



Essex County Athletic Association

Minutes of the Essex AA Executive meeting held remotely via Microsoft Teams Video on Monday 26th April 2021 at 19:30 hours

Participants:

Andy Catton (Chair), Gary Chandler (Treasurer), Claire Levey (Secretary), Gerry O'Doherty (President), Brigid Wallen (President Elect), Malcolm Bailey (Minute Secretary), Kaye Merrywest, Paul Merrywest, Diane Wooller, Scott Darney, Chris Akehurst, Paul Mingay, Gary Floate, Hayley Pegg, Keith Palmer, Jean Tierney, Ron Dawson, Claudia Rabess, Peter Bates, Linda Bates.

1. Apologies for Absence

June Cork, Melanie Peddle

2. Minutes of the last meeting of 1st March 2021.

The minutes of the meeting on Monday 1st March 2021 were **approved** as a true record of that meeting.

Proposed: Brigid Wallen Seconded: Kaye Merrywest

3. Matters Arising from last meeting

Agenda Item	Matter	Update
4	Revaluation sought of the County trophies	All trophies to be returned by the AGM; then revaluation sought
8	Role Spec's to be sent to all volunteers for the vacant Track & Field Managers; follow up to then confirm that they are happy to accept role/ If so, DBS will need to be obtained on the volunteers	Matter being progressed
8	Dates to be agreed for Multi-events and Relays and possible 5k track championships	Multi-events and relays – see minutes below. 5k Track championships have been booked to take place on Wednesday 7 th July at Chelmsford. See minutes below for further information.
8.	2022 Indoor Track & Field Championships	Confirmed. Joint championships to take place over weekend of 12/13 th February 2022.
10	County 10 mile Road Championship event	Grange Farm & Dunmow Runners to host at Stebbing 10
11	County Trophy Secretary - vacancy	Volunteer still sought
15	Response to SCAA re participation and format of Southern Counties track & field events	Response sent. Claire Levey has received an acknowledgment. It is expected a response will be received once all counties have responded. Unlikely to be any events this year

4. Treasurers matters

Gary Chandler reported that monies are being received into the bank account in respect of entry fees into the County Outdoor Track & Field Championships.

5. Correspondence

Andy Catton, who has represented Essex at England Athletics East Region meetings as an observer has been approached to be formally co-opted onto the Council. Andy feels that our representation should ideally be from someone whose club is based in the region. Andy is a member of Ilford AC. That club is more closely aligned to the London Region.

A volunteer is sought from clubs based in the East region to represent Essex at these meetings. These are currently being held virtually although prior to Covid were held in either Bury St. Edmunds or Cambridge.

The key responsibilities of the Council are set out in appendix 1 to these minutes.

ACTION – ALL Clubs situated outside of a London postcode please can you speak to your members to ask whether they would be happy to put themselves forward for consideration for co-option onto the EA East Region Council. All nominations are to be sent to Andy Catton at ilfordacsec@gmail.com

- Club & Committee Register Changes

New club secretary – Springfield Striders

David Lindsay

An updated club secretary's list will be sent to all clubs.

6. Networking

Nothing to report.

7. England Athletics Regional Reports

London – Adrian Day is the new Chair of London Region.

Mick Bond has been elected onto the Council. Mick is leaving his post at Lee Valley Athletics Centre. New manager is Gavin Pearce.

Paul Merrywest reports that the discussion/review of the equalisation of XC distances continues. There is a webinar on 22nd May to discuss next steps.

A high number of athletes are returning to training

East – Andy Catton mentioned that he had seen a presentation about EA's current strategy – slides from presentation were due to be sent out but these were subsequently withdrawn as they were not ready for publication.

8. Track & Field

County Outdoor Track & Field Championships (subject to any Covid restrictions imposed at the time) are taking place at Chelmsford on Saturday 31st July/ Sunday 1st August. Entries are open and at the date of the meeting, 61 entries have been received.

Possibility of hosting the Multi Events and Relay championships was considered but it is difficult to find a suitable dates in a very congested calendar with enough officials able to support.

It was unanimously agreed by all those present that the 2021 events would be cancelled. Subject to any government restrictions preventing from taking place, these will be held again in 2022.

Hayley Pegg is in contact with Lee Valley Athletics Centre re booking the 2022 Indoor Track & Field Championships.

Hayley has agreed to book First Aid cover for both the Outdoor Track & Field and also the 5k Championships.

5k track championships – these are being held at Chelmsford on Wednesday 7th July. Track has been booked 6.30pm to 9.30pm with the first race scheduled to start at 6.45pm. Total number of races will

be either 5 or 6. Cost to enter £10. Entry system will be opened once the Government has confirmed that Step 3 of the Roadmap to exit Covid restrictions has been implemented.

Refreshments will be provided for officials,

10k track championships. A date has still to be booked – Consideration will be given to holding these later in the year.

Chelmsford AC is hosting their Miles of Miles festival on Friday 6th August 2021. Entries are now open. We were approached about a potential County Championship race. Concern was raised about whether this would cover all the relevant Female and Male age groups. There is a 1500M event in the County Championships so it was agreed that we would not be able to support this request.

9. Cross Country

Fixture meeting for 2021/22 likely to take place during June.

10. Road Running

Essex 20 – we are unable to use the facilities at King Edward School, Rochford as there are building works taking place at the school.

It was agreed that the 2021 event will be cancelled.

A venue for the 2022 championship race needs to be potentially found. Last weekend a half marathon was held at the Carver Barracks, Saffron Walden. Contact will be made with them about potentially using this as a base; unless we use an Event Company to organise this, support from clubs might be required to put this race on at this venue.

Springfield Striders have been asked whether they could host this at Pleshey.

Paul Mingay and Chris Akehurst will speak to the committee at Colchester Harriers to see whether they would consider hosting the race at Langham. Event was hosted by them at this venue, prior to it being at Rochford.

Pleshey 5 – Entries for this event will open up once it has been confirmed that the current lockdown restrictions will be eased.

Springfield Striders course measurement certificate will expire before the scheduled date for the half marathon. Course measurers are not prepared to travel at the moment, due to restrictions. All the accredited measurers are based outside of our region. It is hoped that a member of Witham AC will become an accredited official in due course.

11. Trophies

There remains a vacancy for the County Trophy secretary role. A volunteer would be welcomed.

ALL CLUBS – please can you approach your members to ask whether they would be happy to take on this important role.

Andy Catton has arranged to collect the medals etc from Mike Emms sister. Andy will advise Gary Chandler of the number of medals that he has collected in order that he can ensure that we have sufficient stock to cover this year.

Andy Catton said that he would cover the role, only for 2021, if a volunteer does not put themselves forward but cannot guarantee that he can attend all County events.

12. Walking

Nothing to report.

13. Officials

Diane Wooller confirmed that she has sufficient officials to cover the Saturday at the Outdoor Championships but is still short for the Sunday (as another event is taking place that day). She continues to chase potential volunteers.

Virtual official courses are still being offered but these are sold out very quickly. Face to face courses, still cannot take place. Anybody interested in becoming an official should regularly check the EA website.

14. Schools

The Essex schools athletics championships will take place on Saturday 12th June at Melbourne Park, Chelmsford.

All schools have been sent an information pack. Athletes must achieve an entry standard in their event. Entry forms need to be sent to Mr Richard Casey and the closing date is Friday 21st May. Confirmation of entry will be sent to schools.

Track events will be based on a one race time trial format.

Only one spectator per athlete is allowed as they have to limit the number of people at the venue. Once athletes have finished their competition they will need to leave the stadium.

15. Any Other business

Claudia Rabess (Newham and Essex Beagles) and Richard Charleston (Chelmsford AC) have both been proposed by their respective clubs for co-option onto the County Executive committee.

Both nominations were welcomed.

Proposed: Andy Catton

Seconded: Claire Levey

Nominations were unanimously approved by those present.

An enquiry had been received asking who the County's welfare nominated welfare officers are. At the last AGM Jean Tierney (Female) and Malcolm Bailey (Male) were elected into these roles.

It was noted that Sussex AA has a statement about Welfare on its website and it was felt that a similar statement should be made on the Essex site.

County has an agreed policy and Jean Tierney has agreed to forward a copy of this to Malcolm Bailey.

Summary of Actions

Agenda Item	Matter	Action required
5.	Essex representative volunteer required to be co-opted onto the England Athletics East Region Council	All clubs requested to canvas support from their membership. Key responsibilities of EA regional councils – see Appendix 1 below
8.	Book First Aid cover for Outdoor Track & Field and 5k Championships	Hayley Pegg
8.	Consideration to be given to hosting a 10k Track Championship	As and when restrictions allow
10.	Venue for 2022 Essex 20 mile road championships	All clubs to consider whether they could host. Possible venues at Carver Barracks, Pleshey and Langham being considered
11.	Essex County Trophy secretary posy vacancy.	All clubs requested to canvas support from their membership to take on this important role.
11.	Andy Catton to advise Gary Chandler the number of County medals that he collects from Mike Emms sister to enable him to decide whether we need to order any additional stock	Andy Catton/Gary Chandler
15.	Welfare Policy	To be added to County website

Meeting finished at 20.32

Draft Agenda for the next Executive Committee meeting to be held via Microsoft Teams on Monday 7th June 2021 Start time 7.30pm

1. Apologies for Absence
2. Minutes of the previous meeting – 26th April 2021
3. Matters Arising
4. Treasurer's Report
5. Correspondence
Club & Committee Register Changes
6. Networking
7. Regional Reports
8. Track & Field
9. Cross Country
10. Road running
11. Fell running
12. Trophies
13. Walking
14. Officials
15. School's Liaison
16. Any other business

Appendix 1

The key responsibilities of the regional councils include:

- Improving the delivery of athletics for the benefit of their member bodies in conjunction with the staff and executive officers of England Athletics
- Representing their region's interests within the overall national strategy framework and providing input based upon their expertise and the views of their constituents
- Representing the interests of the club and volunteer sector of the sport through their Regional Council and through the Regional Chair via the National Council
- Contributing to the formulation of national strategy by identifying regional priorities and bringing them to England Athletics' attention (principally but not exclusively) via the National Council and through participating in the functional portfolio structure
- Producing a Regional Plan, aligned to the national strategy of England Athletics, to identify key needs, opportunities, priorities and actions at regional level.
- Assisting in the delivery, and monitoring of the implementation of the Regional Plan

- Assisting in the dissemination of information on England Athletics national policy to stakeholders in the region
- Assisting and working in partnership with England Athletics staff in identifying and engaging with key stakeholders in their region
- Engaging with and supporting the role of County Athletics Associations
- Assisting in the work of the networks especially through representation on the Regional Panels
- Monitoring the effectiveness of national policy and its execution within the region and providing feedback to England Athletics through the National Council.
- Assisting England Athletics' professional staff in service delivery
- Providing local knowledge and communication for the benefit of the sport.
- Contributing to the Annual Volunteer Awards and highlighting examples of good practice within the sport in their area
- Governance – including involvement in matters such as disciplinary, grievance and welfare matters, and consideration of new club affiliations, and first claim decisions.