



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of ASA South East Region

President : Mr John Rowley (Bracknell & Wokingham SC)

9 February 2016

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held in the Thames Suite at the Windsor Leisure Centre, Stovold Road, Windsor on Tuesday 16 February 2016, at 8pm, to transact the business in the agenda set out below.

Yours faithfully

Hon Secretary

To: John Rowley (President), Nigel Brand, Kevin Brooks, Stuart Fillingham, Janet Hopkins, Eddie Lyne, Jonathan Mills, Terry Norris, Bob Odell, Roger Prior, Beverley Skelton

And Rosa Gallop, Rosemary Large, Helen Mack

Also Sue Green

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 19 November 2015 (see pages 4 to 8, *previously circulated*).

2 ASA CLUB DEVELOPMENT OFFICER

At its first meeting, the Board decided to issue an open invitation to its meetings to the ASA Club Development Officer covering the Association's area. Rosa Gallop has, therefore, been invited to attend and may wish to report.

3 REGIONAL CLUB DEVELOPMENT OFFICER

At its first meeting, the Board decided to issue an open invitation to its meetings to the ASA South East Region's Regional Club Development Officer. Helen Mack has, therefore, been invited to attend and may wish to report.

4 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

Members will recall that the Board has adopted an annual programme for discipline managers and other appointees to attend meetings of the Board. All managers and appointees have been invited to this, the budget-setting meeting, and are invited to report, orally, if that is their wish.

5 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

6 FINANCE

It is expected that the Hon Treasurer will submit a draft budget for the financial year 2016/17 to this meeting.

7 VICE-PRESIDENT

Terry Norris (Chalfont Otters SC) has put his name forward to be Vice-President.

8 ASA SOUTH EAST REGION

The Regional Management Board has invited each sub-region to appoint a representative to attend its next meeting, on Sunday 21 February 2016, when the Regional Board will, amongst other business, adopt its budget for the financial year 2016/7. Eddie Lyne has volunteered to represent the sub-region at that meeting.

9 CORRESPONDENCE

The Hon Secretary will continue to report to the Board correspondence he has received, not otherwise reported in the agenda.

Since the last meeting, all correspondence has been from the ASA's Divisional Office Manager - South & West, as follows:

- application for affiliation from the Gerrards Cross Taper Tigers SC: the Hon Secretary responded to indicate that the Association had had no previous objection (the club was previously affiliated, but the affiliation had lapsed);
- monthly club updates.

10 ASA DIVISIONAL BUSINESS MANAGER

The report of Alan Green, the ASA Divisional Business Manager, South & West, submitted to the ASA South East Region Management Board in November 2015, is attached, for the information of the Board (see pages 9 to 24).

11 ANY OTHER BUSINESS

Members will recognise that, in light of the Board's decision that the agenda of meetings should include notice of every matter to be discussed, with written reports, complete with clear advice/recommendations as to action required, circulated at least 3 clear days in advance of the meeting, it is inappropriate to take decisions, at this meeting, on matters which may be raised orally under this agenda item.

8 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

Members will recall that, at its last meeting, the Board decided an annual programme for discipline managers and other appointees to attend meeting of the Board.

In accordance with that programme, the masters and water polo managers should report to this meeting. No appointment has yet been made to the post of Masters' Manager, but a report by the Interim Water Polo Mnager is attacedg (see page).