

DRAFT

To be confirmed at the meeting of the Board on 6 September 2016 BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA

Minutes of the a meeting of the Management Board held at Windsor Leisure Centre, Stovold Road, Windsor on 9 June 2016, commencing at 2000hrs.

Present: John Rowley (President), Roger Penfold (Hon Secretary), Jonathan Mills (Hon Treasurer), Kevin Brooks, Stuart Fillingham, Janet Hopkins, Terry Norris, Bob Odell, Roger Prior, Beverley Skelton.

Also present: Rosemary Large (Assistant Secretary), Helen Mack (ASASER Regional Club Development Officer).

Apologies for absence were received from Nigel Brand, Eddie Lyne, Rosa Gallop (ASA Club Development Officer).

The Board observed that the meeting summoned for 6 April 2016 had been cancelled by the Officers, when it had become clear that a quorum would not be present.

36 MINUTES

The Minutes of the meeting held on 16 February 2016 were agreed and signed by the President as a correct record, subject to the renumbering of the minutes after Minute 33, and the substitution of the name “Arena” for “Area” in Minute 35E.

37 REGIONAL CLUB DEVELOPMENT OFFICER

A report from Helen Mack had been circulated prior to the cancelled meeting in April 2016. In addition, Helen reported orally that:

- all the submitted Swim21 health checks for assigned clubs were passed by the Regional panel, with further checks being submitted to the panel’s next meeting;
- the coverage of Swim21 amongst the County’s clubs was very good;
- a coach education seminar would be held in Caversham, Reading on 12 June 2016;
- a recent team manager 2 course had been well supported;
- information would shortly be circulated about a Young Vounteers’ course, to be hosted by Chalfont Otters SC.

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In accordance with the annual programme for discipline managers and other appointees to attend meetings of the Board, reports had been expected on swimming events and disability swimming at the meeting in April 2016 and reports were expected on diving and synchronized swimming at this meeting.

The Board formally **NOTED** a report by Performance Swimming Events' Manager circulated with the agenda for the April meeting and a report by the Synchronised Swimming Manager circulated with the agenda for this meeting. The Synchronised Swimming Manager pointed out that the name "Reading Royals" should be substituted to the word "We" in the ante-penultimate paragraph of her report.

Kevin Brooks reported that Wycombe District SC was launching a synchro section.

The President circulated, at the meeting, a report in his role as Public Relations Officer. In answer to a question, he undertook to pursue the use of social media for communications by the Association. The Board **NOTED** the report.

39 MATTERS ARISING ON THE MINUTES

30/19 Regional Club Development Officer

It was reported that a "Time to Listen" course had been arranged in the County, in September 2016.

30/21 Appointment of Persons and Sub-bodies

Janet Hopkins advised the Board that she continued to discuss with a member of Newbury District SC about that person becoming the Association's Open Water Manager.

40 FINANCE

The Hon Treasurer introduced draft accounts for the financial year ended 31 March 2016 and a draft budget for the financial year 2016/17, which had been circulated with the agenda for the meeting.

In connection with the budget, Kevin Brooks enquired whether the Board would be prepared to make grants to individual clubs. Members indicated that the Board would consider any requests received. The Board **ADOPTED** the budget as presented.

On the proposition of Roger Penfold, seconded by Janet Hopkins, the accounts were **ADOPTED** for submission to the Annual Council Meeting.

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41 BURSARY SCHEME

The Board noted that its Finance Sub-Committee had approved applications for bursaries under the Association's scheme, to 3 members of Chalfont SC for Level 1 Coaching qualifications.

42 COUNTY [SWIMMING] CHAMPIONSHIPS 2017

Stuart Fillingham introduced a report, circulated with the agenda for the meeting, by the Performance Swimming Events' Committee, summarizing the current plans for the 2017 County Swimming Championships, and rehearsing how the Committee had reached its conclusions. The report included the communication issued by the Committee to the coaches of clubs assigned to the sub-region by way of consultation, and the response from Kevin Brooks on his own behalf and a number of coaches to assigned clubs.

The Committee proposed to promote the championships in short course format at both the Maidenhead and High Wycombe pools, except the 800m and 1550m events, which would be run in long course format at Wycombe. No Member of the Board, except Kevin, expressed dissent from this proposal.

43 ANNUAL COUNCIL MEETING

The Board was reminded that the Annual Council Meeting was arranged for 21 July 2016, and of the closing dates for the receipt of nominations etc.

44 ASA SOUTH EAST REGION

Roger Prior reported orally on the meetings of the Regional Management Board on 21 February, 21 March and 10 May 2016, covering the Region's budget for 2016/17 and the consideration by the ASA of incorporation (as opposed to the present democratic model). Roger also mentioned the European Masters' Championships, held in London, which had been the subject of adverse comment by the Regional Management Board. It seemed that the competition had not been the epitome of good organization.

45 CORRESPONDENCE

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ASA England Programmes had invited representation at a County Conference - 2017-2021, to be held in Kegworth on 19 October 2016. 2 representatives per County were invited, the purpose of the conference being to inform of the strategic direction of England Programmes over the next 4 year period. The Board **AGREED** that the Performance Swimming Events' Committee should be approached to nominate the Association's representatives.

46 ASA DIVISIONAL BUSINESS MANAGER

The Board **NOTED** updating reports by Alan Green, the ASA Divisional Business Manager, South & West, which had been submitted to the ASA South East Region Management Board in February and March 2016, and which had been circulated with the agenda for the meeting on 6 April 2016. It was noted that Beth Morse was now the Area Swim Manager covering the eastern half of Berkshire.

47 ANY OTHER BUSINESS

- A It was reported that the ASA had moved the national Inter-County competition to a different weekend in October 2016, which change of date might impact on the County team, as some possible team members might not be available.
- B Terry Norris reported on his visits to clubs, with the President, when they had discussed, for instance, the relationship between the clubs and their Association.

The meeting concluded at 2120hrs.