



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of ASA South East Region

President : Mr Terry Norris (Chalfont Otters SC)

3 April 2019

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held at the Magnet Leisure Centre, Holmanleaze, Maidenhead on Wednesday 10 April 2019, 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, Chris Glover, Janet Hopkins, Jason Keeler, Eddie Lyne, Andy MacKay, Bob Odell, Roger Prior, Beverley Skelton, Emma West

And Rosemary Large, Helen Mack, Helen Weeks

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 13 February 2019 (*herewith*).

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. Helen Weeks, who is looking after the northern part of Rosa Gallop's area, 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 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, a report by the Performance Swimming Events' Manager is expected for this meeting. The report of the Performance Swimming Events' Manager *is enclosed*.

5 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

6 FINANCE

The Hon Treasurer will report orally on the Association's finances.

7 ASA SOUTH EAST REGION

The Hon Secretary or Roger Prior may report orally on the meetings of the Regional Management Board held on 24 February and 21 March 2019.

8 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 the ASA South East Region, is as follows:

- Regional Office Manager, Swim England South East, listing clubs suspended for failing to re-affiliate by the due date;
- Swim England 2019 Handbook;
- Senior Admin Officer, Swim England, about the Swimming Hall of Fame;

- Swim England South East Water Polo Manager - information about new water polo rules' update workshop, Guildford, 6 April 2019.

9 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.