

Sussex Meeting

Minutes

18th July 2016

K2 leisure centre

Start :8.30 pm

Present:

Ali Wileman(AW), Emma Ballancore(EB), Sally-Anne Warner(SW), Sam Penny(SP), Lisa Jestica(LJ)

Apologies:

Richard Kealsey(RK)

	Agenda item	Lead	Format	Action
1	Welcome/Previous Minutes Previous minutes agreed	EB	Verbal	All
2	Treasurers report The balance for the Sussex account is £36,725.16, but still waiting for all invoices to be submitted from the Sussex comp. More up to date figures to present shortly Work to develop a spreadsheet for costings to support SA. Invoicing process is fragmented with all disciplines doing different processes, may come in line with what the region does	SA	Verbal	SA SW SW
3	Discipline reports Reports received from Team gym, Wag and MAG, these will be found on the website. Reports needed Acro, General, Trampolining and Tumbling		Verbal/written	RK LC, SP, JB, CJ

4	Sussex Championships Good feedback from parents, but the Sussex champs committee agreed with the feed back given by Sally-anne and Richard, that lessons had been learnt and will be taken on board going forward, presuming of jobs, for allocated people. Plan for going forward is that all committee members to send to secretary, by the 2nd August, check-list that they may use when planning a comp. Secretary will merge all list, ready for the next meeting Chair to support the pre and post planning for all disciplines Etiquette – there was feedback about coaches and gymnasts eating on and around the floor area, which does not look professional. Competition information will be updated to reflect this for next year Hawth Gym Club have provided gym equipment to support the Sussex competition, such as floor, red blocks and has never submitted an invoice to date. It was agreed, by the Sussex committee members present, to be invoiced for the hire of equipment of £200 to support the use of the equipment for the Sussex comp.			All Committee EB EB EB SW
5	AOB Regional Criteria – it was agreed that this should be added to the Sussex website to support clubs, but for AW to send an email out to all clubs to raise the awareness, as there has been changes. Role of the Welfare Officer on the Sussex Committee, AW asked if there is still a need to send information to the welfare officers that were on the committee, as they have never attended, or responded			AW/RK

	to any committee information since AW has been secretary. SA will ask at Regional board, to clarify what they will bring to the Sussex meetings. SA asked about checking for funding requests, to ensure there was a process in place to manage who received year on year. EB takes responsibility of approving SA happy to process, when approved by Chair Hove have been chasing up funding, unsure if online paperwork has been processed. EB will look into. Charlotte Jbali, EB raised concerns to see if the committee need to check in with her. EB will make contact. AW away for 2 weeks in August, to liaise with RK, about out of office response			SW None EB EB AW/RK
	Next Meeting:12th September, 2016 20:30 K2			

Signed by the Chair: