

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

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 13 FEBRUARY 2007 AT THE WINDSOR LEISURE CENTRE, STOVELL ROAD, WINDSOR, COMMENCING AT 2000HRS.

Present: Mrs R Large (President), R F Penfold (Hon Secretary), Mrs E M Adams, K H Adams, N J R Brand, Mrs D Dart, Mrs J A Dawkins, Mrs S D Green, Mrs L M Harrison, Miss S M Harrison, Mrs J Hopkins, E J Lyne, Mrs M S Lyne, R G Prior, J P Sapey, Mrs M Stalker, L Sturgess, P M Tiley, H H V Wilkinson.

Also present: Ms N Cunningham (Regional Development Officer, ASA), Miss E Swain (Partnership Swimming Development Officer, Bucks & Milton Keynes Sports Partnership).

Apologies for absence were received from Mrs B I Coker, Mrs M M Felmingham, Mrs J Hulbert, Mrs P A Jack, Ms E Karlicka-Cook, G Morrison, G Shields, Mrs L Tilson, F W Timms.

26 INSTALLATION OF PRESIDENT FOR 2007

The retiring President, Mrs R Large, presented the President's Collar and Badge to Mrs J Hopkins. The Committee applauded the President on her installation.

The President presented Mrs Large with a Past President's jewel.

(Mrs Hopkins in the Chair)

27 THE LATE H J PRESCOTT

The Committee stood in silence in memory of Mr H J Prescott, who had been President of the Association in 1973 and Hon Treasurer from 1974 to 1977. Mrs J A Dawkins gave a short address about the late Mr Prescott, who had died on 29 January 2007.

28 MINUTES

The minutes of the meetings held on 20 December 2006 were agreed and signed by the President as a correct record, subject to the date of the Annual Council Meeting in resolution 2 of Minute 23 being 13 September.

29 MATTERS ARISING ON THE MINUTES

15/7 The following Committee was elected, in accordance with Rule 8.2.5.1

Swimming

G Bushell	Mrs R Gallop (or J Rowley)	M Wakely
D Carling	P Lloyd (or R Pay)	Mrs E Waddy
S Cowan	M Staight	T Woodward
Ms J Cox	G N Thomas	

It was agreed again to defer the election of the Diving and Masters Committees.

- 16.8 It was reported that advice about health and safety training for counties was awaited.
- 16.17 The Hon Secretary reported on the meeting he had attended with the Regional Director, ASA South East Region and the Hon Secretary, Oxfordshire & North Buckinghamshire ASA, concerning the formation of a sub-region to cover the 2 present county associations. The meeting had been inconclusive.
- 16.18 A number of the members of the Committee had attended the Swimming Development Conference, some parts of which they had found interesting.
- 18.4 It was reported that the Regional Management Board had, at its meeting on 10 January 2007, agreed to redefine the Association's area by excluding reference to Oxfordshire.
- 23 The Hon Secretary advised that all meetings would be held at the Windsor Leisure Centre.

30 CORRESPONDENCE

	Date	To/From	Subject
1	21.12.06	Manager. Membership Services, ASA	Annual return of membership
			The Committee agreed that the Association should pay the membership fees of the 5 individual members declared to the ASA.
2	21.12.06	Yvette Heywood, British Swimming	Requests information about competitions for school aged children
			The Hon Secretary of the Swimming Committee was requested to respond.
3	01.01.07	Regional Director, ASA South East Region	Invites expressions of interest in Kelloggs Active Year 2
4	02.01.07	Regional Office & Finance Administrator, ASA South East Region	Joan Massie introduces herself
5	02.01.07	Regional Education Officer, ASA South East Region	Gives details of Team Manager Presenters' course, Bisham Abbey, 30.01.07
6	05.01.07	Coaching Development Officer, Bucks & Milton Keynes Sports Partnership	Details of courses in Buckinghamshire in January and February 2007
7	09.01.07	Bucks & Milton Keynes Sports Partnership	Partnership E-news January 2007
8	17.01.07	Regional Education Officer, ASA South East Region	Advises of Level 1 Assistant Teacher courses at Aquavale and Buckingham, 11.02.07
9	10.01.07	Regional Education Officer, ASA South East Region	Gives details of Voice Protection and Voice Projection course for teachers and coaches, Arun, 04.03.07

10	19.01.07	Partnership Development Manager, Schools Partnership	Marketing opportunities at Year 6 Games
11	26.01.07	Regional Director, ASA South East Region	Draws attention to Workforce Development Project by Sport England, and urges all clubs to participate
12	29.01.07	Regional Education Officer, ASA South East Region	Gives details of Disabilities course, Canterbury, 24-25.03.07
13	01.07	Wycombe District Council	Sports Development in the Wycombe District, January 2007
14	04.02.07	Regional Director, ASA South East Region	Reports back on meeting with Berkshire County Sports Partnership
15	05.02.07	Regional Education Officer, ASA South East Region	Gives details of adult and child Level 1 course, Canterbury, 14-15.04.07
16	06.02.07	Bucks & Milton Keynes Sports Partnership	Partnership E-news February 2007
17	12.02.07	Regional Development Officer, ASA South East Region	Requests Association to nominate a coach to serve on Regional Coaches' Panel, by 23.02.07

It was agreed to invite the coaches of the Association's clubs to nominate a coach to serve on the panel, at their meeting on 17 March 2007, and that, in the interim, Mrs E Waddy be nominated to serve on the panel.

18	02.07	ASA	Wavelength issue 99
----	-------	-----	---------------------

31 HON TREASURER'S REPORT

There was no report from the Hon Treasurer.

32 REPORTS OF COMMITTEES

1 General Purposes

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

2 Masters

The Committee considered a report by Mr R Hunt about the arrangements for, and the performance of, the Association's team at the ASASER inter-counties' event on 18 November 2006. The report was critical of the lack of support for the team from members of the County's clubs and complained about the lack of team apparel. The Public Relations Officer took exception to the latter, pointing out that she had no record of a request for shirts for the team.

The Hon Secretary of the Masters Committee advised that some swimmers were committed to making earlier arrangements for team selection for the 2007 event. She pointed out that the Association would be hosting, or promoting, the event. Members observed that, in their view, the Region should promote the event, rather than expecting county associations to perform the role in turn.

Given the Association's promotional role, it was pointed out that the County would need to secure the service of the principal officials for the event. The Hon Secretary of the Masters Committee was given advice as to how that might be achieved.

3 Swimming

The Hon Secretary of the Swimming Committee reported that she had received £13k in entry fees for the forthcoming [Swimming] Championships and Age Group Competitions, and that the number of entrants broadly matched recent previous years. It had been necessary to "cull" some entries for the long distance events.

4 Synchronised Swimming

The minutes of the meeting of the Committee held on 30 January 2007 were received.

5 Diving

No report.

33 REPORTS OF OFFICE HOLDERS

1 Water Polo Manager

No report.

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

The Public Relations Officer advised that the annual dinner/dance had been arranged to be held at Easthampstead Park, Bracknell, on 29 June 2007. She enquired of the Committee whether the dinner should be buffet or silver service. On the basis explained, Members voted for a buffet.

3 Swimming Officials' Organiser

The Swimming Officials' Organiser reported on the new regime for officials' training, qualification and registration.

4 Hon Trophies' Secretary

The Hon Trophies' Secretary reported that one holder of a trophy awarded at the 2006 Championships, Cordelia Wilson, had failed to return the trophy by the due date. The Hon Secretary was requested to write to Ms Wilson, demanding return of the trophy.

34 SUB-REGIONAL DEVELOPMENT PLAN

The Regional Development Officer reported that the contract of the Berkshire Partnership Swimming Development Officer would end on 31 March 2007. The RDO anticipated further discussions with the County Sports Partnership and the Development Sub-Committee about the effect of this.

35 ASA SOUTH EAST REGION

The Hon Secretary and Mr R G Prior reported briefly on decisions of the ASA South East Region Management Board.

36 RATIFICATION OF COUNTY RECORDS

No claims for County records had been submitted.

37 WEBSITE

The Hon Trophies Secretary had requested a discussion on the content of the Association's website – www.bsbasa.org. This had been engendered by his understanding that the contents of the Handbook were to be published on the website: he had concerns about the disclosure of personal details, for example, addresses, telephone numbers and e-mail addresses. Members acknowledged that some items presently published in the Handbooks, for example, the rules of the Association, should be published on the website. However, it was agreed that no-one's contact details should appear on the website without their consent.

38 ANY OTHER BUSINESS

A The Partnership Swimming Development Officer, Bucks & Milton Keynes, reported on her work with 4 clubs in south Buckinghamshire.

There being no further business, the meeting closed at 2130 hrs.