



WATERSIDE GYMNASTICS CLUB

www.watersidegymnastics.co.uk

Minutes of Committee meeting 24th April 2017

(Confidential appendix)

Present

Della Downes (Chairperson)

Di Kingswell (Treasurer)

Rachel O'Neill (Head of Coaches)

Barbara Mogg (Secretary)

Jen Hoskins

Claire Lisk

Rebecca Long

Apologies

Lisa Taylor (Welfare Officer)

Steph Randell

Kate Rowlandson

Kevan Brewer

- **Minutes of Previous Meeting (27.02.17) including Confidential appendix**
Approved-proposed by Rachel O'Neill
Seconded by Di Kingswell
There were no amendments to the minutes.
- **Points carried forward from previous meeting**
Safeguarding update on behalf of LT; 1 course was held for 15 coaches during the Easter break and 2 more are booked for 26th June and 6th September 2017.

Dates of next year's Gala were confirmed as 27/28/29th January 2018 with the theme "Disney"

- **Chairperson's Report**

DD queried regular non-attendance to sessions. There followed some discussion and it was agreed that a gymnast not attending for 4 consecutive weeks without a valid reason eg broken bone, that the gymnast's parents would be contacted and asked to give up their space.

ACTION Policy to be written and communicated to parents alongside the Summer term invoices.

ACTION Handbook to be printed and copied to all parents.

DD informed the committee that there had been a minor incident in the hallway towards boys changing rooms. A request was made to check the CCTV but was informed that only the WO would be given access. It was agreed that WGC should have a few named individuals who should be given access.

ACTION DD to contact Noadswood to discuss this.

There was some discussion regarding the number of under 14s being dropped off in the car park without prior agreement with coaches or checking coaches are present for the session.

ACTION Insurance form to be altered to include Parent signature agreeing to conditions in our handbook. BM for September insurance renewals.

Please see CONFIDENTIAL APPENDIX.

Update on the floor replacement work-DD informed the committee that she has emailed GYMNOVA again as they have yet to arrange to return to the gym to confirm measurements, dates for work to be completed or to confirm any decision on the design of the "BLUE".

- **Treasurer's Report**

Balances; Current account £11,420.37

Deposit account £ 42,420.86

DK informed the committee that following debt chasing there are only 11 outstanding bills from January. Summer term invoices will be ready to go out during the next week. DD to query with SS cost covered by Noadswood and/or WGC.

- **Head of Coaches Report**

RO'N held a Heads of Section meeting;

H of S were reminded that all coaches need to complete membership/insurance form-many not been returned.

Expenses-were reminded about the policy of expenses sheets being given in on time for payment.

There were some equipment requests; small green mats

springboard for Artistic

beam ends to be recovered

Hands+Feet to be purchased-these were

previously purchased and need to be located

ACTION CL to sift springboards on behalf of

artistic

RO'N requested a replacement/update of office computer.

ACTION SS to be asked at Agreement

meeting on Tuesday 2nd May

RO'N proposed the possibility that as there is such a long waiting list for GG spaces (Monday and Thursday sessions to remain as feeding on from minis sessions) to open a further session(discussed with SM) on a Friday evening 7-8.30pm alongside the 12 gymnasts from Artistic who currently use the gym at this time. It was also suggested that a Sunday from 5pm there would be availability within the gym.

ACTION RO'N to look into the availability

and support from other coaches

H of C is looking at coach ratios within individual sessions across all sections of the club.

- **AOB**

BM on behalf of LT reminded committee about paying web domains, currently by DS.

ACTION DK to renew and reimburse DS

LT has started an induction pack for new coaches/volunteers.

ACTION LT to liaise with RO'N

RL reinforced the importance of coach ratios with regard to the support and training of volunteers.

ACTION qualified coach support/training to be given

Date set for next meeting; 12th June 2017 BM to book Conference room

Meeting closed at 9.00pm