



## Berkshire & South Buckinghamshire Amateur Swimming Association

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A sub-region of ASA South East Region

**President : Mr John Rowley (Bracknell & Wokingham SC)**

30 March 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 Wednesday 6 April 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

### **A G E N D A**

#### **1 MINUTES**

To confirm the Minutes of the meeting of the Management Board held on 16 February 2016 (*see pages 4 to 6*).

#### **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 sent her apologies, but has submitted a report (*copy attached*).

### **4 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 para -swimming and the performance swimming events' managers should report to this meeting. A report by the Performance Swimming Events Manager is *attached*.

### **5 MATTERS ARISING ON THE MINUTES**

To consider matters arising not covered elsewhere in the agenda.

### **6 FINANCE**

The Hon Treasurer will submit a draft budget for the financial year 2016/17 to this meeting.

### **7 ASA SOUTH EAST REGION**

Roger Prior may report orally on the meetings of the Regional Management Board on 21 February and 21 March 2016.

### **8 CORRESPONDENCE**

The Hon Secretary will continue to report to the Board correspondence he has received, not otherwise reported in the agenda. However, the only correspondence of note since the last meeting has been the monthly club updates from the ASA South East Region.

### **9 ASA DIVISIONAL BUSINESS MANAGER**

The reports of Alan Green, the ASA Divisional Business Manager, South & West, submitted to the ASA South East Region Management Board in February and March 2016, is *attached*, for the information of the Board.

## 10 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.