley Park, then entry fees would have to be increased considerably.

BS has had a number of positive responses to incorporate the County 10k run and 3k walk in with the British Masters pentathlon at Horspath on Sunday 25th May. BS recommends that we do this, all agreed.

iii. **Cross Country** –

Entry forms should have been received by clubs for the County Cross Country Champs at Banbury on Sunday 6th January. 1 entry received so far. The first 6 finishers receive automatic selection for the CAU Inter Counties at Nottingham on Saturday 15th March. Paul, with assistance from Oxford City colleagues, will be team manager for the U20/17/15 men and women. Angela is the senior women's team manager. BS is waiting on a reply for the senior men.

iv. **Inter-Counties** –

Provisional date Sunday 21st September. Agreed to drop Dorset and Devon, as they did not turn up on the day. Glos and Worcs to be included again. BS to contact other Counties in region.

b. **Competition Consultation** –

AV reported on the Consultation meeting held 8th October 2007 at Exeter Hall.

- AV received email from Frances Briscoe – gave feelings about the Wednesday evening event and other matters.
- Paper from CB summarising responses on consultations in three regions.
- Regional Consultation Event at TVAC – AV will email minutes to LH for circulation. **ACTION** – AV & LH

c. **PADO** –

CP was unable to attend the meeting, but sent in a report on the Primary School Sportshall Athletics 2007-2008 –

- Sportshall Athletics competitions are again taking place across Oxfordshire this winter. A County structure is in place for competitions for children in school years 5 and 6 and competitions have taken place so far in West Oxfordshire and Cherwell as well as West Oxfordshire. Generally there are around 6 competitions in each district, with the winning school from each invited to attend their District Final Competitions. A County Final will then be held in March/April.

- So far almost 50 Primary Schools have taken part in the 9 competitions that we have run and it is looking positive for the competitions after Christmas as well and CP thinks we will definitely have greater participation this winter compared to last year. Once all competitions have taken place CP will be able to report on the number of schools and participants involved.
 - For the first time a competition for years 3 and 4 has recently been organised in Didcot. This was run as a trial and due to the huge success of this competition we are now looking at ways that we can introduce a structure of year 3 and 4 competitions across the County to compliment the existing structure for years 5 and 6.
 - It is hoped that participants in these competitions will go on to join their local athletics clubs and CP hopes that clubs are seeing an increased interest from people who have participated in these competitions.
- d. **Coaching** – CM was unable to attend the meeting, but sent in his report -
- i. UKA Coaching Courses – Andy Neal has a full programme in place details from Andy – aneal@englandathletics.org or CM – oxoncoaching@hotmail.co.uk
 - ii. Power of 10 – Coaches please check to see if any of your athletes have achieved the standard for the region and if so please contact CM and he will get a tailor made Polo Shirt for the coach and a T-Shirt for the athlete.
 - iii. County Squad Days – The first of the days in the new format was held on Sunday 21st October at the White Horse Leisure and Tennis Centre in Abingdon. We had a good turn out in the U13/15 group in the morning of around 40 athletes, with 7 U17/20s in the afternoon session, plus our best turn out of 6 or more coaches and some interested parents.
John Davis warm up routine and drills caused great interest from both coaches and parents. We are looking at a possibility of making a DVD of the drills to give out to all coaches in the County.
Athletes seem to have enjoyed the day, although a number were flagging towards the end of the circuit session.
We are looking for an indoor venue for the session planned for Jan/Feb 2008, but this is proving hard as there are only a few suitable venues with free dates, more on this when CM books.
We are also planning to get Gordon Manning (the most successful Power of 10 coach in the County), to run an Endurance session in the New Year. CM has the OK to use Radley College as the venue, but he needs to firm up a date with Gordon. Once arrange CM will let all know.
 - iv. CRB checks – CM asks that all Club secretaries check that all of their coaches and helpers have had a CRB check, it is the responsibility of the club under the duty and care they have for their athletes. If you do not know how to get a CRB check, please contact CM for assistance – 01235 550515 or oxoncoaching@hotmail.com
- e. **Officials** –
- i. Track & Field Freshers Match in October attended by some.
 - ii. AV is a member of the Peer Officials Group – he is now part of the group appointing Officials for National and International meetings. They meet 3 or 4 times a year and send allocation of officials to National and International meetings. AV attended first meeting in October.
 - iii. Dates for 2008 season to be sent to AV as soon as possible.
 - iv. SEAOA – Conference 3rd February 2008, officials of all levels are welcome.

9. **Road & Cross Country Task Group** –

a. **Cross Country** –

- i. 8th December 2007 South of England X-C Champs at Parliament Hill. Team managers for older age groups, but none for the younger. 3 age groups entered.
- ii. County X-C Champs at Banbury 6th January 2008.
 - Ian Robinson has increased the course distances.
 - Entries sent out.
 - First Aid booked.
 - School not available, nor refreshment room.
- iii. CAU Inter Counties at Nottingham 15th March 2008 – BS has asked for team managers. Paul Kelsey U20-U13, Angela Briscoe – ladies and John Ashton – senior men. BS to book coach. **ACTION** – **BS**

b. **Road** – WA reported -

- i. Last week was the Road Race AGM at OXSRAD, which was attended by Colin Goater, the portfolio holder for Road Running in the SE Region. He and WA outlined the new licensing system for road races, which is due to start on the 1st April 2008. Graham Pickup presented some information about chip timing and we want to encourage all the larger races in the County to adopt chip timing as soon as possible. There was a suggestion from the floor that we should award trophies for the second and third teams in the Grand Prix series. Committee agreed. WA would also like to award a trophy for the best small club in future. The Road Race Diary for 2008 was largely completed at the meeting, with one or two amendments since. We had an update on the status of the Abingdon Marathon, which is set to go ahead on 19th October 2008.
- ii. In October we held a meeting of the Endurance sub-committee. On the road racing side we had more discussion on chip timing. We also agreed that GP and WA would seek a meeting with the organisers of one race that has had persistent problems with it's finish and would consider withholding next year's permit if we could not reach a satisfactory conclusion. WA has contacted the club concerned, but no date agreed yet.
- iii. The Grand Prix series reached its conclusion at the Eynsham 10k, with Witney winning almost everything except the women's team prize.

c. **Officials** – GP reported -

- a. Race Diary availability not yet out. Lack of timekeepers next year will make the year difficult to cover.
- b. 1st April 2008 new race permit system requires a Race Referee who is qualified at every event including X-C. Query concerning the level of qualification required. May rely on one person to cover all races, this is impossible. AV to contact Colin Goater. **ACTION** – **AV**
- c. We need to encourage progression of officials to higher levels. GP to produce a folder of requirements for a Referee. **ACTION** – **GP**
- d. H&S – officials should be appropriately dressed and be easily recognised by all. Would the County buy high visibility vests to be worn at events – total £46 – committee agreed, information passed to KW to order. **ACTION** – **KW**

10. **Liaison with Local Authorities and Education** –

Athletes mentioned at the Oxfordshire Sports Partnership Awards. AV won 'Unsung Hero' award and Tracey McCallion was nominated. Congratulations to all.

11. **A.O.B.** –

- a. Mike Miles had sent in a request to be able to order the third and final year's t-shirts for the Sportshall, committee agreed.
- b. Athletes' membership cards – when are they coming out?
- c. King Alfred's covered playground with Air Bubble useful to other organisations.

MEETING CLOSED AT 8.59pm

DATE OF NEXT MEETING – Friday 29th February 2008, 7.30 pm at Exeter Hall, Kidlington.