

Meeting Particulars

Date & Time	20 February 2006 19.30 hours
Venue	Twickenham Rowing Club Eel Pie Island, Twickenham, Middlesex TW1 3DY 0208 891 5291

Expected Attendees

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

Meeting Agenda

No.	Agenda Item	Note / Decision	Member
0	1 MINUTE SILENCE Before commencement of the meeting, the TRRC Executive observed 1 minute's silence in respect for Simon Mepham who died at Molesey Veteran Head on 18 February.	1 minute silence	
1	APOLOGIES FOR ABSENCE Noted above. In the Chairman's absence, the Downriver Representative has been asked to chair the meeting.	Noted	
2	MINUTES OF PREVIOUS MEETING Decision: Minutes from previous meeting (19 Dec 05) were approved <i>nem con</i> . Action: publish minutes as "final"	Decision Action	AR
3	MATTERS ARISING Progress on action items from the previous meeting's minutes were reviewed.		
4	REPORTS TO EXECUTIVE COMMITTEE		
	4.1 Chairman's Report The Chairman's report was noted. Decision: Council agreed <i>nem con</i> to make the focus of the next meeting (20 March) a report from Bill Mitchell and Chris George on the progress of the PLA Implementation Group. NW agreed to bring a projector.	Noted Decision	
	4.2 Hon Secretary's Report The Honorary Secretary's report was noted. Action: Several members of the executive owe photos and/or short bios for the TRRC website.	Noted Action req'd	Many (see rpt)
	4.3 Hon Treasurer's Report The Honorary Treasurer presented a report on transactions over the period, including AGM, seminars, and RYA2 courses. Receipts totalled £327.00, interest £449.55 and payments £1835.30. TRRC has allowed a budget of 60 RYA2 courses. Vesta RC have now used up their allotment, of two per club per annum.	Noted	
	4.4 Umpires' Commissioner's Report NO REPORT RECEIVED.	NO REPORT	

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	<p>4.5 Competitions' Calendar Co-ordinator's Report</p> <p>The Competitions' Calendar Co-ordinator's report was noted.</p> <p>JP felt that the OARA system for online entries seems to be working, and the events seminar in Leander was helpful. However, JP felt that some regattas are having difficulty with the increased complexity associated with both on-line (OARA) and paper-based entries. JP thought might be something the TRRC could do to help the "average" event through the transition period. Action: ER and EW to follow-up on action items from the events seminar at Leander and general OARA development progress, and provide an update to Council, including how will it help events and clubs (with details), and the networking of HWSAC etc. people.</p>	<p>Noted</p> <p>Action</p>	<p>ER/EW</p>
	<p>4.6 Regional Safety Adviser's Report</p> <p>The Regional Safety Adviser's Report was noted.</p> <p>CG reported that the Online Safety Audit was "imminent" according to the ARA.</p> <p>Incident reports are being sent to the ARA rather than the TRRC RWSA. Action: EW to include a note in the next newsletter regarding the correct procedure for submitting incident reports.</p> <p>There are some boats with boat IDs, but they are not in contrasting colours, making them difficult to read, defeating the purpose. Action: EW to remind the need for <u>contrasting</u> Boat IDs in next newsletter.</p> <p>Mr. Johathan Cline's assistance was noted with appreciation. Action: AR and CG to remember to invite Mr. Jonathan Cline to next "meet the officers" or AGM event as a thank-you. Action: AR/MH to write thank-you note to Mr. Cline</p> <p>Discussion of launch certification proposal in RWSA's report. Decision: TRRC felt that it was not in a position to intervene in PLA's jurisdiction, and that it would be awkward to interfere in the PLA's implementation of PLA rules. Action: CG to ask PLA to provide further details of their intentions, and costs.</p> <p>Discussion regarding the "Tideway Behaviour Committee". Decision: Council agreed <i>nem con</i> to establish a committee. Action: CG and MH to discuss mandate and membership.</p> <p>Discussion regarding old boats that do not have inherent buoyancy. Action: CG and Bill Mitchell with MH, EW and NJ to help raise profile of this issue, reminding clubs of the risk of pre 1 April 2003 boats. Action: CG to ask ARA NWSC to include this in annual audit.</p>	<p>Noted</p> <p>Action</p> <p>Action</p> <p>Action</p> <p>Decision</p> <p>Action</p> <p>Decision</p> <p>Action</p> <p>Action</p>	<p>EW</p> <p>EW</p> <p>AR/CG</p> <p>AR/MH</p> <p>CG</p> <p>CG/MH</p> <p>CG/Bill MH/EW CG</p>

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	<p>4.7 Coaching Commissioner's Report</p> <p>NO REPORT RECEIVED.</p> <p>RP raised concerns about efficacy of coaching committees, as their decisions seem to be ignored (e.g. desire for modular format of courses). Action: RP to draft a letter to the ARA Executive Chair for review at next meeting</p> <p>The seminars have been poorly attended, especially upriver. Action: RP to work with EW on wording to ask clubs (especially upriver) what they want.</p>	<p>NO REPORT</p> <p>Action</p> <p>Action</p>	<p>RP</p> <p>RP</p>
	<p>4.8 Juniors' Commissioners' Report</p> <p>NO REPORT RECEIVED.</p> <p>NW is working with EW to ask questions of clubs with juniors and schools, via the TRRC website, to gather their opinion on key issues.</p> <p>There seems to be some confusion regarding the selection criteria for J16 Sculling Camps. Invites come from Regional camps, anthropomorphic measurements, and ergo scores. World Class Start is separate from all this.</p>	<p>NO REPORT</p> <p>Noted</p> <p>Noted</p>	
	<p>4.9 Recreational Representative's Report</p> <p>NO REPORT RECEIVED.</p>	<p>NO REPORT</p>	<p>PM</p>
	<p>4.10 Veterans' Commissioner's Report</p> <p>NO REPORT RECEIVED.</p> <p>ML will send a questionnaire to EW to gather more information from Veteran rowers</p>	<p>NO REPORT</p> <p>Action</p>	<p>ML</p>
	<p>4.11 PR & Marketing Officer's Report</p> <p>NO REPORT RECEIVED.</p> <p>EW intends to send out a newsletter but requires material to do so. Not just ideas, but content is needed, bullet form will do.</p>	<p>NO REPORT</p> <p>Noted</p>	
	<p>4.12 Environment Agency Representative's Report</p> <p>NO REPORT RECEIVED.</p> <p>RW has written letters regarding the bad language encountered on the Sunbury to Molesey Reach, has produced little result so far, but efforts will continue.</p> <p>RW confirmed that EA licenses are required for boats in non-tidal waters. Action: RW to clarify who is responsible for obtaining the EA licenses, especially regarding regattas. Action: JH to compile a list of events that do/do not include EA licenses in their fees.</p>	<p>NO REPORT</p> <p>Noted</p> <p>Noted</p> <p>Action</p> <p>Action</p>	<p>RW</p> <p>JH</p>
	<p>4.13 Upriver Representative's Report</p> <p>NO REPORT RECEIVED.</p> <p>JP reported that 300 copies of the Junior Officials book have been published, funded by the ARA Volunteer Fund, with special thanks to Sarah Birch. 122 under-18 applications for 38 places. JP plans to start a shadow umpiring scheme, so thanks in advance to all umpires for accommodating some juniors "learning the ropes".</p>	<p>NO REPORT</p> <p>Noted</p>	

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	4.14 Division 10 (Oxford University) Representative's Report Nothing to report.	Nothing to report	
	4.15 Division 11 (Upper Thames) Representative's Report The Division 11 Representative's Report was noted.	Noted	
	4.16 Division 12 (Reading) Representative's Report NO REPORT RECEIVED.	NO REPORT	
	4.17 Division 13 (Middle Thames) Representative's Report The Division 13 Representative's Report was noted.	Noted	
	4.18 Division 14 (Staines & Molesey) Representative's Report Plans for a rowing tank at Molesey are under discussion. Action: JB to learn more and report back.	Action	JB
	4.19 Division 15 (Kingston & Twickenham) Representative's Report NO REPORT RECEIVED. Richmond Regatta has acknowledged the TRRC's correspondence, and discussions have started. Tony Reynolds is the new Chair of the Race Committee	NO REPORT Noted	
	4.20 Downriver Representative's Report The Downriver Representative's Report was noted.	Noted	
	4.21 Division 16 (Chiswick & Mortlake) Representative's Report The Division 16 Representative's Report was noted.	Noted	
	4.22 Division 17 (University of London) Representative's Report The Division 17 Representative's Report was noted. Action: Div Reps to let their clubs know about the upcoming removal of unclaimed boats.	Noted Action	DivReps
	4.23 Division 18 (Barnes & Hammersmith) Representative's Report Nothing to report.	Nothing to report	
	4.24 Division 19 (Putney) Representative's Report Nothing to report	Nothing to report	
	4.25 London Rowing Club Representative's Report Nothing to report	Nothing to report	
	4.26 Thames Rowing Club Representative's Report Nothing to report	Nothing to report	
	4.27 Leander Club Representative's Report NO REPORT RECEIVED.	NO REPORT	

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	<p>4.28 Coaching and Development Officers' Report</p> <p>The CDOs' report was noted.</p> <p>The request to approve the CCDP applications was deferred, as no detail on the applications or criteria to use was available. However, to avoid delay, Council agreed that Action: JP and JH would review applications with MH and CDOs, and recommend actions to Council.</p>	<p>Noted</p> <p>Action</p>	<p>SaB/SiB</p> <p>JP/JH/ MH/CD Os</p>
	<p>4.29 Equipment Officer's Report</p> <p>NO REPORT RECEIVED.</p> <p>1 tannoy has expired and needs replacing (approx £180). Decision: Approved <i>nem con</i>. Action: RW to replace.</p> <p>Action: RW to investigate insurance, as equipment is not insured while en route to an event, or while at a non-ARA event. It is insured while in storage, and events are responsible for insurance and/or loss/damage.</p>	<p>NO REPORT</p> <p>Decision Action</p> <p>Action</p>	<p>RW</p> <p>RW</p>
	<p>4.30 Projects Co-ordinator's Report</p> <p>Nothing to report</p>	<p>Nothing to report</p>	<p>ER</p>
<p>5</p>	<p>CLUB DEVELOPMENT CONFERENCE</p> <p>Club Development Conference dates were discussed, and a possible date of late April was suggested.</p>		
<p>6</p>	<p>ANY OTHER BUSINESS</p>		
<p>7</p>	<p>NEXT MEETING</p> <p>Executive Committee Meeting Monday 20 March 2006 19.30 hours Burway Rowing Club Thameside, Laleham, Middlesex, TW18 1UQ 01784 454860</p>	<p>Noted</p>	