



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of ASA South East Region

President: Mr Terry Norris (Chalfont Otters SC)

6 November 2018

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, Stovell Road, Windsor (subject to confirmation) on Tuesday 13 November 2018, at 8pm, to transact the business in the agenda set out below.

Yours faithfully

Hon Secretary

To: Terry Norris (President), Jonathan Mills (Hon Treasurer), Peter Button, Stuart Fillingham, Janet Hopkins, Jason Keeler, Eddie Lyne, Andy MacKay, Bob Odell, Roger Prior, Beverley Skelton, Emma West

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 5 September 2018 (*to follow*).

2 SWIM ENGLAND CLUB DEVELOPMENT OFFICER

At its first meeting, the Board decided to issue an open invitation to its meetings to the Swim England 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 Swim England South East'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 decided an annual programme for discipline managers and other appointees to attend meeting of the Board.

In accordance with that programme, reports by the Masters' Manager and by the Interim Water Polo Manager are *expected*.

5 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

6 FINANCE

To consider the report of the Hon Treasurer (*herewith*).

7 BURSARY SCHEME

To consider the recommendations of the Finance Sub-Committee (*herewith*)

8 ASA SOUTH EAST REGION

The Hon Secretary may report orally on the Regional Council Meeting on 15 September 2018 and the Regional Management Board meetings held on 10 September and 9 October 2018.

9 CORRESPONDENCE

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

meeting aside from the monthly club updates from Swim England South East, is as follows:

- Regional Office Manager, Swim England South East - forwarding message from the Swim England Para-Swimming Development Officer about access to secondary strobe lights for deaf swimmers in racing, and the subsequent clarifying web article from Loughborough;
- Mr Herman Bleekendaal - seeking individual membership of the Association;
- Regional Office Manager, Swim England South East - forwarding a message from the Swim England Head of Media and Public Affairs about financial support for water polo;
- Regional Office Manager, Swim England South East - enquiring whether the Association would be raising a County levy in 2018: answer given - “No”;
- Swim England National Child Safeguarding Manager, requesting publishable contact details of County Welfare Officer;
- Regional Office Manager, Swim England South East - forwarding message from the Swim England Head of Media and Public Affairs about the celebrations of the 150th anniversary of the formation of the ASA.

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.