



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region
President : Beverley Skelton (Reading Royals SSC)

5 February 2020

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held in the Pearl Room at the Magnet Leisure Centre, Holmanleaze, Maidenhead on Wednesday 12 February 2020, at 8pm, to transact the business in the agenda set out below.

Yours faithfully

Hon Secretary

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

And Rosa Gallop, Rosemary Large, Sue Green, John Rowley, Alex Vine

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 12 November 2019 (*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 the Swim England South East Region's Regional Club Development Officer. Following the recruitment of a successor to Helen Mack, the Regional Manager has agreed with the staff that Rosa Gallop will liaise with the Association.

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.

All managers and appointees have been invited to this, the budget-setting, meeting, and are invited to report, orally, if that is their wish.

The Performance Swimming Events Manager, Stuart Fillingham, has given notice of his intention not to seek re-appointment after the Annual Council Meeting in July 2020.

A Board Member has requested that the Board discuss the role of the Swimming Officials' Training Co-Ordinator.

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.

It is hoped he will be able to produce the draft or examined accounts for 2018/19.

The Hon Treasurer will also submit a draft budget for the financial year 2020/21 to this meeting.

7 BURSARY SCHEME

Slough & Eton Dolphin SC have applied for 3 teaching qualification bursaries, which applications fall outside the Association's bursary scheme.

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 November 2019 and 6 February 2020.

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 Swim England South East Region, is as follows:

Regional Manager, Swim England South East Region - forwarding a message from the Chief Executive of Swim England on handling requests for meet data;
Regional Manager, Swim England South East Region - forwarding a list of clubs who had not responded to the request to complete their entry in the Swim England Coaching and Teaching Register;
Regional Manager, Swim England South East Region - forwarding a request for nominations for the Harold Fern and A H Turner Awards;
Regional Manager, Swim England South East Region - announcing the appointment of Ben Macdonald as Regional Club Development Officer, in succession to Helen Mack, and the disposition of responsibilities within the regional team;
Head of Volunteering & Pathways, Swim England - changes to swimming Judge 1 process.

9 SOCIAL MEDIA

A Board Member would like to discuss use, by the Association, of social media for communication.

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.