



## Minutes of the Triathlon England Annual General Meeting held on Wednesday 24 November 2021 at 7pm

---

**Venue:** Zoom

**Time:** 19.00-20.00

**Present TE Board:** Debbie Clarke - Chair, Halima Khan, Louise McFadzean, Karen Rothery, Andy Salmon, Tracey Sample, Stephen Watmough, Sarah Taylor-Hough.

**Present BTF Board:** Bill James, Nicky Dick .

**Present Board Observers:** Jamie Gordon (TE Council President), Duncan Hough

**Present staff:** Helen Marney, Mike Cavendish, Beverley Lewis (Welsh Triathlon), Anna Smith-Clare, Claire Page, Kirsten Fasey.

**Present members:** Please see Appendix.

1-3	<p><b>WELCOME, APOLOGIES, AND MINUTES OF PREVIOUS AGM</b></p> <p><b>1.1 Welcome</b></p> <p>Jamie Gordon, the TE Council President, welcomed everyone to the AGM.</p> <p><b>1.2 Apologies for absence</b></p> <p>Kevin Currell, Avi Tillu, Sally Lockyer, and Claire Jenkinson sent their apologies in advance.</p> <p><b>1.3 Minutes of 2020 AGM</b></p> <p>In the absence of comments, the minutes were taken as approved.</p>
4	<p><b>STATEMENT OF ACCOUNTS 2020/21</b></p> <p>Louise McFadzean, the Independent Non-Executive Director for Finance, presented the 2020/21 annual accounts and reported a challenging year financially for Triathlon England in the context of the uncertainty and disruption caused by the global pandemic. A loss of £242,000 was reported against a pre-pandemic budgeted surplus of £46,000. British Triathlon reported a surplus of £404,000 against a budgeted surplus of £83,000. Therefore overall, the legal entity comprising Triathlon England and British Triathlon reported a total surplus of £162,000 against a budget surplus of £129,000.</p>



**Minutes of the Triathlon England Annual General Meeting held on  
Wednesday 24 November 2021 at 7pm**

	<p>Across the year, the global pandemic resulted in many events being cancelled, resulting in events income dropping from £310,000 to £43,000. Independent revenue fell below grant funded revenue (from 53% to 45%). Membership retention was 74% across the year.</p> <p>Strategic responses to the pandemic included the promotion of outdoor sport, and a control of operating costs where possible.</p> <p>Looking ahead to the current financial year, the current forecast was to produce a deficit of £56,000 against the original budget of a £306,000 deficit.</p>
5	<p><b>BTF REPORT</b></p> <p>Bill James, Chair of British Triathlon, Andy Salmon, Chief Executive, and Mike Cavendish, Performance Director, presented their review of the year.</p> <p>Mike Cavendish presented an overview of the Olympic and Paralympic Games in Tokyo.</p> <p>Andy Salmon spoke about how the organisation had responded to Covid-19 and extended a sincere thanks to all those who had supported the organisation during this difficult period. AS highlighted the work taking place around equality, diversity, and inclusion, the new major events strategy, supporting age group athletes, and a technology project.</p>
6	<p><b>ANNUAL REPORT 2020/21</b></p> <p>Debbie Clarke, Chair of Triathlon England, thanked all those who were in attendance, and provided an overview of 2021. In particular, DEC thanked the work of all those in Triathlon England who supported a return to sport, the executive team in their values-led approach to “doing what’s right”, and the support and guidance provided by the Triathlon England board.</p> <p>Helen Marney provided some highlights of the year. There has been a comprehensive internal review of safeguarding standards, and as a result every coach and activator has been required to undertake safeguarding training by the end of 2021. More work will come in 2022 with an ongoing review of the workforce qualification system. The team looked at creative ways to facilitate participation in swim, bike and run during 2021 lockdowns. When return to sport was permitted, the Big Reboot included the launch of a Covid recovery fund for clubs. Beyond Swim is a new initiative designed to increase participation in open water swimming. Active Skills for Life is a package aimed to support children and young people with swim, bike, and run activities. The Big Active strategy has been launched, with a video available on the Triathlon England website - <a href="https://www.triathlonengland.org/the-big-active">https://www.triathlonengland.org/the-big-active</a>. Looking forwards, plans were outlined to promote swim, bike, and run during the Birmingham Commonwealth Games in</p>



**Minutes of the Triathlon England Annual General Meeting held on  
Wednesday 24 November 2021 at 7pm**

	<p>2022.</p> <p>Mike Cavendish provided an overview of the England talent pathway and highlighted the important links to the Olympic and Paralympic teams.</p>
7	<p><b>AOB</b></p> <p>There was no AOB. The TE AGM was closed.</p>
8	<p><b>Q &amp; A</b></p> <p>Q - Will there be any training and support for safeguarding? A - Covid support for clubs included support for CPD. The team will be looking in January at any need to provide additional support to clubs to help coaches achieve the required safeguarding training.</p> <p>Q - When will Active Skills for Life be available, and how will it be promoted? A - The information is available on the British Triathlon website, it can be ordered now through the shop. Promotion has been through schools, and holiday providers. More work is needed on this, working with key partners.</p> <p>Q - How much of the Priority Places work is in rural rather than urban areas? A - It is a combination. There is a larger proportion of urban, inner-city areas, led by the data and insight gathered. The focus is not just on these 17 areas though, the whole Place-Based approach informs how Triathlon England will work with communities in a bottom-up fashion.</p> <p>Q - What digital improvements and changes are planned? A - The existing technological infrastructure is quite disparate, and needs to be integrated into a single ecosystem encompassing events, clubs, membership, etc.</p>

**Appendix - List of members in attendance**

Mayellen Barnes  
 Thomas Birley  
 Genevieve Church  
 Karen Dennett (Newcastle (Staffs) Tri Club)  
 Clare Donovan (Tri Spirit Events)



## Minutes of the Triathlon England Annual General Meeting held on Wednesday 24 November 2021 at 7pm

---

Dick Donovan (Tri Spirit Events)  
William Ford (Barracuda Triathlon Club)  
Janice Goble (Southampton Triathlon Club)  
Andy Henson  
Mark Kelly (Rochdale Triathlon Club)  
Phil King  
Vlad Kozlov (Army Triathlon Association)  
Jacob Ledsham (Army Triathlon Association)  
Andy Levis (Bicester Triathlon Club)  
Brad Lincoln  
Lee Mathison (Chorley Athletic and Triathlon Club)  
Richard Mostyn-Jones (Leeds and Bradford Triathlon Club)  
Peter Nash (Bayside Tri)  
Steve Rogers (Belvoir Tri Club)  
Hannah Sangan (MedwayTri)  
Tony Sellwood  
Alan Stockton  
Roderick Thomson  
Paul Whitehurst (Morley Triathlon Club)  
Jane Wild (Cheltenham Triathlon Club)  
Martin Wilson (Hillingdon Triathletes)