

Berkshire & South Buckinghamshire ASA
(A sub-region of ASA South East Region)

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 19 APRIL 2006 AT THE WINDSOR LEISURE CENTRE, STOVELL ROAD, WINDSOR, COMMENCING AT 2000HRS.

Present: N Brand, T C Chambers, Mrs D Dart, Mrs J A Dawkins, Mrs S D Green, Mrs J Hopkins, Mrs J Hulbert, Mrs P A Jack, E J Lyne, Mrs M S Lyne, G Shields, P M Tiley, F W Timms, H H V Wilkinson.

Also present: Ms E Karlicka-Cook (Regional Director, ASA South East Region).

Apologies for absence were received from Mrs E M Adams, K H Adams, Mrs B I Coker, Mrs M M Felmingham, P T Hood, Mrs R Large, G Morrison, R F Penfold R G Prior, Mrs M Stalker, Mrs L Tilson,

25 ELECTION OF CHAIRMAN OF MEETING

In the absence of the President, it was

RESOLVED: That Mrs M S Lyne be elected Chairman of the meeting.

(Mrs Lyne in the Chair).

26 MINUTES

The Minutes of the meeting held on 21 February 2006 were agreed and signed by the President as a correct record, subject to

- a the deletion of the name Mrs A Pierro in Minute 17.6,
- b the substitution of the word "as" for the word "of", on the first occasion it appeared in the second sentence of Minute 22

27 THE LATE MR D ADMANS

The Committee stood in silence in memory of Mr D Admans, who had been President of the Association in 1985, and Championships Hon Secretary from 1991 to 1994, who had died during March 2006.

It was agreed to make a donation in memory of the late Mr Admans, and the Officers were authorised to settle the amount of the donation.

28 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members of the achievements of Berks & South Bucks current and former swimmers in the Commonwealth Games held in Australia, earlier in the year. The Committee congratulated Simon Burnett (Wycombe District SC), Rebecca Cooke (life member, Reading SC) and Alex Scotcher (formerly Bracknell & Wokingham SC).

29 MATTERS ARISING ON THE MINUTES

- 17/3 It was reported that no further nominations had been received from clubs for persons to serve as Members of the Committee.
- 17/6 It was agreed to defer the election of the Diving, Masters and Swimming Committees.
- 18.4 Mr E J Lyne reported on the outcome of further discussions with DM and her Mother. In due course, DM produced a letter from a doctor in such terms as to allow her to compete in remaining rounds of the Championships.
- 18.11 The Committee noted the continuing confused messages regarding the ASA's Aquaforce Awards, the volunteer recognition scheme, particularly in respect of deadline dates for nominations.
- 21.2 It was reported that Reading SC would seek Swim 21 recognition for its waterpolo section.
- 24.2 Mr E J Lyne advised that a report would be submitted on the implications of a merger of the Berks & South Bucks and Oxon & North Bucks associations, following an analysis of the recent speed swimming championships promoted by each association.
- 24.2 Mrs J R Hulbert announced that she had attended the course on training team managers, and was thus in a position to organise courses locally.

30 CORRESPONDENCE

| | Date | To/From | Subject |
|--|----------|--|--|
| 1 | 20.02.06 | Head of Property Services, Wycombe District Council | Invitation to brainstorming session on 27.02.06 regarding bid to Heritage Lottery Fund |
| 2 | 27.02.06 | Ms J Scott | New Secretary, Slough & Eton Dolphins SC Ms J Scott, 2 Glenfields, West End Lane, Stoke Poges, SL2 4LS |
| 3 | 02.06 | ASA | Education & Awarding Body Update, no 2 |
| 4 | 01.03.06 | Bucks & Milton Keynes Sports Partnership | Encloses advertisement for recruitment of members of the Executive Board of the County Sports Partnership. |
| A copy had been passed to Mr K H Adams | | | |
| 5 | 03.03.06 | Bucks & Milton Keynes Sports Partnership | Bucks & Milton-Keynes Sports Partnership E-News, March 2006 |
| 6 | 08.03.06 | Bucks & Milton Keynes Sports Partnership: | Brochures about PE & Sports Development Conference, Stoke Mandeville, 20.03.06 and Club & coach development programme, February to August 2006 |
| 7 | 13.03.06 | Head of Property Services, Wycombe District Council | Invitation to Awards for All event on 30.03.06 |

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| 8 | 15.03.06 | Regional Director, ASA South East Region | Draws attention to Sports Club of the Year Awards |
| 9 | 20.03.06 | Chalfont Otters SC | New Secretary – Ms C Bradley, the Spinney, Misbourne Avenue, Chalfont St Peter, SL9 0PF |
| 10 | 21.03.06 | Mr J Carrie | Refers to anticipated application for affiliation by University of Reading SC |
| 11 | 29.03.06 | Office & Finance Administrator, ASA South East Region | Jenny Norvill introduces herself |
| 12 | 03.06 | ASA | Wavelength, issue 88 |
| 13 | 03.06 | Head of Property Services, Wycombe District Council | Invitation to workshop on grants from the Buckinghamshire Fund on 06.04.06 |
| 14 | 04.04.06 | Office & Finance Administrator, ASA South East Region | Seeks, by 24.04.06, a report on the outcomes against the targets set in the interim sub-regional development plan |

It was agreed that the Development Plan Sub-Committee should be authorised to respond on behalf of the Association.

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| 15 | 13.04.06 | Bucks & Milton Keynes Sports Partnership | Bucks & Milton-Keynes Sports Partnership E-News, April 2006 |
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31 HON TREASURER'S REPORT

In presenting her apologies for absence, the Hon Treasurer had requested the early submission of claims for expenses, so that she could close the accounts for the period ended 31 March 2006.

32 REPORTS OF COMMITTEES

1 General Purposes

There had been no meeting since the last meeting of the Executive Committee.

2 Masters

The Hon Secretary of the Masters Committee reported that the short course competition had had to be cancelled because of lack of entries. The enforced move from a Sunday to a Saturday, with this clashing with some other events, might have had an effect. Arrangements for the autumn meet – now on 21 October 2006, to avoid a clash with the Speedo League – were proceeding.

3 Swimming

In presenting her apologies for absence, the Hon Secretary of the Swimming Committee had advised that door receipts for the Championships were down a little and that £4k of entry fees had been banked for the No Frills Meet. While the entry receipts for the Meet were lower than in 2005, refunds were down, and, with only 1 heat of the 800m entries rejected, the projected running time was within the stipulated 7.5 hours.

It was agreed that the Association should reimburse Mrs P Wilkinson in respect of damage to her spectacles, at a round of the Championships, and pursue a possible claim on the Association's insurance. Significant concern was expressed with regard to the damage, caused by a swimmer exercising prior to racing. It was suggested that the Committee Secretary wrote, in due course, to each club pointing out that vigorous arm exercises in areas where officials were working would be strongly discouraged and making clubs responsible for compliance by their swimmers. This and other issues, for instance compliance with warm-up instructions, should be raised with the Swimming Committee.

The Committee Secretary also sought guidance about the publication of photographs taken at Championships on the Association's website. Although photographs were available, she had not published any, as there had been no indication given on entry forms that this might be the case. It was decided to defer consideration of this matter to a future meeting, for 2007 onwards.

4 Synchronised Swimming

The Minutes of the meetings of the Committee held on 5 December 2005 and 6 February 2006 were received.

5 Diving

No report.

33 REPORTS OF OFFICE HOLDERS

1 Water Polo Manager

The Water Polo Manager reported that he had attended a Regional meeting for water polo where the development plan for the Region had been unveiled. It looked interesting and it was intended to adapt it for use in the County

2 Public Relations Officer (*and County Volunteer Organiser*)

It was reported that some officials' polo shirts had been sold during the County Swimming Competitions. The Public Relations Officer reminded all present about the County Dinner on 13 October 2006, noting that Mike Power OBE, the Chief Operating Officer for 2012 London, had accepted an invitation to attend and speak. She also pointed out that the ASA South East Region Dinner would be held in Bracknell on 6 October, prior to the region's ACM on 7 October.

3 Swimming Officials' Organiser

The Swimming Officials' Organiser advised 24 candidates were taking examinations. 41 practical tests were still outstanding. She asked that any club running a gala at which it would be possible to include further practical examinations to contact her. She pointed out that insufficient officials had thus far volunteered for the No Frills Meet.

4 Hon Trophies' Secretary

No report.

34 SUB-REGIONAL DEVELOPMENT PLAN

Ms E Karlicka-Cook, the Regional Director, ASA South East Region, introduced the draft Sub-Regional Development Plan for the 3 years to 31 March 2009, some copies of which she circulated, requesting comments from clubs by 27 April 2006. Mr E J Lyne reported on the second well-attended open session to develop the plan, and drew attention to some problematic areas in the draft plan, concerning, for instance the current number of qualified teachers and volunteers. Mr Lyne went on to thank the Regional Director, the Regional Development Officer and the Partnership Swimming Development Officers, without whose help he doubted that the draft would have been produced.

35 ASA SOUTH EAST REGION

The minutes of the meeting of the Regional Management Board held on 16 February 2006 were noted.

Members expressed concern about effective communication from the Regional Management Board, arguing that the time before the minutes were received in hard copy via the County agenda was too long. A copy of approved minutes was available on the Region's website, but this was not considered adequate.

36 RATIFICATION OF COUNTY RECORDS

No claims for County records had been submitted.

There was discussion as where details of current records could be accessed.

37 ANY OTHER BUSINESS

- 1 In presenting his apologies for absence, the Hon Secretary had reported that Didcot SC, Goring Gap SC and Henley SSC were suspended, according to the ASA website.
- 2 Mr P M Tiley raised concerns about the operation, in the Region, of the meet licensing arrangements, commenting that a laissez faire approach seemed to have been adopted, with more meets than customary licensed for the Easter 2006 period, thus causing lower rates of entries. It was agreed to raise the matter with the Regional Management Board.

There being no further business, the meeting closed at 2155 hrs.