

DRAFT

**To be confirmed at the meeting of the Board on 13 February 2019
BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of the a meeting of the Management Board held at Windsor Leisure Centre, Stovell Road, Windsor on 13 November 2018, commencing at 2000hrs.

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

Apologies for absence were received from Andy Mackay, Roger Prior, Rosemary Large (Assistant Secretary), Helen Mack (ASASER Regional Club Development Officer).

15 MINUTES

The Minutes of the meeting held on 5 September 2018 were agreed and signed by the President as a correct record.

16 REGIONAL CLUB DEVELOPMENT OFFICER

In presenting her apologies for absence, Helen Mack had submitted a report, which had been circulated to the Board in advance of the meeting, covering:

- SwimMark accreditation;
- Team manager courses;
- Swim England Performance Centres;
- Regional and County Coaches' Conference;
- The Young Volunteer Programme
- Coach workshops;
- The NxT Generation Home Nations Coaching Conference.

17 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 masters' swimming and water polo.

The Board **NOTED** reports by the Masters Manager (Bob Odell) and the Interim Water Polo Manager (Roger Penfold), both circulated prior to the meeting.

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Arising from the reports, the Board noted that the Association was due to host the inter-county masters' event in 2019. Bob was concerned that he might experience difficulties in securing an appropriate pool for the event.

18 MATTERS ARISING ON THE MINUTES

2 Matter referred by Annual Council Meeting

The Hon Secretary reported receipt of an expression of interest in serving as a Board Member from Chris Glover (Windsor SC).

It was **RESOLVED** to appoint Chris Glover as a Member of the Board until the next Annual Council Meeting.

11 Swim England South East Region Council Meeting

The action of the Hon Secretary, in appointing Pauline Walker and Anna Weaver (both Electric Eels of Windsor SC), as representatives of the Association at the Swim England South East Region Council Meeting on 15 September 2018, was **APPROVED**.

13 Correspondence

The Board was pleased to note that the County had retained its place in Division 1 of the [national] County Team Championships, held in Sheffield in October.

19 FINANCE

The Board considered the report Hon Treasurer, circulated in advance of the meeting, **NOTING** the general financial points concerning events like the County Masters' Meet, the County Development Meet, the Regional Development Camp and the Pre-County Camp.

In terms of the specific items in the report, it was **AGREED**, after full discussion on each

- to use the product "Stripe" to manage entry fees etc in respect the County Championships and other events;
- to defer consideration of a scheme to recognize the achievement of athletes from the County selected for international events, pending obtaining further information about the scheme operated by Surrey;
- not to pursue, for the time being, providing branded hoodies to members of County teams.

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20 BURSARY SCHEME

The Board considered the recommendations of the Finance Sub-Committee, set out in the minutes of its meeting on 3 October 2018, following a review of the Association's scheme for bursaries for members of assigned clubs seeking teaching and coaching qualifications. The review had been predicated by the decision of the Region to restrict bursaries to those seeking coaching qualifications.

The recommendation was that, going forward, the Association would continue to offer both teaching and coaching bursaries, but that clubs would only receive bursaries on a one and one basis - a teaching bursary could only be awarded if a coaching bursary had already been granted.

Jason Keeler moved an amendment to the scheme which would allow a second teaching bursary per club - a sort of 2 for one arrangement.

Following a full discussion, during which a number of differing views were expressed, the amendment was adopted. The amended motion was voted upon, and **ADOPTED**.

21 SWIM ENGLAND SOUTH EAST REGION

The Hon Secretary reported on the Annual Council Meeting held on 15 September and the meetings of the Regional Management Board held on 10 and 9 October 2018.

The proposals before the Annual Council Meeting had been adopted, although the meeting was only just quorate, notwithstanding the substantial number of club members present for the awards' ceremony held during the meeting. Jenny Gray MBE, from Marlow, and very well-known in synchro circles, had been installed as President.

The Regional Management Board meeting in September had largely focused on preparing for the ACM. Terry Norris had been installed as Vice-President at the October meeting, and preparations were made for the Region's presence at the Swim England ACM. The customary appointments were made, and Roger Prior had been appointed as the Board Member Responsible for Finance, in succession to Gary Shields, who had stood down from the Board. Finally, the Board had agreed to the transfer of the regional club development officers to the joint employment of Swim England and the Region, and to harmonise their contracts.

22 CORRESPONDENCE

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

- 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 the 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.

The Board **AGREED** to grant Herman Bleekendaal individual membership of the Association, without fee, and to endorse the action of the Hon Secretary regarding a county levy.

23 ANY OTHER BUSINESS

- A Emma West circulated invitations to sign the petition in support of the RG50 campaign, for a long course pool in Reading.
- B It was noted that 7 swimmers from clubs assigned to the County had been selected for the Regional team to compete in Flanders, Belgium, in January 2019.

The meeting concluded at 2155hrs.