

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

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 10 APRIL 2013 AT THE WINDSOR LEISURE CENTRE, STOVELL ROAD, WINDSOR, COMMENCING AT 2000HRS.

Present: N J R Brand (President), R F Penfold (Hon Secretary), Mrs R Large (Assistant Hon Secretary), Mrs E M Adams, K H Adams, S Fillingham, Mrs S D Green, Mrs J R Hulbert, E J Lyne, Mrs M S Lyne, R J Moore, B Odell, R Pay, R G Prior, Miss H Whittle,

Apologies for absence were received from Mrs M M Felmingham, Ms S M Harrison, D Mason, K J Rolph, Mrs L Rootes, J Rowley, G D Shields, F W Timms, Mrs S Topchik.

34 MINUTES

The minutes of the meeting held on 12 February 2013 were agreed and signed by the President as a correct record.

35 MATTERS ARISING ON THE MINUTES

27.3 The Hon Secretary indicated that he had not yet contacted the 2 members in question, because of the bereavement suffered by one of them.

29.4It was reported that a new laptop had been acquired and that, there having been no adverse comments from the coaches of assigned clubs, Matt Heathcock had been appointed to represent the sub-region on the ASA South East Region Coaches' Forum.

36 CORRESPONDENCE

The Hon Secretary reported the following items of correspondence:

- an e-mail from Mr J P Sapey (Past President) about the death of his Mother, a long-serving member of Windsor SC;
- an e-mail from the Regional Finance & Admin Officer, ASA South East Region, concerning the death of Mrs J D Holdstock, Past President of both Southern Counties ASA and ASA South East Region: the President, Mr R G Prior and the Hon Secretary had attended the late Mrs Holdstock's funeral;
- a list of clubs suspended for late affiliation – only Electric Eels of Windsor SC remained on the list;
- a report from Mr C Huggett, conveying a request from the Thames Valley Swimming Network that the Association invest in the interests of swimmers by providing an iPad mini tablet plus software for each of 11 clubs, at an estimated cost of £3,234.

The Committee discussed the request from the Network at some length. It was noted that the chairmen of Amersham, Bracknell & Wokingham, Chalfont, Chesham, Maidenhead, Newbury, Reading, Tilehurst, Windsor and Wycombe SCs were members of the Network. It was not clear what the benefits of the requested investment would be, given that some of the clubs concerned were known to have sufficient resources to acquire such equipment from their own resources. In addition, there was no evidence that the proposal had the collective, or individual, support of the coaches of the clubs concerned.

After discussion, it was decided to defer consideration of the request to a future meeting, and to request the General Purposes Committee and the Finance Sub-Committee to explore the matter further.

37 HON TREASURER'S REPORT

The Committee considered the minutes of the meeting of the Finance Sub-Committee held on 6 March 2013.

RESOLVED: 1 That the budget for the financial year 2013/14, attached to the Sub-Committee's minutes, be adopted.

2 That the Finance Sub-Committee be authorised to approve the payment of bursaries above the budget figure, on a case-by-case basis, if demand exceeds the budget figure.

38 REPORTS OF COMMITTEES

1 General Purposes

The Committee considered the minutes of the meeting of the General Purposes Committee held on 21 February 2013.

Mr R G Prior proposed an amendment to recommendation 1a in Minute 1 by the insertion of the word "swimming" and the deletion of the words "masters" and "open Water" and the deletion of recommendation 1b. The proposal was seconded by Mr E J Lyne. Following discussion, the proposal was put to vote, but declared lost by 3 votes to 10.

Subject to minor amendments, the recommendations 1a, 1b and 2 were then adopted.

The Committee considered the decisions taken by the General Purposes Committee regarding bursaries, and the recommendations made thereon by the Finance Sub-Committee.

RESOLVED: 1 That the following arrangements be proposed to the Management Board under Rule 9.2.6, once the new constitution is implemented:

- a That managers be appointed for each of the disciplines of disability, diving, masters, open water, synchronised swimming and water polo, to be responsible, following consultation with the clubs where the discipline is practiced, for**
 - the delivery (where appropriate) of county championships and other competitions promoted on behalf of the Association
 - the selection and support for county teams at inter-county competitions
 - fostering the development of the discipline in the sub-region,**to report periodically to the Board thereon and that those managers make recommendations to the Board, as appropriate, to refine their roles and responsibilities.**
- b That managers/chairmen of committees be appointed for swimming events and swimming development, to undertake, following consultation with the relevant clubs, the functions set out in the Appendix to the report of the General Purposes Committee.**
- c That an assistant hon secretary, a public relations officer, a swimming officials' training co-ordinator and a webmaster be appointed.**
- d That the Board appoint a finance committee from amongst its members, to support the Hon Treasurer.**

2 That relevant existing office holders be requested to remain in post following the Annual Council Meeting in 2013, until such time that the Management Board has made appointments to the posts listed above.

3 That bursaries be awarded by the Association to those seeking approved qualifications in the sport, as follows:

- **criteria similar to those adopted by ASA South East Region will be deployed,**
- **bursaries will be available to members of any club assigned to the Sub-Region;**
- **no bursaries will be awarded to applicants who are already in receipt of support from ASA South East Region for the course in question.**

2 Masters

No report.

3 Swimming

The Committee considered the minutes of the meeting of the Swimming Committee held on 4 April 2013. Arising therefrom, it was **agreed that**

- **the proposed development camp at Crystal Palace, probably in January 2014, be approved in principle;**
- **Mr H Bleekendaal (Maidenhead ASC) be appointed as Hon Trophies Secretary until the Annual Council Meeting in 2013..**

The President thanked the Swimming Committee, on behalf of the Association, for successfully promoting the County [Swimming] Championships.

4 Synchronised Swimming

The Hon Secretary of the Synchronised Swimming Committee reported that

- Swimmers from Reading Royals SSC would be competing in the imminent British Championships;
- progress was being made with the County Novices' competition, run in conjunction with Reading Royals SSC: as Oxfordshire & North Buckinghamshire ASA planned to organise its own novices' competition, Witney SC would not be invited to the Berkshire competition this year;
- Reading Royals SSC had arranged training ventures, to be held in Spring Bank Holiday half-term and the summer, the latter of which would be attended by teams from Belgium and Spain;
- requested support for an Age Group Competition, to be promoted jointly with Hampshire County ASA, on 26 June 2013, by underwriting the relevant share of the costs of the competition: a paper about the proposal was circulated to the Committee.

It was agreed to underwrite the joint Age Group Competition.

5 Diving

No report

39 REPORTS OF OFFICE HOLDERS

1 Water Polo Manager

No report.

2 Public Relations Officer

No report.

3 Swimming Officials' Organiser

The Swimming Officials' Organiser commented that a surfeit of officials had volunteered for the first sessions of the County Championships.

4 Hon Trophies' Secretary

No report.

40 ASA SOUTH EAST REGION

Mr R G Prior reported that the Management Board of ASA South East Region had adopted a deficit budget for the financial year 2013/14. The budget contained provision to enable the Regional Club Development Officer to become a full-time employee, in the light of the most recent restructure of the ASA staffing arrangements.

Under those arrangements, there would no longer be a Regional Director for the South East, but the ASA would employ a Divisional Business Manager to cover both the South East and the South West. The Aquatic Officers would be managed centrally, and deployed in support of national initiatives: there would, for instance, no longer be reports to this Association on their activities. The ASA intended to employ some club development officers, but their remit, like the ASA's club strategy, had yet to be settled.

41 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
Girls	50m Freestyle SC	A Dow	Maidenhead	Maidenhead	01.03.13	27.09
	100m Freestyle SC	L Glover	Windsor	Maidenhead	09.03.13	58.16
	4x100m Freestyle SC		Amersham	Maidenhead	23.03.13	4:06.62
Ladies	4x50m Freestyle LC		Windsor	Aldershot	28.02.13	1:52.18
	4x50m Medley LC		Windsor	Aldershot	28.02.13	2:05.54
Boys	4x100m Freestyle SC		Reading	Maidenhead	23.03.13	4:01.15
Men	4x50m Freestyle LC		Windsor	Aldershot	28.02.13	1:40.63

	4x50m Medley LC		Windsor	Aldershot	28.02.13	1:54.92
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42 ANY OTHER BUSINESS

- A Mr R Pay advised that the new 50m pool in High Wycombe would be brought into use in 2015.
- B The Swimming Committee was requested to explore the practicability of feeding coaches between sessions at the County Championships.
- C It was suggested that approaches should be made to Slough & Eton Dolphins SC as to whether there was any support which the Club felt that the Association might be able to give it.

There being no further business, the meeting closed at 2210 hrs.