

# MAD JA



Marlborough and District Junior Athletics Club

Website: <http://www.madja.co.uk>

Hon. President: David Hemery

Chairman: Richard Cooper. Tel: 01672 516795

Hon. Secretary: Karen Kilworth. Tel: 0781 4102234

## Minutes

### Of the Committee Meeting

Held on Monday 8 February 2010 at 1930 hrs at the Bear, High St, Marlborough

**Present** - Karen Kilworth, Margaret Thompson, Lucy Lassiter, Craig Gascoigne, Cheryl and Bart Thomas, Ben Tarring, David Smith, Alison Leese, Jacqui Sykes, Martin Boaler, Richard Cooper, Richard Smith, Erin Amiss

**Apologies** - Cherry & Ian Burtleton, Lindsay Alabaster, Michael Claydon, Graeme Cooper, Charles Sheppy, Kim Seward, Kev Garraway

### Minutes of last meeting

Chairman opened meeting and welcomed new members to the meeting. Minutes of the last meeting were reviewed and any outstanding actions are noted as below:

- Martin to advise whether we are eligible for grant funding - ongoing project
- Accreditation - the folder was presented, which must be read by everyone and then signed as read and understood. Lucy took folder and will pass on. KK to monitor progress
- Marlborough College - Richard met with Leanne to explore integration between College and Club. Ongoing discussions (RC monitoring)

Other Minuted items:

- Sport Relief - it was decided that MADJA would not go ahead with this as the High Street was not available as a venue. Review for March 2012
- Coaching matrix - action is with CTB - ongoing to next meeting as Cathy unable to attend

Minutes approved and accepted.

### New Recruits -

**NATYAL League Secretary:** Erin Amiss has said she is happy to take on this role.

Margaret and Jacqui proposed and seconded. The committee welcomed Erin.

**Child Welfare Officer:** Elaine Quinn will be stepping down from this role. Ben Tarring has expressed interest and KK to get Elaine to contact him and talk through role before Ben takes up role.

### New Coaches:

- Bart Thomas interested in coaching and is applying for enhanced CRB, also Rachel Sykes interested in coaching, and Richard Smith. Bart also interested in being an official. Lucy to liaise
- Ben Tarring also interested in pursuing the Level 1 coaching
- Richard Smith interested in U11 Team Manager role

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**Senior Coach** - David will step down from some of the responsibilities, for personal reasons. He will still be involved in organising coaching sessions, home and away and will continue to explore how to progress coaching to the different levels and to continue developing how we coach.

It was agreed that a 'figure head' be appointed: Richard Cooper, who would be supported by the lead coaches for each age group, and to whom he would delegate.

Lead coaches:

- U11/U9 - David
- U13 - RC
- U15/U17/U20 - Martin/Miles

Other recruits - still need more officials/field officials. Need to identify courses to develop their skills. Craig maybe interested in being an official but needs to understand what's involved. Craig to be added to the list for the rota, and Lucy to find out when courses are and let Craig know. Cheryl & Bart also interested.

**CRB checks** - we need to obtain forms for all interested parents - Alison and Jacqui to help on Day 1 with this process so that parents have the forms to send off. KK to contact Cathy to find out if there is a one page explanation as to how the new Vetting and Barring Scheme affects volunteers and what is involved in being registered, and a policy outlining the Club's procedures.

**Inter Club Super 8** - provisional date 9 June 6.30pm at the College Track. All Wiltshire clubs have been invited to put in an U15 team (also U13 if enough interested). This is for 8 x boys and 8 x girls for 1 x field, track and relay event each. Marlborough College also interested in doing this. RC managing this and will advise.

**County Championships** - RC reported that Wilts County Championships is being revived - subject to interest. It will take place on 9 May at Swindon and caters for all events, all age groups. There is a possibility that there will be an U13 super 8 competition with school teams also taking part.

**Intro to New Member's** - Lucy has kindly put together a draft Intro Booklet for all new members/parents which has been circulated to RC and AL. Alison to implement all edits/revisions made by Richard and Jacqui and then submit for further approval. Aim to have document ready for new season. The front page mentions the Club's President, David Hemery. RC to check with DH that he is happy for this to be included. Alison to email RC a fresh draft for review. It was agreed that the booklet will be invaluable in helping to attract and recruit new members.

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## PR Activity

It was noted that PR activity must be increased for this season. It is vital to build up the base of members and to retain all who show interest and who join the Club. It was agreed that first priority is to:-

1. Promote to all members that joined last year and encourage them to sign up for second year. New Membership form to be approved by Martin ready for use this season. Mailout to all on our list to be auctioned by Alison/Jacqui/Margaret. Martin to provide postal addresses. Mailout to include new welcome booklet.
2. Membership forms to be ready and agreed for end Feb/early March so it can also be emailed to all potential joiners before start of season. KK to email, once Alison has sent final version of form.

## Other PR activities:

- AL refreshed existing poster, with more up to date photographs and new info. Alison to revise poster. It was agreed that there be an informal committee meeting on 1 March at 7.30 in the bar at The Bear; Richard/Alison to distribute posters to all who attend and for them to be responsible for a local village/geographical area.
- RC to provide a list of schools to AL for her to organise distribution of posters out. (To be reproduced as a flyer).
- Poster / flyers need to be distributed to the schools so that they can go into the school bags
- Ben Tarring will write a piece promoting the Club's performances last season, and include a reminder of new season for inclusion in the G&H. AL to liaise
- Explore local radio exposure - Lucy may know a contact for this
- Promote to Quad Kids - RC to manage this
- Cheryl suggested contacting the social worker groups
- Explore bulletin via email to all schools - once received schools list from RC, AL will compile email addresses

## Shed Update

Marlborough College originally agreed that MADJA could have shed next to lime store. However, since these discussions, the College has bought a new tractor and sadly this shed will now be used to house the new equipment. MADJA continue to use old shed but to consider other ways to utilise the space available. Consideration was given to finding a new place to store the hurdles which would make more space in the shed. AL still waiting further discussions with the Estate Manager.

It was noted that Martin Claydon will be undertaking a kit inventory in the next few weeks in order to identify any kit that may be required

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## Incentives - Martin reported.

- (1) T shirts as rewards for regular attendees. Black T-shirts to be prepared with Orange MADJA on front and "Squad Member" on the back. First order qty: 75.
- (2) Renew all polo shirts to coaches and officials
- (3) Rainwear to be offered to purchase for all athletes. Coaches and officials will be given FOC

## Fixture Dates

The dates were confirmed as follows: - (please note these dates and further information will be posted on the website: [www.madja.co.uk](http://www.madja.co.uk))

- |            |  |   |
|------------|--|---|
| • 25 April | Wessex League                                      | Andover                                 |
| • 2 May    | NATYAL match                                       | Stantonbury, Milton Keynes              |
| • 16 May   | NATYAL match                                       | Tilsey Park, Abingdon                   |
| • 30 May   | Oxford 5*/10 Step                                  | Oxford City Athletic Club (see website) |
| • 6 June   | Wessex League                                      | Woking                                  |
| • 12 June  | Wilts Schools Track & Field (selection by schools) |   |
| • 20 June  | NATYAL match                                       | Swindon                                 |
| • 4 July   | Wessex League                                      | Isle of Wight                           |
| • 18 July  | NATYAL match                                       | Swindon (our host match)                |
| • 25 July  | Wessex League                                      | Bournemouth                             |

## Dates for next season:

- New Season starts Sunday 21 March.
- Wednesday sessions start 21 April at 6pm (moving to 6.30pm after around May 5 when lighter evenings permit)
- No training for U13'2 (senior age groups) on following Sunday's:
  - 25 April
  - 6 June
  - 4 July
  - 18 July (NATYAL Host match in Swindon)
  - 25 July

## AOB

**Club Logo** - It was agreed that we should run a competition for athletes to design a new logo for the Club. Alison to organise.

## Spike and Good Practice

RC to put some words together on 'training in spikes - what's good practice". Younger athletes to be discouraged from wearing them at practice sessions.

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Also suggested that we have a box/bin for people to recycle/move on spikes that athletes have grown out of. Based on a put in/take out FOC.

**Parking** - it was noted that annually we are discouraged from parking at the Club House and invited to use the car park by the main college car park. Consider putting a notice by the roadside guiding the parents to the car park. Also need to stress that parents should not be using the church car park as services occur throughout Sunday am.

There was no other business.

**Date of next meeting:** Monday 1 March 2010 at The Bear, Marlborough - informal for poster distribution

Meeting closed at 21:13pm