



## Minutes of TVT Committee Meeting

**Meeting Date:** Tuesday, 10 February 2026

**Meeting Time:** 19:40–21:00

**Venue:** In person

### Attendees:

- Martin Alder (MA) – Chair
- Derek Bowley (DB) – Vice Chair & Head Coach
- Tracy Suff (TS) – Secretary
- Matt Picozzi (MPi) – Treasurer
- Mark Pocock (MPo) – Membership Secretary
- Vikki Aust (VA) – Communications Secretary
- Mike Dean (MD) – Social Secretary (joined online)
- Ian Coddington (IC) – Lead Welfare Officer (joined online)
- Rebecca Cartwright (BC) – Social Secretary & TVXC Rep

### Apologies:

- Liz Drummond (LD) – Club Captain
- Gary Farrell (GF) – Club Kit & Club Champs Secretary

### 1. Welcome

MA opened the meeting and welcomed attendees.

### 2. Review of Previous Actions

The committee reviewed outstanding actions from January. Most items were completed, including the move to Google Drive and the purchase of the speakerphone. TS confirmed the system is now in use:

### 3. Social Event Feedback & Volunteer Interest

The February social was lightly attended, with only one non-committee member present. The committee noted the need for more effective volunteer engagement.

### 4. 2026 Club Championships – Finalisation of Events

The committee agreed the need to confirm specific races so members can plan ahead. A detailed discussion followed, covering run, cycle, swim and triathlon events.

### Agreed 2026 Club Championships Events (subject to final confirmation):

| Discipline | Event                         | Notes   |
|------------|-------------------------------|---|
| Run (5K)   | 5K Track race – 15 April 2026 | Not done before, can use existing training session, early-season option |
| Run (10K)  | Shinfield 10K – 4 May 2026    | Early May Bank Holiday run by Reading Roadrunners.                      |

| Discipline                         | Event   | Notes  |
|------------------------------------|---|--|
| Cycle (TT)                         | Maidenhead CC TT – 2<br><i>July 2026</i>                        | Road-bike-only category proposed. Drift Road route. 10 mile. Can't be weekends either side of longest day. |
| Swim                               | Open Water Swim –<br><i>mid-July (TBC)</i>                      | To be scheduled before school holidays   |
| Triathlon                          | Reading Triathlon (Sprint & Olympic) – <i>13 September 2026</i> | Local and well attended  |
| Middle and Long Distance Triathlon | Individual entry  | Members to enter for relevant award. No race to manage.  |

The committee agreed to adopt a **road-bike-only** category for the cycle time trial to improve accessibility:

#### Actions:

- LD/ MD/ VA to confirm all dates and publish the full 2026 Club Champs schedule, and advertise at AGM.
- DB to liaise with Andrew Payne regarding TT course availability.
- TS to update Member volunteer with plans for Club Champs and to confirm they will still be able to be the champs representative
- MPi to ask Jamie at Reading Lake about availability for Swim champs, and Mark at Tri2O for discount for Reading Triathlon.
- Committee to look into discount for Shinfield 10K

#### 5. 2026 Awards – Nomination Process

The committee discussed the need for a clearer, more transparent nomination process following issues in 2025. LD was absent, so final decisions were deferred.

The committee agreed that the awards categories will remain the same, with the process to be finalised with the incoming committee after the AGM. MD confirmed the venue for the awards dinner has been booked.

#### Action:

- LD & MPo to propose a simplified nomination process for approval at the next meeting.

#### 6. AGM Readiness

The committee reviewed all preparations for the AGM, including catering, BTF attendance, agenda flow, and presentation responsibilities.

Key points included:

- Pizza and drinks confirmed; kitchen access arranged, with water urn.
- BTF representative to be allocated a **15-minute** slot, but advised 5 minute max.
- All committee members to prepare short verbal summaries of their reports.
- Sign-in to be managed via ClubPal.
- Set-up support required from 18:30; MD to coordinate.
- Agreement to use Clubpal as the sign in sheet.

#### **Actions:**

- TS to finalise AGM agenda and circulate after deadline of content by 27 February.
- MD to coordinate set-up volunteers and refreshments 6,30pm arrival and washing up support after meeting.
- All committee members to submit slides/reports by 27 February.
- TS to confirm BTF attendance and topic focus, and earmark 15 minutes, although ask for less than 5 minutes.
- MD to prepare a slide summarising past and potential social events for AGM.
- VA/ BC to compile charity fundraising totals for AGM slides.
- VA to remind about AGM and advise about presence of BTF and opportunity to ask BTF any questions, in the next newsletter/ Facebook. Committee to prepare questions in advance in case of no questions from membership.
- All committee members to provide their scripts and material for PowerPoint by February 27th to TS & VA.
- DB to support registration at AGM with registering any extra members on Clubpal.

#### **7. 2026 Budget Review**

MPI presented the draft 2026 budget. Key updates:

- Coaching CPD allocation added (£45 per coach).
- Free memberships and training tickets for subcommittee members included.
- IT savings realised following the move to Google Drive and removal of dropbox subscription.
- Training sessions currently forecast a £1,500 loss due to low attendance; options to be reviewed in April.

The transcript notes:

“Sessions at the moment are probably set to lose about £1500... we need to put our heads together.”

#### **Actions:**

- All to review budget and submit comments and ideas for spending funds by 25 February to MPi
- DB & MPi to prepare options for improving training attendance for April meeting.

## 8. Committee Roles – 2026 Confirmations & Nominations

Interest from members continues, including Sunil Fernandez, Linda Church and Helen Williams with further follow-up planned.

The committee reviewed expected vacancies and potential candidates.

Updates included:

- **Club Captain:** VA has stepped forward, the other member mentioned at last meeting has not applied/ continued discussion.
- **Club Champs Secretary:** Sunil Fernandez has expressed interest and has relevant experience.
- **Social Secretary:** Linda and Helen to be approached as a potential pairing.
- **Membership Secretary:** MPo to explore options with a previous role-holder. DB to follow up with GF re membership Kit in membership role
- **Welfare:** IC highlighted the need for an additional female welfare officer.

### Actions:

- MA & MD to speak to the two member volunteers to discuss social secretary partnering.
- MPo/ MPi to follow up with Member Volunteer re potential Membership Secretary role and duties.
- IC to raise the need for a female welfare officer at the AGM.

## 9. Coaching & Training Update

DB provided an update on coaching capacity and session attendance:

- Adult coaching remains well covered despite absences. Both Jo and Ruth are keen to do more adult coaching
- TriStars sessions are full, with waiting lists.
- Friday swim sessions remain below capacity but financially stable. Mondays have a waitlist.
- Track attendance variable due to weather; technique sessions well received. Winter cycling has also been slightly down. This is seen with other local cycling clubs in terms of winter cycling.
- Lifeguard provision is good as Jo Williams has recently requalified as lifeguard. Jo Joyce and Darryl are lifeguards. DB would like to thank Reading Swimming Club which made getting Jo's lifeguard qualification simple and cost effective.

- Cycling technique sessions will be scheduled. DB to discuss with Darryl Robins re communication of technique sessions to encourage good member participation.

## **10. Constitution – Club Closure Clause**

The committee discussed adding a clause to the constitution specifying where club funds should go if TVT were ever to cease operation.

MPI summarised HMRC guidance:

“HMRC have got some very specific guidance... funds must go either to a governing body... or a local registered sports club.”

The committee agreed the simplest and most appropriate option is to nominate **British Triathlon Federation (BTF)**.

### **Action:**

- MPI to draft wording for AGM approval, and item to be discussed within Treasurer section at AGM.

## **11. AOB**

Committee noted the need to improve visibility of club discounts; to be reviewed post-AGM. Race discounts are sent to committee member emails and to avoid mentioning them all and an ever longer list in the newsletter the idea of putting them on one document, on Google, Facebook or Clubpal was discussed.

### **Action:**

- VA/TS/MPI to review setting up a document of Clubpal to find all race discounts offered to TVT members
- VA to ask for Race reviews on Facebook for newsletter content
- MPI to discuss farewell gifts for Committee members with DB

**Meeting closed at 21:00.**