

## **DRAFT**

### **To be confirmed at the meeting of the Board on 5 September 2018 BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of a meeting of the Management Board held at Windsor Leisure Centre, Stovell Road, Windsor on 5 June 2018, commencing at 2000hrs.

Present: Terry Norris (President), Roger Penfold (Hon Secretary), Peter Button, Stuart Fillingham, Janet Hopkins, Jason Keeler, Eddie Lyne, Bob Odell, Roger Prior, Beverley Skelton, Emma West.

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

Apologies for absence were received from Andy Mackay, John Rowley (Public Relations Officer), Rosa Gallop (Swim England Club Development Officer),

#### **50 MINUTES**

The Minutes of the meeting held on 11 April 2018 were agreed and signed by the President as a correct record, subject to the following amendments:

- the relevant post being amended to read “Disability/Para Swimming Liaison Officer” in Minute 42;
- the correction to the surname of the late Mike Daniell in Minute 43;
- the addition of the words “and box” after the word “harness” in Minute 46.

#### **51 REGIONAL CLUB DEVELOPMENT OFFICER**

Helen Mack had submitted a report, which had been circulated to the Board in advance of the meeting, covering:

- An update on Swim Mark (previously Swim 21);
- Various imminent regional conferences, eg team managers, coaches;
- Regional swimming pathway camps;
- Applications for the Coaches’ Forum;
- Various courses.

Helen also pointed out that volunteer week had been a success in the County area and reminded Members of the closing dates for the various regional awards. In answer to questions, Helen referred to safeguarding courses which had been organized, and a willingness to promote team manager courses, locally, if there was demand.

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### **52 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES**

In accordance with the annual programme for discipline managers and other appointees to attend meetings of the Board, reports were expected on diving and synchronized swimming, and by the Webmaster.

The Board **NOTED** reports by the Diving Manager (Emma West) and the Synchronised Swimming Manager (Beverley Skelton), both circulated prior the meeting.

Arising from the reports, the Board noted that that it was expected that the replacement for Central Pool, Reading, was expected to be open by the end of 2020 and that a replacement facility was envisaged at Amersham, with an 8 lane 25m pool with deep water for diving: this was expected to open by the end of 2021. In addition, Emma referred to the campaign - RG50 - to persuade Reading Borough Council to replace Central Pool with a long course facility.

### **53 MATTERS ARISING ON THE MINUTES**

#### **43/34 Albatross DC - request for financial assistance**

It was noted that the application for the promised grant had now been received from Albatross DC.

#### **43/38B Trophy cabinet**

It was decided again to defer consideration of a installing a County trophy cabinet at the Wycombe Leisure Centre. Wycombe District SC was reported to be happy about the proposal.

#### **48 Application for financial support**

It was noted that Reading SC had not pursued its request its application for financial support for achieving life-saving capability at Minley military pool.

### **54 BURSARY SCHEME**

It was reported that the Finance Sub-Committee had considered 2 applications for bursaries under the Association's scheme, one for swimming teaching and one for swimming coaching, since the last meeting.

The Sub-Committee was continuing with the requested wider review of the bursary scheme.

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### **55 ANNUAL COUNCIL MEETING**

The Board was reminded that the Annual Council Meeting was arranged for 19 July 2018 and noted that the closing date for nominations for office and the submission of proposal for rule changes was 23 June 2018, while other motions needed to be with the Hon Secretary by 5 July.

### **56 ASA SOUTH EAST REGION.**

The Hon Secretary and Roger Prior reported on the meeting of the Regional Management Board held on 10 May 2018. The business of the meeting had largely been routine, but had included deciding the topics for the workshops on the morning of the Annual Council Meeting, alternatives to cash handling at regional events, the future of the diving talent programme and progress towards implementation of the GDPR.

### **57 CORRESPONDENCE**

The Hon Secretary reported the receipt of the following correspondence of note since the last meeting, aside from the monthly club updates from the ASA South East Region:

- Regional Office Manager, Swim England South East, forwarding “LoveSwimming Update”;
- Swim England, Coaching and teaching statement;
- Regional Office Manager, Swim England South East, forwarding a message from Swim England Chief Executive about Youth Sport Nutrition, a company;
- Swim England, GDPR guidance from Sport and Recreation Alliance;
- Swim England, reminder to use the affiliated county logo;
- Regional Office Manager, Swim England South East, forwarding details about the Swim England National Awards 2018.

Arising from the correspondence, the Hon Secretary acknowledged that action needed to be instigated in respect of GDPR.

### **58 ANY OTHER BUSINESS**

It was reported that a County pathway camp was to be held at Crossfields School, Reading on 10 June 2018.

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The meeting concluded at 2135hrs.