



NATIONAL AUTOGRASS SPORT ASSOCIATION LTD.

Minutes of Marshals and Safety Officers combined meeting held on 20th February 2016, Metro Inns, Birmingham Road, Walsall

(1) PRESENT:

Andy Preece	NASA Chief Marshal
Sandy Williams	NASA Marshals / Safety Officers Secretary
Warren Beatty	NASA Director for Safety Officers
Keith Matthews	NASA Director for Marshals

<u>League Chief Marshal</u>		<u>League Safety Officer</u>		<u>No.</u>	<u>League</u>
	<i>n/a</i>	Mick Wood		01	East Midlands
Phill Preece		Malcolm Butler		02	Gloucestershire
Stuart Thomas		Duncan Rea		04	South Wales
Wayne James		Kevin Holl		05	Southern
<i>Roger Morris</i>	<i>n/a</i>	Eric Gittoes		06	West Midlands
Paddy Bubb		<i>Alan Bluck</i>	<i>n/a</i>	07	MAP
<i>Lee Seagreaves</i>	<i>n/a</i>	Warren Beatty		09	North Western
<i>Martyn Tinker</i>	<i>n/a</i>	John Howland		10	North Yorkshire
<i>Andy Page</i>	<i>n/a</i>	<i>Paul Maxim</i>	<i>n/a</i>	11	Essex
<i>Rod Sutherland</i>	<i>n/a</i>	<i>Tim Simpson</i>	<i>n/a</i>	12	Yorkshire
Stuart Thomas		Stuart Thomas		13	West Wales
Spencer Warburton		<i>Ian Noble</i>	<i>n/a</i>	14	East Anglian
<i>Gary Martin</i>	<i>n/a</i>	<i>Jake Whittingham</i>	<i>n/a</i>	15	Shropshire
<i>Paul Mason</i>	<i>n/a</i>	Simon Boddy		16	CGTRO
<i>Paul Finn</i>	<i>n/a</i>	<i>John Berry</i>	<i>n/a</i>	18	Kent
<i>Lee Nickling</i>	<i>n/a</i>	<i>Kevin McBride</i>	<i>n/a</i>	19	Dales
<i>Colin Wood</i>	<i>n/a</i>	<i>John Marley</i>	<i>n/a</i>	21	Northern Ireland
<i>Carl Smith</i>	<i>n/a</i>	<i>Phil Badman</i>	<i>n/a</i>	22	Wiltshire
<i>Seamus O'Riordan</i>	<i>n/a</i>	<i>Sean O'Neill</i>	<i>n/a</i>	23	Southern Ireland
Carl Secker		Ken Beals		24	Fenland
<i>Blair Robertson</i>	<i>n/a</i>	Andy Cochrane		25	Scotland
<i>Ashley Jones</i>	<i>n/a</i>	<i>Luke Walley</i>	<i>n/a</i>	26	Welsh Celtic

Names in bold: Marshals and Safety Officers who attended the meeting
n/a: not attended the meeting

Marshals:-

Arran Warburton (East Midlands)
 Bob French (East Anglian)

Safety Officers:-

Marcus Mills (West Midlands)
 Ged Ball (North Yorkshire)
 Heather Thomas (Gloucestershire)
 Jeanette Lambert (East Midlands)

(2) Apologies:

Ray Wyeth- attended Chairman's meeting (Southern), Paul Hassell (East Anglian), Martyn Tinker- attended Chairman's meeting (North Yorkshire), Alan Bluck (MAP), Rachel Hinton (East Midlands), Roger Morris (West Midlands), Phil Badman (Wiltshire), Tim Simpson (Yorkshire), Jason Baker (CGTRO), Paul Mason (CGTRO), Paul Finn (Kent), John Berry (Kent).

The meeting commenced at 11.05 am.

Andy, Chief Marshal welcomed everyone.

(3) **Minutes** of 3rd October 2015 meeting were accepted as a true record, proposed by Phill Preece (Gloucs) seconded by John Howland (North Yorkshire).

(4) **Matters Arising as follows:-**

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Fire Training: Discussion, Warren to source venues for training sessions, he has spoken to a company he uses in Chester and they would cover two training days – North / South (note: It was mentioned that Ian Fay – Southern area and Mick Manning – MAP area could assist). Refresher course every 3 years.

Safety Issues: NASA has engaged John Syle from Essex as a consultant. He has an autograss background; he will inspect venues, make an assessment and report back to the Directors, he will make no judgement on the day. Warren will take John with him when inspecting Nationals 2016 venue (Javelin Park – Wiltshire League).

S. Boddy (CGTRO) – Supplied samples of wording that could be added to existing signs.

Track surface: has been included on track inspection forms.

Nationals: Radios – Marshals need to be on a different channel, to much interference. Arran Warburton can supply 14 radios and 5 headsets (host club/league will pay for these - 2015 charge £100- get this confirmed). ***It was agreed for Arran to organise.***

Buddy training for younger / inexperienced marshals: we need to encourage (from 16 yrs of age). Have a section printed in back of their licence (6 slots) so when each day has been completed, this can be signed by the experienced marshal, we can keep an easier paper trail this way. ***It was agreed for Warren to proceed with this.***

Marshals / Safety Officers Handbook: have a separate book from the members rule book (as used in previous years, Sandy gave Warren 3 past copies of these books). ***Warren to put together, with the support from Keith & Andy.***

Track Construction (insurance): Warren putting together a framework. ***On-going.***

Breath Testing: can be carried out at any time as decided by the host club / league. See Item 15, pages 22 to 25 inc. in the 2016 Member's Handbook, (this includes juniors). Warren confirmed he will be carrying out random breath testing at UK rounds and Keith the BAS; it was felt this to be carried out in the holding lanes - ***More random tests to be carried out.***

(Comments brought forward ref: NATIONALS 2015 :-

- Passes: some marshals received gate / camping passes, others gate only and had to pay for camping, some didn't receive one at all, gate money refunded but not camping. It would be appreciated for the regular marshalling team that they all receive a gate / camping pass.
- Race Control Accommodation: a double unit would be ideal, lap scorers to be upstairs and points and incidents downstairs. Radio connection with Chief Marshal and Pit Control required (2 separate radios / phones).
- Commentators are not the marshals; please refrain from making comments until the decision has been confirmed by the marshals.)

RULE CHANGE FOR 2016:

- Constantly racing under a black flag – driver will be told to trailer up.

DISCUSSION ON RACE MEETINGS, club level and 2 day meetings, lack of help and support, what can be done to address this problem?

- Too many meetings in the racing calendar?
- Should the UK and BAS take a couple of years out to enable clubs to get more support at their regular one / two day meetings? Or, should there be only 4 rounds instead of 5, do away with the August meeting of the series – as this month is very congested with 2 day meetings?
- **Suggestions needed please.** ***NASA is currently reviewing this situation.***

N.A.S.A. Initial Incident Report Sheet: In the case of a serious incident at a race meeting- this report sheet must be completed on the day of the incident and must be reported to our Insurance Brokers, Doodson Motorsport on the same day or by Monday a.m. following the meeting. DOODSON'S are available 24/7 by contacting Chris Jones as follows:-

Chris Jones cjones@doodsonbg.com 07768 887689 Risk Services Manager

It is a Serious Incident if:

- Fatalities or potential fatality
- Loss of sight or hearing
- Loss of limb/s inc. fingers/toes
- Paralysis
- Any incident where a driver, official or spectator is airlifted from the event
- Any spinal injury
- A spectator or official being hit by a participate vehicle(s)
- Head injuries / unconscious
- Burns

Insurance query: Keith and Warren to get confirmation on clubs/leagues having to pay a £1000 excess, if there is an insurance claim being made.

5. Correspondence: none received.

6. AGENDA:

(a) WARREN BEATTY – DIRECTOR FOR SAFETY OFFICERS: following on from various items discussed under Matters Arising:-

1.

The Safety Officers position is a very important role within the sport. Warren and Simon Bentley have spent some time with the solicitor. A Bullet Points sheet will be compiled for the Safety Officers to work off; this will be ready for the start of 2016 season.

2.

Warren explained how the NASA insurance works for members signed on, as a few members present today are new to the roles of Marshal / Safety Officers.

3.

Drug Testing: NASA is looking into this and there will be a consultant attending the next Chairman's/ Marshals-Safety Officers meetings to give a demonstration, this was appreciated by all present.

4.

Warren explained that he would like to put together a team of six experienced Safety Officers, to carry out the track inspections on behalf of the Directors from the 2017 season. 6 Safety Officers came forward and over the next twelve months the team will be devolved.

5.

Risk Assessment Programme: Warren will be having a meeting with Chris Jones (Doodson's Risk Services Manager) to discuss this.

6.

Incident Support Packs: Warren has asked Chris Jones to provide these packs; they will be available for the start of this season.

7.

When Renewing or replacing posts: - Please remember these must be marked up in **RED PAINT**.

(b) KEITH MATTHEWS – DIRECTOR FOR MARSHALS: Keith introduced himself, new to marshalling, discussion held on the following with feedback from all present:-

1.

Drivers (race day) Briefing Sheet: Keith read through all the items listed, discussion took place and he will amend as necessary and **supply a copy for all clubs / leagues.**

(Eric, WML: regarding wheelies, if the car is up in the air, there are no brakes; the driver should be black flagged).

2.

- We need to see a reduction in poor driving standards.
- Marshals to be stricter.
- No complaints accepted.
- We must erase abusive behaviour.
- **Chief Track Marshal's decision is final.**

**Note: Marshals to report back to Sandy of any abuse / incidents they encounter, giving full details:
Email: sandy.williams@national-autograss.co.uk**

Sandy will forward to Andy, Keith and Warren.

3.

Marshals Team: Keith would like to see a team of top level marshals working under Andy, have different coloured hi-viz bibs to other marshals, issued with a pass so they gain free entry to any meetings in the country.

Keith to take back to the Directors.

4.

How many marshals should we have on each post? Lengthy discussion, the majority felt there should be 2 marshals, some clubs struggle to get marshals, this could be a problem.

S.Thomas proposed **that we have 2 marshals per post**, seconded by P. Bubb, VOTING: 12 for, 4 against.

Keith to take back to the Directors.

5.

Should we produce a 20 minute induction DVD on what's involved in being a marshal, we need to get more people interested, *Ideas/suggestions wanted*, supply a goody bag with?

6.

Marshals Facebook: Discussion, the majority in favour. Arran Warburton to take charge of this, open to all.

7.

CAMERAS: Keith would like to see a NASA Team – for Nationals and BAS rounds.

Discussion, system requires upgrading to make the process quicker to look at incidents. Obtain price of a screen and recorder.

Keith to take back to the Directors.

8.

Nationals – all agreed, Andy to hold a de-briefing with his marshalling team, following racing on the Saturday.

9.

Keith has a meeting in 2 weeks time with the host league for this years Nationals.

10.

Breathalysing / Drug Testing: Teams to be organised.

11.

Lack of League marshals helping at Nationals – we need to address this problem?

(c) ANDY PREECE- CHIEF MARSHAL:**1.**

Marshals willing to help at the 2016 Nationals, the following have put their names forward (a form to be issued with these minutes, anyone interested, please complete and return to Andy or Sandy):-

Andy Preece	Chief Marshal	mens & L & J
Phill Preece	Assistant Chief Marshal	ditto
Arran Warburton	East Anglian	ditto
Spencer Warburton	East Anglian	ditto
Malcolm Butler	Gloucs.	ditto
Stuart Miles		ditto
Stuart Thomas	West/South Wales	ditto
Carl Secker	Fenland	ditto
Ray Wyeth	Southern	ditto
Paul Meaney	Southern Ireland	ditto
Pete West	CGTRO	ditto
Paddy Bubb	MAP	L & J

2.

2016 Marshals / Safety Officers meetings, as stated in fixture book:

9 April 18 June 8 October (11am – Saturday)

7. ANY OTHER BUSINESS:

- If a bumper falls off a Micra during racing – it was confirmed a black flag must be given.
- Discussion on racing in general and what should happen. Idea: should we obtain DVD's, showing various incidents and what flags / decisions should be given / made.
- Sandy said it was great to see Eric here today and wished him all the best for a speedy recovery; all present expressed the same feelings.

To all Club and League Chief Marshals / Safety Officers please try and attend these meetings in 2016

There being no further business the meeting closed at 1.20pm.

CHIEF MARSHAL:	Andy:	Tel: 0116 269 8350 / 07999 522363 Email: andrew.preece@national-autograss.co.uk 24 Wayfarer Drive, East Goscote, Leicester, Leics. LE7 3QZ
SECRETARY:	Sandy:	Tel: 01522 684493 / 07939 074289 Email: sandy.williams@national-autograss.co.uk 153 Rookery Lane, Lincoln, LN6 7PW
DIRECTOR for Marshals:	Keith:	Tel: 07876 354999 Email: keith.matthews@national-autograss.co.uk
DIRECTOR for Safety Officers:	Warren:	Tel: 07833 712908 Email: warren.beatty@national-autograss.co.uk

NASA AGM 27 November 2016- 12 noon

Please note: if a league requires any items for discussion – these must be put in writing to The Chief Track Marshal, 2 weeks before the meeting takes place. The letter must be signed by the League Chairman and Chief Marshal / or Safety Officer.