Minutes of a Meeting of the London Trampolining Committee held at Harlington Sports Centre, Pinkwell Lane, Harlington, Middlesex, on Wednesday, 25 February 2015 at 7.30pm.

Present:
John Wotherspoon (JW), Linda Lawrie (LL), Andrew Wood (AW), Andrew Freeman (AF), Christine Geary (CG), and Bal Dowrich (BD). Kirsty Sweet (KS) also attended and arrived at 7.55pm.

1. Apologies for absence were received from Sabrina Dunn (SD), Marian Wood (MW) and Melissa Chaudhry (MC).

2. Minutes of the Meeting were confirmed as follows:
   (a) Minutes of the Meeting held on Wednesday, 3 December 2014, were confirmed and signed as a true record.
   (b) Minutes of the same meeting for the London Gymnastics website were confirmed and agreed.

3. Matters arising on the Minutes:
   3.1 AW has contacted Gymaid and the necessary work organised.
   3.2 AF has confirmed he will provide a report covering all aspects of communications for London Trampolining by the next Committee Meeting. Action: AF
   3.3 It was agreed that the erection of barriers at the last competition to keep the competition area exclusive to officials and competitors had been a success. It was agreed that this should continue, with the barrier extending to the first trampoline.
   3.4 Computers have been purchased.
   3.5 Costs of courses charged by other regions were investigated.
   3.6 Trampolines have been serviced.
   3.7 DMT is an agenda item for this meeting.
   3.8 Job descriptions have been circulated.
   3.9 Development plan is in progress.

4. Officer Reports
   (a) Chair: JW circulated a report prior to the meeting:
      Chairman’s report: London Trampolining: February 27, 2015
      FYI
      Kylie Walker (DMT and trampoline) has been appointed as performance pathway coordinator for London.
      Notes from London gymnastics meeting December 5.
      • It has been agreed that TCs would open their bank accounts with HSBC and DB would be a signatory on all.
      • All accounts need at least 2/3 signatories – with DB being one of them.

   Awards: see attached document.
   • Administrators shouldn’t be rewarded when they are paid.
   • Venues shouldn’t be rewarded for their service when they are being paid to host.
   • Longevity should be removed. Coaches were the only exception to this rule and only should be rewarded for longevity where they have also received awards for their services and achievement.
   • Rewards (Pins etc) /certificates should be presented immediately once members reach the necessary criteria for various awards categories of Bronze, Silver, Gold and Platinum.
     o This therefore encourages a ‘reward on demand’ initiative, that sees people awarded when they meet the criteria, removing any degree of subjectivity
     o TC’s should be looking to award these at subsequent events/competitions
     o TC’s should use the web form to record all awards that they hand out, and this would ensure that a central
The self-nominate web form also means the onus of reward recognition is shared across both individual member and the TC.

- It was agreed to introduce a new Reward Card scheme for unpaid volunteers who attend and help at London Gymnastics events. They can collect stamps to gain prizes (as detailed in the awards criteria attachment).
- The rewards cards will now supersede the Merit Awards and Young Volunteer award.
- Regional Club of the Year and TC Club of the Year awards to be deleted as causes too much animosity. The Special Achievement award has been revised to make up for this.

**AGM AND DATES**
- Due to the rescheduling of the annual general meeting etc of London gymnastics the following deadlines are now pertinent.
- A number of these impinge upon London trampolining.

**DATES IN THE RUN UP TO THE AGM 2015**
- 6 June 2015 Venue Redbridge Leisure Centre
- 18 February Notification of the dates and venues for all the Technical Assemblies Must be after 1 April and before 1 June
- 23 March All TC reports to Anne McNeill
- 1 April Issue of TC reports and accounts along with the nomination forms for the election of appropriate TC Chairman positions – all of these will be on the website only. Notification will be sent out by NewsBlast
- 30 April Closing date for resolutions for the AGM
- 1 May All Regional reports and accounts to Anne McNeill
  - Chairman
  - Coach Ed
  - Legal
  - Marketing
  - Events
  - Regional Administrator
  - BG London Team – Development
  - Finance
- 7 May All information for the AGM including resolutions sent to the website including the regional reports and accounts Notification will be sent out by NewsBlast
- 6 May (Saturday) AGM at Redbridge Leisure Centre at 6.30pm

Note that the following TC Chairman are up for election in 2015
- Acrobatics and Tumbling
- Disabilities
- Men’s Artistic
- Women’s Artistic

**Notes:**
We need to have “trouble shooter” who will scan ALL documentation for loopholes etc with a very critical eye before publication.

4.1 There was considerable discussion regarding the requirement for each TC to have bank accounts with HSBC.

(b) Secretary: Nothing to report.

(c) Competitions: BD submitted a report prior to the meeting:
Sunday 25th January 2015.
153 gymnasts entered our first Grades event of the season while 108 competed. We welcomed back Aviators Trampoline Club and saw Inspire Trampoline Club take part in their first competition. We used LG logo on our medals, which were purchased from their named supplier “Bullseye” to achieve better discount levels.

Maxine proceeded to arrange trophies for this event without authorization or budget and is expecting us to pay for the invoice. John is currently investigating the matter and exploring our options. I will bring the trophies to the meeting, as we need to decide & conclude this finally. I understand from Sabrina that we may be facing legal action ???

The competition was very successful with a 37% profit and the feedback from clubs & spectators was hugely positive.

Sunday 8th February 2015

169 gymnasts entered the Grades while 148 competed
77 gymnasts entered the NDP while 76 competed
The timetable needed extra work to accommodate both pathways requiring the 4x4 bed. This should no longer be an issue, because we now have two 4x4 beds.

We were able to run both pathways independently to each other but during the same event. This created a fantastic atmosphere for the gymnasts to compete in; spectators commented on enjoying the day too.

Tablecloths were arranged for the Official’s Panels, which were optimistically received, lifting the standard of the event. Officials also seemed to have taken note of their attire, as the majority of them were very professionally dressed. (LG have paid for the tablecloths at no charge to us)

DE Photography & NG Sportswear attended the event providing us with an extra income of £154.96

We were confronted with an anomaly where Queensmead (Phil) presented their check in sheet on “Word” format after changing their teams. At Check in, unless the alterations are marked in pen or verbally notified it is presumed that there are no changes.

Maxine made us aware of the change during presentation informing us that the U15G Elementary Team results are incorrect because of her Team change.

Going forward, I will have to send everything in PDF or lock frames & cells in Excel so to avoid a repeat of this, however we will need to discuss if we want to change the Team results.

Online Entries
The NDP Comp has been set up on BG/LG website but will hopefully go live before our meeting.

I have spoken with Richard, BG Help desk, today and he has trialled a dummy entry which looks good so far.

I need to add our bank details for us to receive the payments from clubs, which will be done tomorrow hopefully.

Then I believe we can go live; I will extend the opening date to accommodate clubs while ensuring we have plenty of time to arrange panels and timetable.

Please note that the profit percentages are not bottom line but simply the entries minus expenses and charges.

4.3 The purchase of trophies for competitions was discussed.

4.4 It was agreed that a policy covering the purchase of trophies/medals for competitions should be provided for the future.

Action: CG

4.5 At the 8 February 2015 competition, there was an anomaly whereby the teams of one club were input incorrectly, due mainly to the check in sheet not highlighting changes that had been made. It was agreed that in the future, further, defined checks may need to be made, and the suggestion was made to invite Karen Gent to oversee such checks. It was also agreed that as a gesture of goodwill, some further medals would be awarded, but again, it was agreed that Karen should check the results formally to ensure the correct awards are made.

Action: JW:KG

(d) Judging: LL submitted a report prior to the meeting:

Courses arranged:
7 & 14th March 2015 – Club Judge – 7 applicants – PLEASE NOTE THAT THIS COURSE WILL LOSE MONEY IF IT GOES AHEAD (APPROX £200); HOWEVER, 5 OF THE APPLICANTS ARE FROM NEW CLUBS SO IT WOULD SEEM UNFAIR NOT TO BE ABLE TO OFFER THEM A COURSE. WE NEED TO MAKE A DECISION ON THIS PLEASE.
6th & 7th June 2015 – Club Judge – no applicants

Mel Alesi is the tutor for the above courses.

I emailed clubs last year to ask if they require any higher level courses but no one has responded. As such I don’t think it is practical to offer a County or Regional course at the moment.

REGIONAL AWARDS:
We need to reach a decision on what (if any) regional awards we will be presenting and when.

4.6 It was agreed that the Club Judge course in March should go ahead, regardless of the loss of revenue.
(e) Communications: AF submitted a report prior to the meeting:
1x London Matters news article for January competition


I did not produce a news article for the February competitions – I was ill that week. I will do a combined article for the March competitions.

Trampoline & Tumbling regional leotard and tracksuit for NDP Regional Finals 2015: Last year we were almost not allowed to compete as we didn’t have a regional kit! Christine Brockbank has been leading a small working group on regional kit for Trampoline & Tumbling. Together the kit for 2015 will be:

- Boys: Navy leotard with kingfisher trim. Tumble & DMT add navy shorts. Trampoline add white trousers
- Girls: Cosmic leotard in navy/kingsfisher/silver
- Gymnast tracksuits for medal ceremony: The tracksuit will change in January 2016 so we don’t want gymnasts to buy the old style. Ideally gymnasts can lend the tracksuit. If not the top is £25 and the whole tracksuit £35. Need to check if they must wear the tracksuit.
- Team coaches: London Gymnastics polo shirt with navy tracksuit bottoms (ideally existing team trousers)

It is hoped for 2016 a discipline wide leotard may be designed however a few disciplines are resisting this so the leotards may stay the same or change again.

Discussion points:

- Collection of leotard fees. Tumbling are paying by cheque on the day of the last qualifier. It may not be as obvious for trampoline/double mini so should we wait until the official BG list comes out? Anyone knows when this may be?
- Should individual families pay the committee or clubs on their behalf?
- Does anyone know any gymnasts with the London Gymnastics tracksuit?
- Adding to this, can we discuss the entering process for the finals this year – designated individual and the gymnasts entry fees, judges and team coaches.

4.7 The Committee agreed that AF should take responsibility for the regional kit, on behalf of London Trampolining. **Action: AF**

(f) Disability Trampolining: No report received.

(g) National Trampolining: Nothing to report.
(h) Annual Budgets and Finance:

4.8 The draft annual LG accounts which were circulated to the Committee by SD were accepted. The Committee agreed the accounts for the year 2014 for publication.

4.9 It was agreed that the rules for late payment, or non cleared funds for competitions would be adhered to, and a penalty of £20 for non cleared funds would be applied to those who transgress.

5. Committee Issues

(a) Revised Job Descriptions

5.1 All revised job descriptions had been received, with the exception of those for Communications and Disability Trampolining. CG to chase. Action: CG

(b) DMT

5.2 JW advised that the March DMT competition would run.

5.3 JW was now officially running two clubs - Trampolining and DMT. Those who wished to concentrate solely on DMT could now do so. He felt it was hard to generate interest in DMT with so few clubs offering it. He was providing some taster sessions for DMT with a view to expanding it as a discipline in London.

(c) Regional League 2016

5.4 AW circulated a proposal for a Regional League to commence in 2016. It was agreed that JW would respond showing an expression of interest, on behalf of the Committee. Action: JW

6. Any Other Business

(a) London Gymnastics Awards Criteria: It was agreed that LL should look at the Awards Criteria and Process issued by London Gymnastics, on behalf of the Committee, and circulate to clubs. Action: LL

7. Date and venue of next meeting:

(a) Technical Assembly: Wednesday, 6 May 2015, at 7.30pm at Harlington Sports Centre. This will be followed by a Committee Meeting of the newly formed Committee.

(b) Committee Meeting: Wednesday, 8 July 2015, at 7.30pm at Harlington Sports Centre.