

**Present:**

Eddie Gore (West Cheshire), Craig Harwood (Macclesfield Harriers) , Wendy Valentine (Crewe and Nantwich AC), Alan Parsons (Vale Royal AC), Dave Copsey (Vale Royal AC), Andy Garnett (Spectrum Striders), Vicky Huyton (Cheshire Athletics Network Coordinator)

**Apologies:**

Stephen Matthews (Crewe and Nantwich AC), Bob Lynch (Macclesfield Harriers)

**Theme of the meeting: Year 1 Development Plan**

VH went through the Year 1 Development Plan review.

VH also went through the work plan which has been set out to achieve the rest of the plan. All targets associated with this plan have to be achieved or the network will be seen as unsuccessful and not receive the funding for year 2. The following Key Performance indicators (number of people needed to impact upon) need to be achieved:

Year 1 Projects	KPI Left to achieve
Developing club structures	625
Increase participation and performance in Hammer	74
Increase coaches knowledge with fundamental skills	607
Increase participation and performance in Polevault	22
Increase participation and performance in Endurance	254
Volunteer Utilization	7
Networking with schools	50

• **Actions:**

*All network to provide VH with new ideas as to how the network can achieve the rest of its objectives.*

**Coach and Athlete Development Day Report**

VH explained the success of the Macclesfield Harriers Coach and Development Day (see attached- appendix 1).

• **Actions:**

*All clubs to promote the second Coach and Athlete Development Day at Ellesmere Port on the 27<sup>th</sup> November 2010.*

### **Budget Report and Procedures**

VH explained the procedures around the budget and apologised to all if their claims have been taking a while. (see attached- appendix 2)

- **Actions:**

*All members of network to read through procedures and implement these.*

### **Around the room updates and AOB**

There was a discussion around indoor facilities and it was agreed that this should perhaps be a focus for the Year 2 Network Development plan with the creation of a proactive sub-group. This will be discussed in more detail at the next Network Meeting.

- **Actions:**

*Clubs to bring ideas to the next meeting to support the indoor facilities idea.*

EG explained that West Cheshire are looking towards building an indoor sports village in conjunction with two other sports.

AP explained to the group that Vale Royal AC are making it compulsory for all coaches to attend a first aid course. VH explained that the network has got funding to organise a basic first aid course and there was a discussion as to when this would happen. This could be held at the next Coach and Athlete Development Day or on a Wednesday evening.

- **Actions**

*Clubs to provide Vicky with details of any First Aid courses that they have or will organise.*

DC brought up the issue about volunteer expenses as he attended the England Athletics Club Conference in Leeds on 13<sup>th</sup> November. The network agreed that volunteers will receive 0.40p per mile for any mileage claims for events they attend on behalf of the network.

Issues were raised around internal marketing of the network within clubs

- **Actions:**

*Clubs need to address their internal communications with coaches, athletes and parents. Please ensure that all club websites promote membership of the network page and have links to the EA network page and the Cheshire County AA website.*

**NEXT MEETING: Monday 24<sup>th</sup> January 2010**  
***(please note change of date as agreed at the meeting, this is due to a clash with the North West Council Meeting.)***

**THEME: Planning of Year 2 Cheshire Athletics Network.**

Appendix 1  
**Cheshire Athletics Network**  
**Coach and Athlete Development Day**  
**9th October 2010**

On the 9th October 2010, Cheshire Athletics Network hosted another successful event; a Coach and Athlete Development Day. The idea for the day was thought up by Bob Lynch of Macclesfield Harriers, who, with many years of coaching experience, wanted to use the day for coaches and athletes to develop not just their specific events, but also to open their minds to non-traditional athletics events such as aqua-jogging, pilates and gymnastics. Bob explained “it was quite different to normal training sessions, but then this is what was planned. Hopefully people took away some ideas and techniques that will benefit them in their chosen events.”

The first part of the day involved coaches and athletes splitting off into their event groups which were Hammer, Discus, Endurance and Polevault. Each event had a lead coach (Rod Grant-smith- Polevault, Ronnie and Mike Bomba- Hammer and Discus and Pauline Lynch- Endurance) who worked in groups with both coaches and athletes. Pauline, the Endurance Coach for event stated, “The whole idea of the endurance session was to allow a large group of athletes of different ages and abilities to spark off one another and to sample a series of training sessions that were deliberately designed to take people out of their comfort zone. It is essential to be able to train above your normal race pace for at least half your normal distance, if you want to run faster for longer. Certainly on the day everybody entered fully into the spirit of the sessions”.

The second part of the day then saw coaches and athletes taking part in Aqua Jogging, Gymnastics and Pilates. These activities, lead by instructors from Macclesfield Leisure Centre, gave all involved different ideas of training for strength and conditioning and injury rehabilitation. One coach who attended the day said “I loved the aqua aerobics, it was an excellent day for both coach and athlete.”

This was the second event held by the Cheshire Athletics Network with 43 coaches and athletes from the following clubs attending South Cheshire, West Cheshire, Spectrum Striders, Macclesfield AC, Crewe and Nantwich AC, Warrington AC, Dash AC and even Liverpool and Pembroke AC.

Bob Lynch event organiser said “This first development day put on by the Cheshire Athletics network was a real success. It clearly demonstrated that a number of clubs, coaches and athletes can come together to share experiences and benefit from collective training. Yes it was hard and challenging but I look forward to being able to participate in the next day in the series.”

Vicky Huyton, Cheshire Athletics Network Coordinator says “once again Cheshire has proven that working together really does work! We had some excellent coaches delivering the events on the day and all involved are looking forward to taking their new experiences back to their own clubs. “

Appendix 2

## **RE: Cheshire Athletics Network Budget**

Dear All,

There have recently been issues raised with the time it is taking for people to receive payments from our Cheshire Athletics Network budget and this is something I am very keen to sort out as it is completely unfair that people are to be made out of pocket because of this. I can only send my apologies with this delay and must explain that it is completely out of my hands.

As some of you may be aware, the funding which we received from England Athletics is being hosted by the Cheshire and Warrington Sports Partnership (County Sports Partnership) who also host my role as Coordinator. Due to this, spending the budget cannot be as easy as signing a cheque or withdrawing cash. I have sat down with the Cheshire and Warrington Sports Partnership officer in charge of finance who has explained to me that because Cheshire and Warrington Sports Partnership are a charity, they have to be extra vigilant into financial dealings as they are constantly audited. I am of course aware that the Cheshire Athletics Network budget is not owned by the partnership, however, as it is being looked after them, we have to follow their procedures.

I apologise that all of this has not been communicated with you earlier, I have only just been made aware and was unaware that any issues had occurred with regards to invoices I had submitted. To solve this matter for the future I have now been informed that the procedure is as follows:

- Fill in the **PAYMENT REQUEST FORM**
- Attach any receipts or other invoices with this
- Send to Vicky Huyton at Cheshire and Warrington Sports Partnership
- Payments should then be made within 2-4 weeks.

If this procedure is not followed then payments cannot be made. Apologies once again and I hope this letter explains everything you needed to know.

Kind regards,

Vicky