



**Newham and Essex Beagles Athletic Club**  
**Minutes from Executive Committee Meeting**  
**Monday 29<sup>th</sup> June 2020**  
Via conference call

**Chair:** Tony Shiret (TS)

**Attendees:** Claudia Rabess (CR), N Hepburn (NH)

**Guests:** Adele Stach- Kevitz (AS-K), Barbara Wilson (BW), Sonia Allman (SA)

**Track Reopening**

- Meeting called to discuss and agree the risk assessments, forms and plans that need to be put in place in order for training to resume at the LMCT.
- Plans presented to LS185 who have said they are fine but a walkthrough of the LMCT Stadium is needed with any outstanding points cleared by 8<sup>th</sup> July.
- Plan reflects Coaches comments and risk assessment.

**Feedback on plans/risk assessment**

- Volunteers are going to be needed which we already have a lack of and those shielding may mean even less help than usual
- As there is only one entrance point less help will be needed. Only person will be needed on the gate and one volunteer at the desk. TS can cover one of these roles if needed.
- First 2 sessions are on a weekday and so we will use these sessions to work out a routine for the rest of sessions going forward.
- AS-K will try and attend the first training session on 13<sup>th</sup> July as an extra pair of hands.
- It is better to be over resourced so the right impression can be made on the first night of training and sets the tone for the rest of the training sessions.
- **Action:** NH to make zone letter signs needed for assembly points.
- Volunteers will have PPE to use such as visors, face masks and gloves.
- Coaches need to let Management Committee know what their training plans are and who will be attending their sessions.
- First aid will be provided by LMCT management however there are members of NEBAC that are first aid trained.
- We need to be mindful of photos taken at training to ensure there are no images of our rules not being adhered to.
- Foundation group and Academy will not be starting back straight away.
- With all the groups that want to return to training maybe a phased return should be implemented for the first week so groups return on a Mon, Wed and Sun morning rather than all groups returning on the same night.
- It needs to be made clear that only 5 coaches/training groups will only be allowed on the track at any one time. A rota may need to be put in place. Coaches need to inform as soon as possible when they want to train so it can be scheduled.
- All agreed that risk assessment / Plans have been approved by NEBAC Management Committee.
- Another meeting will take place with all coaches before training starts again.