



East Essex Triathlon Club

Minutes of the Committee Meeting Held on the 01st September 2025

In Attendance:

Ben Brooks, Charlotte Brooks, Ian George, Graeme Silcock, Zena Shean, Sue Fuller, Chris Muers, Kay Bennett, Katherine Stops, Eugenia Hewitt, Niall Canavan

Agenda Items:

- Matters arising from the last Committee Meeting
- Finances
- Kids Tri
 - Updates from BSV on Pool Closures
 - Event Options (Change of Format, Secondary Locations etc.)
 - Marshalls
 - Photo Registration Sheet/Printing
 - Medals/Bags/etc.
- Awards Night

Matters arising from the last Committee Meeting:

- Updates from BTF on use of WhatsApp to send images (East Essex Kids Group)
 - BTF have advised clubs not to use WhatsApp to share images of kids at events through the chat function. When an image is shared in a WhatsApp group, all participants in that group receive the image, WhatsApp's default functionality downloads those images directly to the users phone (e.g. iPhone Photos). This is a default setting unless users toggle off this function on their device. The issue is not the taking of photos, as a club we have waivers in place when members join in addition to guidance at events. Instead the issue relates to automatic downloading of those images to members within WhatsApp group and potential for those images to be shared. BTF have therefore advised asking parents to not post images of kids in the WhatsApp groups.

Finances

- In light of the BSV closure, there is still ~£6k in the club accounts so that if we do go ahead with a reformatted event and entrants withdraw, there will still be funds available to help cover the costs incurred if needed.

- For the event and medals costs incurred are around £2k in total, if 50% of entrants were to withdraw we can still break even.

Kids Tri

- In light of BSV closure, the BTF are still happy for the event to go ahead as a Duathlon but will need to issue another permit and EETC will need to do another risk assessment.
- BSV have advised it will be ~£1k to host a duathlon format.
- Jenny suggested a new route that's shorter for the youths (2km), all other routes viable.
- Have until midnight to confirm to Jenny data for proposed event/routes.
- Committee agreed to go ahead with a Duathlon format.
- Jenny noted we need to agree a map for the marshals for the new routes.
- Trophies – Ian G to order new duathlon trophies if not too late to do so, Jenny has ~125 tote bags printed and ready to go.
- Graeme, Zena & Jenny to meet at BSV for 17:30 and Graeme to complete new risk assessment to send to Ian/Jenny for BTF permit approval.
- Graeme shared updated Photo Pass permit form for EETC events, new form to cut down on the amount of personal data we handle/store and follows guidance from BTF safeguarding.

Awards Night

- Awards Night 21st November
 - Zena discussed all committee members and wider members of club getting behind the awards night and helping to share via social media. Club Champs 2026 (Suggested Events)

AOB

- Graeme shared updates from BTF and Eastern Region for:
 - BTF SBR Pilot Events – Expression of Interest (EOI)
 - 2025/26 Coaching Course Dates from BTF

Date of Next Meeting

- 10th November at BSV.