



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region

President : Mrs Diane Cryer(Reading SC)

29 June 2023

Dear Sir/Madam

ANNUAL COUNCIL MEETING -13 JULY 2023

I hereby give you notice that the Annual Council Meeting of the Association will be held virtually on 13 July 2023 at 8.00pm. An agenda, annual report and accounts and a list of nominations for Vice-President, the officers and members of the Management Board, are attached.

Will Hon Secretaries of assigned clubs please pass a copy of the agenda to the Club's delegates to the Council and notify me of their names and e-mail addresses, so that I may send those delegates an invitation to the meeting.

Yours faithfully

R F PENFOLD

Hon Secretary

To: The President and Officers of the Association
Members of the Management Board
The Vice-President and Past Presidents of the Association
Hon Secretaries of assigned clubs

AGENDA

		Page No
1	Apologies for absence	-
2	To confirm the Minutes of the 105th Annual Council Meeting	3
3	To receive the Annual Report for 2022/23	<i>To follow*</i>
4	To receive the report of the Hon Treasurer and the Accounts for the period 1 April 2022 to 31 March 2023	<i>In Annual Report</i>
5	To consider proposals for changes to the Rules, Championships' Conditions and Conditions for Establishing County Records	6
6	Award of President's Plate	-
7	Installation of Mr Peter Roycroft as President	-
8	Election of Vice-President, Officers and Management Board	7
9	To appoint an examiner of accounts for the financial year 2023/24	-
10	Any other competent business, of which prior notice has been given to the Hon Secretary	

** The Annual Report will be available on the Association's website*

AGENDA ITEM 2: MINUTES

BERKSHIRE AND SOUTH BUCKINGHAMSHIRE AMATEUR SWIMMING ASSOCIATION

Minutes of the 105th Annual Council Meeting held virtually (via Zoom) on Thursday 14 July 2022, commencing at 2035hrs and concluded at 2110hrs.

Present: P H Button (President), R F Penfold (Hon Secretary), J N Mills (Hon Treasurer), Mrs E M Adams, K H Adams, S Fillingham, Mrs R M Large, A McKay, R A Odell, S Redlich, P Roycroft, Ms E West.

Apologies for absence were received from Ms D Cryer, Ms S M Harrison, R G Prior, K J Rolph.

1 MINUTES

The Minutes of the 104th Annual Council Meeting, having previously been circulated, were confirmed and signed by the President as a correct record.

2 ANNUAL REPORT OF THE ASSOCIATION, 2021/22

It was reported that, unfortunately, the Annual Report for 2021/22, although under compilation, was not available.

RESOLVED: That the Annual Report for 2021/22 be referred to the Management Board for formal adoption at its next meeting.

3 ANNUAL ACCOUNTS, 2021/22

Council considered a report by the Hon Secretary and the examined accounts of the Association for the period 1 April 2021 to 31 March 2022.

RESOLVED: That the accounts for the period 1 April 2021 to 31 March 2022 be adopted.

4 PROPOSALS TO CHANGE RULES, CHAMPIONSHIPS' CONDITIONS AND CONDITIONS FOR ESTABLISHING COUNTY RECORDS

No notice had been received of proposals for changes to the Association's Rules, Championships' Conditions or Conditions for Establishing County Records.

5 PRESIDENT'S PLATE

The President announced that he had decided to award the "Jubilee" Plate, for service to the County Association, to Mr R F Penfold. Formal presentation of the Plate would occur in due course.

6 INSTALLATION OF PRESIDENT, 2022/23

Mrs D Cryer (Reading SC) was installed as President, in absentia, to applause. Arrangements had been made for her to be presented with the trappings of office. Prior to the installation, the Immediate Past President had reflected on his year in office.

8 IMMEDIATE PAST PRESIDENT

The Meeting thanked Mr P H Button for his service to the Association as President: arrangements had been made for Mr Button to receive a past president's badge.

9 ELECTION OF VICE-PRESIDENT

RESOLVED: That, there being no nominations, the Management Board be authorised to fill the office of Vice-President for the period to the Annual Council Meeting in 2023.

10 ELECTION OF OFFICERS

RESOLVED: That the following persons be elected to the offices shown, unopposed:

Hon Secretary	Mr R F Penfold
Hon Treasurer	Mr J N Mills

11 ELECTION OF MEMBERS TO SERVE ON THE MANAGEMENT BOARD

RESOLVED: 1 That the following persons be elected to serve on the Management Board, unopposed:

S Fillingham	Bracknell & Wokingham SC
P Lloyd	Maidenhead Marlins SC
R A Odell	Amersham SC
R G Prior	Slough Dolphin SC
S Redlich	Chesham SC

2 That the Management Board be authorised to appoint persons to fill the vacancies on the Board.

12 APPOINTMENT OF EXAMINER OF ACCOUNTS

RESOLVED: That Ms B Garden DipPFS be appointed examiner of accounts for 2022/23.

13 ANY OTHER BUSINESS

The Meeting thanked 2 Past Presidents, Mrs R M Large and Mr A McKay, who had announced their retirement from the offices of Assistant Secretary and Board member respectively, for their services to the Association.

AGENDA ITEM 6: PROPOSALS FOR CHANGES TO THE RULES, CHAMPIONSHIPS' CONDITIONS AND CONDITIONS FOR ESTABLISHING COUNTY RECORDS

A PERFORMANCE SWIMMING EVENTS MANAGER, AND ENDORSED BY THE MANAGEMENT BOARD

“That the General Championships’ Condition be amended to read as set out below”

- 1 The Championships shall be held in accordance with the Regulations and Technical Rules issued by Swim England.
- 2 Championships shall be conducted annually upon dates and at venues to be fixed by the relevant discipline committee.
- 3 Individual Championships shall be open to competitors as defined by the Swim England General Competition Laws whom, since 1st October of the year preceding the year of the Championships, have been in continuous membership of clubs affiliated to the Association, except where provided in individual discipline conditions.
- 4 For Team Championships the General Championships conditions together with the following additional conditions shall apply:
 - 4.1 Team Championships shall be open to all clubs affiliated to the Association.
 - 4.2 The Individual Championship' eligibility' condition 3 above shall apply to each member of the team.
- 5 A competitor entered in the name of one club for an event in any discipline may not be entered for another event in that discipline in the name of another club during that Calendar year except with the agreement of the relevant discipline committee and the clubs concerned.
- 6 A competitor who has competed in the Championships of another County shall not be eligible to compete in the Association's Championships in the same discipline in the same calendar year. In the case of a competitor removing from the County, they shall be eligible to compete during the year whilst qualifying to compete in the Championships of another County.
- 7 Entry Fees
 - 7.1 The entry fee for each individual Senior and Junior Championship and Team Championships shall be determined by the relevant discipline committee.
 - 7.2 If an entry is incorrect then the entry fee shall be forfeited.
 - 7.3 The policy for the refund of entry fees shall be determined by the relevant discipline committee.”
- 8 The age of competitors in Junior Individual and Team Championships shall be subject to specific discipline conditions.
- 9 In Junior Championships the date of birth of the competitor must be stated on the entry form. In the case of Team Championships the date of birth of each competitor must be shown on the entry form or the team declaration. Birth certificates or appropriate evidence must be produced if requested by the Executive.
- 10 Any dispute or question arising that the foregoing conditions do not provide for shall be determined in the first instance by the relevant discipline committee and thereafter by the Executive.
- 11 Any holder of a trophy who fails to return that trophy by the specified date shall not be allowed to take custody of any trophies which they might be awarded at any County Championships until it is returned

AGENDA ITEM 8: ELECTION OF VICE-PRESIDENT, OFFICERS AND MANAGEMENT BOARD

A No nomination has been received for the office of Vice-President

B Nominations for the officers of the Association have been received, as follows:

Hon Secretary	R F Penfold
Hon Treasurer	J N Mills

No elections are required.

C Nominations for up to 12 Members of the Council to serve on the Management Board have been received as follows:

P H Button	Chalfont Otters SC
Mrs D Cryer	Reading SC
S Fillingham	Bracknell & Wokingham SC
J Glazebrook	Chalfont Otters SC
R A Odell	Amersham SC

No election is required.