

## Meeting Particulars

<b>Date &amp; Time</b>	19 December 2005 19.30 hours
<b>Venue</b>	Vesta Rowing Club, Embankment, Putney SW15 1LB

## Executive in Attendance

Initials	Member	Role	Attendance
AE	Tony Evans	Div 13 and Competitions Calendar	✓
AR	Andrew Russell	Hon Secretary	✓
BHD	Ben Hunt-Davis	Leander Club Representative	Apologies rec'd
CG	Chris George	Regional Safety	✓
CS	Chris Sprague	Umpires' Commissioner	ABSENT
ER	Edward Rees	Projects Co-ordinator	✓
EW	Elizabeth Wray	PR / Marketing	✓
JB	John Biddle	Div 14	✓
JC	John Chapman	Hon Treasurer	✓
JH	Jim Harlow	Downriver Representative	✓
JP	Judith Packer	Upriver Representative	Apologies rec'd
KW	Ken Williams	Div 16	Apologies rec'd
MA	Margaret Adams	President	✓
MBB	Mark Blandford-Baker	Div 10	Apologies rec'd
MH	Martin Humphrys	Chairman	✓
ML	Murray Litvak	Veterans' Commission	✓
MW	Mike Williams	LRC Representative	ABSENT
NJ	Neil Jackson	Div 18	✓
NW	Nigel Weare	Juniors' Commission (upriver)	ABSENT
PL	Paul Lorenzato	Div 19	✓
PM	Peter Moore	Div 12 and Recreational Representative	✓
RH	Ruth Hatton	Juniors' Commission (downriver)	Apologies rec'd
RP	Richard Philips	Coaching Commission	✓
RW	Richard West	Div 15 and Equipment	✓
SaB	Sarah Birch	ARA Coaching and Development Officer	Apologies rec'd
SiB	Simon Blackburn	ARA Coaching and Development Officer	Apologies rec'd
Vacant	Vacant	Div 11	n/a
Vacant	Vacant	Div 17	n/a

## In Attendance

EJ	Emma James	Candidate TRC Representative	✓
CH	Chris Harrision	Guest	✓
HJ	Howard Jacobs	London Representative, The Boat Race Company Limited (BRCL)	✓



No.	Agenda Item	Action	Member
3.2	<p><b>Timing System</b></p> <p>CH reported that “state-of-the-art” timing systems would be of benefit to the Tideway Heads, and suggested that the TRRC could buy one to rent out. CH estimated the costs as £25-30K, which could be recouped over 4 years at competitive rates, at £500-1000 per race. He has discussed this informally with some Heads and had positive feedback. These systems use cameras, computers and a network, same as the Head of the Charles system. While much operator error is removed, people are still required to identify the crews, and current manual timing would still be needed as backup.</p> <p>NJ voiced concerns about lifespan, obsolescence, upgrades, hardware and software maintenance and backup. RW voiced concerns about the ability to maintain the equipment such that it was always ready and reliable, and the costs of doing so. CG felt that multi-year contracts would be necessary with the Heads. RP mentioned that the pricing could be per seat or per entry, such that the big heads and the small events could benefit, where practical.</p> <p>MH welcomed the idea, and felt that this was something the TRRC would be interested in doing, if feasible. <b>Action:</b> CH to work with ER to prepare a written proposal for the TRRC to consider.</p>	Action	ER & CH
3.3	<p><b>Elections</b></p> <p><b>Decision:</b> The following were elected to the mentioned posts, all <i>nem con</i>:</p> <p>Peter Moore as Recreational Representative Emma James as Thames Rowing Club Representative Ed Rees as Projects Co-ordinator Elizabeth Wray as Marketing / PR</p>	Decision	
4	<b>REPORTS TO EXECUTIVE COMMITTEE</b>		All
4.1	<p><b>Chairman’s Report</b></p> <p>The Chairman’s Report was noted.</p> <p>MH also mentioned the “Wandsworth Council Sports Awards”. <b>Action:</b> EW to advertise on website.</p>	Noted  Action	EW



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4.3	<p><b>Honorary Treasurer's Report</b></p> <p>NO REPORT RECEIVED.</p> <p>JC summarised the financial activities over the quarter, which was quite active, including several courses: RYA2, J15/16 at Dorney, CDO's seminars. Other transactions concerned communications, AGM secretarial, Captain's Meeting at LRC, awards, and fees for the London Federation of Sports and Recreation. Receipts totalled £786.00 and payments £1929.61.</p> <p>JC reported that only one signature is required for the bank account. <b>Action:</b> JC to add AR as signatory and to change the name of the account.</p> <p>JC was asked in a prior meeting to prepare a list of individuals who have taken the RYA2 course in Div19. JC reported that as the CDOs coordinate and authorise payments, they are in a better position to do this. <b>Action:</b> JC asked SiB to track and report on RYA2 courses. RP said that Jill Cobbett used to track this.</p> <p>RP and SiB added that they are attempting to assemble a list of registered and unregistered courses.</p>	<p><b>Noted</b></p> <p><b>Action</b></p> <p><b>Action</b></p> <p><b>Noted</b></p>	<p>JC</p> <p>SiB</p>
4.4	<p><b>Umpires' Commissioner's Report</b></p> <p>NO REPORT RECEIVED.</p>		
4.5	<p><b>Competitions' Calendar Co-ordinator's Report</b></p> <p>Nothing to report</p>		
4.6	<p><b>Regional Safety Adviser's Report</b></p> <p>RWSA's report was noted.</p> <p><b>Decision:</b> TRRC Exec agreed with CG's proposal to end the "leniency" period regarding BoatIDs.</p> <p><b>Action:</b> ER to work with events to ensure they enforce the BoatID rule.</p> <p><b>Action:</b> CG to conduct audit of clubs' boat registers.</p>	<p><b>Noted</b></p> <p><b>Decision</b></p> <p><b>Action</b></p> <p><b>Action</b></p>	<p>ER</p> <p>CG</p>
4.7	<p><b>Coaching Commissioner's Report</b></p> <p>NO REPORT RECEIVED.</p> <p>RP reported that the new Level 2 coaching programme is more expensive than the Instructors' Award but covers more</p> <p>RP felt that the seminars at PTRC and Henley have had disappointing turnout. Possibly the topics and speakers need to be improved.</p>		

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4.8	<p><b>Juniors' Commissioners' Report</b></p> <p>The report from the Juniors Commissioner (downriver) was noted. This report illustrated ARA junior and total membership figures by region.</p> <p>MH read aloud further information from RH regarding the Scullery event. They requested financial assistance from the TRRC. <b>Decision:</b> the request to financially assist the event was not approved. However, the TRRC can offer equipment for the event. <b>Decision:</b> The Exec approved the loan of its current equipment as required with no charge for the first year of the event. <b>Action:</b> AE to communicate decision to Scullery event.</p> <p>The report from the Juniors Commissioner (upriver) was noted. This report was a copy of the 12 December meeting minutes of the Thames Upriver Junior Group.</p>	<p style="text-align: center;"><b>Noted</b></p> <p style="text-align: center;"><b>Decision</b></p> <p style="text-align: center;"><b>Decision</b></p> <p style="text-align: center;"><b>Action</b></p> <p style="text-align: center;"><b>Noted</b></p>	AE
4.9	<p><b>Recreational Representative's Report</b></p> <p>NO REPORT RECEIVED.</p> <p>PM verbally reported that he attended the ARA Recreational Rowing Working Party meeting on 17 December. The <u>provisional</u> dates for the ARA Tour is 27-29 July on the Cam, and the Tour Dinner is 11 March at Maidenhead.</p> <p>MH and PM made it clear that interest and questions regarding recreational rowing are to be directed to PM. PM has identified a number of clubs wanting to develop recreational rowing programmes. <b>Action:</b> PM to contact EW to create advertising bulletin</p>	<b>Action</b>	PM
4.10	<p><b>PR &amp; Marketing Officer's Report</b></p> <p>NO REPORT RECEIVED.</p> <p>EW reported that the next newsletter is scheduled for January, but she requires members to submit ideas and details for articles. <b>Action:</b> HJ and EW will discuss any Boat Race-related items for consideration.</p>	<b>Action</b>	HJ/EW
4.11	<p><b>Upriver Representative's Report</b></p> <p>Nothing to report.</p>		
4.12	<p><b>Divisional Representative's Report (Div 10 – Oxford University)</b></p> <p>Nothing to report</p>		
4.13	<p><b>Divisional Representative's Report (Div 11 – Upper Thames)</b></p> <p>No report received as position is vacant currently. Div Rep election to take place shortly.</p>		
4.14	<p><b>Divisional Representative's Report (Div 12 – Reading)</b></p> <p>NO REPORT RECEIVED.</p> <p>There have been complaints about the impact and conduct of clubs visiting the Reading area. <b>Action:</b> PM to address.</p> <p>Oxford Brookes appears to have completely re-located to the Wallingford area, suggesting it should be recognised as being in Division 12 (not 11). <b>Action:</b> PM to discuss with ARA.</p>	<p style="text-align: center;"><b>Action</b></p> <p style="text-align: center;"><b>Action</b></p>	PM  PM
4.15	<p><b>Divisional Representative's Report (Div 13 – Middle Thames)</b></p> <p>Nothing to report.</p>		

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4.16	<b>Divisional Representative's Report (Div 14 – Staines &amp; Molesey)</b>  NO REPORT RECEIVED.		
4.17	<b>Downriver Representative's Report</b>  The Downriver Representative's report was noted.  JH reported that the manager of the Barn Elms facility is leaving at the end of January, and it seems that Wandsworth Council is unlikely to fill the vacancy. Graham may be asked to run the facility, but he is currently ill. Development plans with the Rugby Club are still unclear. <b>Action:</b> PL to arrange a meeting between representatives of TRRC Council and Wandsworth Council.  JH reported that Jill Cobbett has applied to become Division Representative for UL (Div 17).  JH pointed out his concerns about water quality. <b>Action:</b> JH to follow-up regarding efforts to contact a local MP by a member of VestaRC.  Regarding a coxing/steersperson's course, CG confirmed that a syllabus is under development. <b>Action:</b> CG to seek approval to circulate draft syllabus among TRRC Exec for discussion.	<b>Noted</b>  <b>Action</b>  <b>Action</b>  <b>Action</b>	   PL   JH  CG
4.18	<b>Divisional Representative's Report (Div 14 – Kingston &amp; Twickenham)</b>  NO REPORT RECEIVED.		
4.19	<b>Divisional Representative's Report (Div 16 – Chiswick &amp; Mortlake)</b>  Nothing to report.		
4.20	<b>Divisional Representative's Report (Div 17 – University of London)</b>  No report received as position is currently vacant.		
4.21	<b>Divisional Representative's Report (Div 18 – Barnes &amp; Hammersmith)</b>  NO REPORT RECEIVED.		
4.22	<b>Divisional Representative's Report (Div 19 – Putney)</b>  NO REPORT RECEIVED.		
4.23	<b>London Rowing Club Representative's Report</b>  NO REPORT RECEIVED.		
4.24	<b>Thames Rowing Club Representative's Report</b>  No report received as position is currently vacant, to be filled by Emma James going forward.		
4.25	<b>Leander Club Representative's Report</b>  Nothing to report.		

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4.26	<p><b>Coaching and Development Officers' Report</b></p> <p>The CDOs' report was noted.</p> <p><b>Decision:</b> TRRC Exec agreed to extend a vote of thanks to Putney Town RC for continuing to host the seminar series. <b>Action:</b> MH to convey appreciation to Putney Town RC.</p> <p>London Sports Forum for Disabled People (LSF) have produced a "Club Health Check" document so clubs can self-audit their provisions for disabled people. <b>Decision:</b> TRRC Exec will not fund clubs to purchase the booklet.</p> <p>It was noted that the application for a full time Community Sports Coach has been approved by the Oxford Sports Partnership. TRRC Exec thanks SaB for her efforts.</p>	<p><b>Noted</b></p> <p><b>Decision Action</b></p> <p><b>Decision</b></p>	<p>MH</p>
4.27	<p><b>Equipment Officer's Report</b></p> <p>NO REPORT RECEIVED.</p>		
4.28	<p><b>Projects Co-ordinator's Report</b></p> <p>The Projects Co-ordinator's report was noted.</p> <p><b>Decision:</b> The role for Projects Co-ordinator was approved as described.</p>	<p><b>Noted</b></p> <p><b>Decision</b></p>	
4.29	<p><b>Environment Agency Representative's Report</b></p> <p>NO REPORT RECEIVED.</p> <p>RW reported that he is receiving many complaints from other river users about the language and behaviour from rowers. <b>Action:</b> EW to advertise for politeness among rowers.</p>	<p><b>Action</b></p>	<p>EW</p>
4.30	<p><b>Veterans' Commissioner's Report</b></p> <p>NO REPORT RECEIVED.</p> <p>ML reported he has been in discussion with Henry Harvey. He will conduct research with Div Reps and clubs, and will discuss idea of rotating Vet Champs around the country.</p> <p>ML reported that the National Veterans Commission has not made any progress recently. <b>Decision:</b> TRRC Exec agreed that MH should propose ML as Chairman at the national level. <b>Action:</b> MH to propose ML as Chairman of the National Veterans Commission to the ARA.</p>	<p><b>Decision</b></p> <p><b>Action</b></p>	<p>MH</p>
5	<p><b>CLUB CONFERENCE</b></p> <p>ER reported that he is trying to organise the Regional Club Conference, but is finding it difficult to progress. The conference is intended to explain the role of regions, provide child protection and water safety updates, and any other information of value to members. ER presented a draft agenda for the day. The date set by the ARA is 14 January. This date is no longer feasible. <b>Action:</b> ER to discuss postponement with Rory Semple.</p>	<p><b>Action</b></p>	<p>ER</p>

No.	Agenda Item	Action	Member
<b>6</b>	<b>ANY OTHER BUSINESS</b>		
<b>6.1</b>	<b>Plum Pudding Races</b>  MH reported that the PLA is concerned about any upcoming Plum Pudding Races, especially regarding validity of insurance cover. <b>Action:</b> MH to discuss with a legal colleague.  <b>Action:</b> CG offered to draft a “code” for handling new members of clubs.	<b>Action</b>  <b>Action</b>	MH  CG
<b>6.2</b>	<b>Canoeists</b>  RP observed that canoeists seem to either not know the “rules of the road”, including regarding lights. <b>Action:</b> MH to discuss with Rosemary. <b>Action:</b> PM to discuss with Paul Owen, Chief Executive of the British Canoe Union.	<b>Action</b> <b>Action</b>	MH PM
<b>7</b>	<b>NEXT MEETING</b> Executive Committee Meeting Monday 20 February 2006 19.30 hours Location TBD <b>Action:</b> EW to see if <b>TwickenhamRC</b> is available	<b>Action</b>	ER