

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

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 10 SEPTEMBER 2009 AT THE WINDSOR LEISURE CENTRE, STOVELL ROAD, WINDSOR, COMMENCING AT 2000HRS.

Present: R F Penfold (Hon Secretary), Mrs M M Felmingham (Hon Treasurer), Mrs R Large (Asst Hon Secretary), Mrs E M Adams, N J R Brand, Mrs S D Green, Miss S M Harrison, Mrs J Hopkins, E J Lyne, D Mason, J Rowley, F W Timms, Ms S Topchik, H H V Wilkinson.

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

Apologies for absence were received K H Adams, Mrs L M Harrison, Mrs J Hulbert, Mrs M S Lyne, D McCreddie, R Pay, R G Prior, K J Rolph, Mrs L Rootes, G D Shields, P M Tiley (President), Ms C Smith (Swimming & Aquatics Development Officer, Bucks & Milton Keynes)

1 ELECTION OF CHAIRMAN OF MEETING

In the absence of the President, it was

RESOLVED: That Mrs J Hopkins be elected Chairman of the meeting.

(Mrs Hopkins in the Chair)

2 MINUTES

The minutes of the meeting held on 24 June 2009 were agreed and signed by the President as a correct record.

3 MATTERS ARISING ON THE MINUTES

65A Mr E J Lyne indicated that he would discuss the publication of the County Handbook with Mrs E M Adams.

4 MATTERS REFERRED BY COUNCIL

The Committee considered matters referred from the Annual Council Meeting held on 14 July 2009.

A Vacancies for office holders

It was reported that there had been no nominations for the offices of Hon Championships Secretary, Championships Assistant Hon Secretary, Hon Secretary, Diving Committee, Hon Secretary, Masters Committee, Hon Synchronised Swimming Competitions Secretary, Public Relations Officer, Swimming Officials Organiser and Water Polo Manager.

The Hon Secretary reported expressions of willingness to serve in some of the vacant posts.

RESOLVED: 1 That the following appointments be made for the period to 31 August 2010:

Hon Championships Secretary

Mrs R M Large, supported by Mr R Moore

Hon Secretary, Masters Committee
Public Relations Officer

Mr D McCreddie
Mr J Rowley

2 That consideration of the remaining vacancies be deferred.

B Vacancies for members of the Executive Committee

There were 6 vacancies for members of the Executive Committee, but a late nomination had been received from Mr N R J Brand.

RESOLVED: 1 That Mr N R J Brand and Mr R Pay be appointed as Members of the Executive Committee until 31 August 2010.

2 That the Chalfont Otters, Windsor and Wycombe District SCs be invited to nominate persons to serve as members of the Committee.

5 ELECTION OF COMMITTEES

The Committee was invited to elect committees, in accordance with Rule 8.2.5.1, and appoint a Finance Sub-Committee, in accordance with Rule 8.2.9.

The following sub-bodies were elected/appointed:

General Purposes Committee

Mrs J Hulbert Mrs R Large E J Lyne

Finance Sub-Committee

Mrs R Large

It was agreed to defer the election of the Diving, Masters, Swimming and Synchronised Swimming Committees

6 CORRESPONDENCE

	Date	To/From	Subject
1	14.04.09	Regional Director, ASA South East Region	ASA Guidance for pool users who have asthma
2	25.04.09	ASA	The ASA Restructure Update. Refers to appointments of County Swimming Co-Ordinators: Jenny Norville (07917 726403) appointed for Berkshire
3	05.05.09	Bucks Sports Partnership	April 2009 E-News
4	08.05.09	Regional Director, ASA South East Region	Regional Administrative grant and development support,2009/10
5	13.05.09	Regional Director, ASA South East Region	Sport England Innovation Fund
6	20.05.09	Bucks Sports Partnership	Family Sports Week, 25 – 31.05.09
7	26.05.09	Bucks Sports Partnership	May 2009 E-News

8	28.05.09	Regional Office & Finance Administrator, ASA South East Region	Introduction to Kirstie Jackson, Regional Development Coach for disability swimming
9	03.06.09	Regional Director, ASA South East Region	Re-affiliation of Bulmershe Bluesharks SC
Following consultation with the other officers, the Hon Secretary registered no objection, but had asked Regional Director to insist that the club took reference to "Berkshire" off its website.			
10	09.06.09	Bucks Sports Partnership	Disability E-News June 2009
11	23.06.09	Bucks Sports Partnership	June 2009 E-News
12	23.06.09	Regional Office & Finance Administrator, ASA South East Region	The Swimming Trust offered funding for ASA Helper Courses for volunteers living in the Thames Water area
13	06/07/08.09	Regional Director, ASA South East Region	Material for ASASER Annual Council meeting, 06.09.09
14	03.07.09	Mrs J Perrin	New secretary for Reading SC – Ms Bobbie Doran, 1 Kendal Avenue, Caversham Park, Reading, RG4 6PG
15	10.07.09	Regional Office & Finance Administrator, ASA South East Region	Information about Regional Club Conference, Crawley, 06.09.09
16	13.07.09	Regional Director, ASA South East Region	ASA Workforce Audit update – South East
17	15.07.09	Swimming & Aquatic Development Officer, Bucks Sport	Announces appointment ASA County Swimming Co-Ordinator for Buckinghamshire, Amanda Smerczak
18	17.07.09	Events Officer, ASA	British Gas ASA National County Team Championship, Sheffield, 18.10.09

This had been passed to Mrs E Waddy.

It was reported that no official had yet been identified to accompany the County team to the event.

It was further reported that the Swimming Committee had recommended the appointment of Mr N Wills as coach to the County team, vice Mr P Lloyd, given the latter's continued indisposition. The recommendation was adopted.

19	07.09	The former Mrs L Tilson	Remarried this year: is now Mrs L Rootes
20	20.08.09	Copy of letter from Chief Exec ASA	Suspension of member for 5 years: marked STRICTLY PRIVATE & CONFIDENTIAL
21	24.08.09	Regional Director, ASA South East Region	Places at ASA Council Conference, Stratford, 10.10.09

Mrs S Topchik expressed an interest in attending.

22	08.09	ASA	Wavelength no 128
23	04.09.09	Regional Director, ASA South	Details of funding fair for clubs in East

7 HON TREASURER'S REPORT

The Hon Treasurer advised that she had nothing to report save that the Association had balances of £76,000 at the bank.

8 REPORTS OF COMMITTEES

1 General Purposes

The Minutes of the joint meeting of the General Purposes Committee with the Finance S Sub-Committee and Development Sub-Group held on 19 August 2009 were received.

It was noted that, thus far, 6 persons, all from Oxfordshire & North Buckinghamshire Clubs, had registered for the County Training Day.

The recommendations in the Minutes, as below, were adopted:

1 That, subject to any views from the Swimming and Aquatic Development Officer, Buckinghamshire & Milton Keynes, and/or Oxfordshire & North Buckinghamshire ASA, this Association re-imburse to clubs claimed expenditure on delegate fees for their members attending the County Training Day in October 2009.

2 That the Association support the principle of making a financial contribution towards a staff resource to support clubs and volunteers in the sub-region.

3 That a staff resource discrete to the sub-region and Oxfordshire & North Buckinghamshire ASA would be preferable.

2 Swimming

The Committee considered a report of the Swimming Committee, circulated at the meeting, recommending changes to the Swimming Championships Conditions and asking the Committee to note revised Age Group Competition Conditions for 2010.

The Committee approved the recommended amendments to the Championships Conditions

The Committee requested the Swimming Committee to reconsider the proposals for changing Age Group Condition 9, about the eligible age groups for the Parker Cup and Lambert Shield.

The Championships Hon Secretary requested approval to update the computer software used in connection with the Swimming Championships, and expenditure of up to £30 was approved for this purpose.

It was also agreed that, subject to any necessary procedural decisions, County Records be established for 100m IM events.

3 Synchronised Swimming

No report

4 Diving

No report

5

Masters

The Committee noted a report by the Hon Secretary of the Masters Committee circulated at the meeting, about the County Open Short Course event, scheduled for 28 November 2009, at Maidenhead.

9 REPORTS OF OFFICE HOLDERS

1 Public Relations Officer

No report.

2 Swimming Officials' Organiser

The Swimming Officials' Organiser sought approval to purchase a projector, for use primarily with officials' training sessions. It was agreed to authorise the purchase, at a cost of up to £500.

3 Hon Trophies' Secretary

No report.

4 Water Polo Manager

No report.

10 SUB-REGIONAL DEVELOPMENT PLAN

The Committee noted that further work needed to be undertaken to update the Sub-Regional Development Plan.

11 ASA SOUTH EAST REGION

The Hon Secretary reported on the Annual Council Meeting of the ASA South East Region.

The Committee was reminded that the Association had submitted the following motion to the Region's Annual Council Meeting:

"In the light of the significant surplus shown in the accounts for 2008/9, and the balances held by the Region at 31 March 2009, this Council calls upon the Regional Management Board to reconsider its decision on the affiliation fees for 2010 "

The motion had been adopted, so the Regional Board would reconsider the affiliation fees at its meeting on 6 October 2009.

Leanne Palethorpe and Samantha Palethorpe, both of Electric Eels of Windsor SC, had won the Regional Aquaforce Awards in the 2 young volunteer categories, and were thus in the running for the

national awards, the winners of which would be announced at the ASA Council Conference on 10 October.

Finally, it had been announced at the Region's Annual Council Meeting that Mr E J Lyne had been awarded the Jeff Cook Memorial Salver, for service to the sport in the Region.

12 RATIFICATION OF COUNTY RECORDS

The submitted claims for a County record, as set out below, were ratified

Sex/Age	Event	Swimmer	Club	Venue	Date	Time
Men	50m Breaststroke LC	A Willis	Bracknell & Wokingham	Glasgow	26.06.09	30.22
	400m IM LC	A Willis	Bracknell & Wokingham	Glasgow	28.06.09	4:28.78
	100m Breaststroke LC	A Willis	Bracknell & Wokingham	Sheffield	29.07.09	1:02.66
	200m Breaststroke LC	A Willis	Bracknell & Wokingham	London	01.08.09	2:11.99
	200m IM LC	A Willis	Bracknell & Wokingham	Sheffield	28.06.09	2:07.03
Ladies	100m Backstroke LC	K Wills	Bracknell & Wokingham	Sheffield	30.07.09	1:03.56
Girls	1500m LC	A Quincey	Amersham	Aldershot	03.09	19.01.32
	100m Backstroke LC	K Wills	Bracknell & Wokingham	Sheffield	30.07.09	1:03.56

The Committee corrected a record confirmed at an earlier meeting, set by A Willis (Bracknell & Wokingham) for 200m IM LC, on 14.03.09, which should have read 2:08.81, not 2:03.31.

65 ANY OTHER BUSINESS

- A Ms E Karlicka-Cook reported that she had been offered a post in Surrey, and was therefore resigning as Regional Director. The Committee thanked her for her support for the Association, and the sport, and wished her well for the future.
- B Mrs S Topchik advised of a database suitable for club use, and that she would be happy to discuss its use.
- C Mrs Topchik also referred to a proposal which she had submitted to the Hon Secretary about inter-club co-operation.

There being no further business, the meeting closed at 2140hrs.