



Berkshire & South Buckinghamshire Amateur Swimming Association

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

16 April 2020

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held via GoToMeeting on Thursday 23 April 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

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 12 February 2020(*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, however, been placed on furlough, in accordance with the Government's scheme.

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. The Regional Manager has agreed with the staff that Rosa Gallop will liaise with the Association. However, during Rosa's periods of furlough, Ben McDonald will provide cover.

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.

The Board is asked to adopt, as authorised by the Annual Council Meeting, the examined accounts for the financial year 2018/19, as circulated on 1 March 2020.

The Treasurer hopes to be able to circulate the examined accounts for 2019/20, in time for the meeting.

7 THE ASSOCIATION'S RESPONSE TO THE COVID-19 PANDEMIC

In accordance with the restrictions imposed by Government in March 2020, in response to the Covid-19 pandemic, all the Association's events and activities until at least the end of May 2020 have been cancelled or postponed.

The Hon Secretary sent a message to all club secretaries on 24 March 2020, drawing attention to the following notice on the Association's website:

"The County Association is a grouping of clubs within Berkshire and South Buckinghamshire. Its Management Board, elected at last year's Annual Council Meeting, and the Board's Finance Sub-Committee is already engaged in how best to assist clubs as a result of this crisis. The situation has been, and remains, dynamic,

particularly in respect of government advice and announcements. Similarly, there is no clarity about how long any restrictions will remain in place: some suggest a (hopefully, pessimistic) view that the crisis will continue to the end of this year.

“Clearly, the Board would be rash to dispose of all its balances, and must retain sufficient to meet its liabilities. Furthermore, the Association needs to be in a position to help clubs restart their operations when the present crisis is over, and pools are available again.

“In addition, it may be anticipated that the Board will expect each club to take full advantage of the various support schemes announced by the Government, as well as exhausting their own reserves.

“It is expected that the Board will want to know what support is forthcoming from the national governing body and the South East Region. Any scheme by the Association needs to complement national or regional mechanisms, not duplicate them.

“Therefore, it would help the Board to know what individual clubs NEED to survive the current period of inactivity, however long that might be, and why. In this connection, the Regional Management Board is about to launch a survey, albeit for anonymous responses, to get a feel for the regional requirement.

“One final comment. The present circumstances quite clearly demonstrate the need for clubs to incorporate, in order to avoid the spectre of personal liability falling on members”.

At the time of despatch of this agenda, one club, Wycombe District SC, had made a submission.

It is hoped that relevant results from the South East Region survey (mentioned above) will be available for the meeting.

8 ASA SOUTH EAST REGION

The Hon Secretary or Roger Prior may report orally on the meetings of the Regional Management Board held on 9 March and 7 April 2020. The Annual Council Meeting, which was to have been held earlier this month, has been postponed, because of the restrictions imposed in response to the Covid-19 pandemic.

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 the Swim England South East Region, is as follows:

Regional Manager, Swim England South East Region - forwarding a message from Swim England to clubs giving guidance regarding coronavirus (Covid-19);

Regional Manager, Swim England South East Region - forwarding a list of clubs suspended for failing to re-affiliate in time (none in the County);

Regional Manager, Swim England South East Region - advising of the death of Ray Hedger, past president of the Region and of the ASA;

Regional Manager, Swim England South East Region - forwarding a statement by the Chief Executive of Swim England about voluntarily suspending activities in line with the Government's measures to help combat the spread of Covid-19: [subsequently, the Government measures effectively suspended all aquatic sport and related training];

Regional Manager, Swim England South East Region - forwarding link to funding for clubs available from Sport England (shared with Board Members).

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.