

DRAFT

To be confirmed at the meeting of the Board on 23 April 2020 BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA

Minutes of the meeting of the Management Board held at Magnet Leisure Centre, Holmanleaze, Maidenhead on 12 February 2020, commencing at 2015hrs.

Present: Beverley Skelton (President), Andy Mackay (Vice-President), Roger Penfold (Hon Secretary), Jonathan Mills (Hon Treasurer), Robert Blinkhorn, Peter Button, Diane Cryer, Chris Glover, Jason Keeler, Bob Odell, Roger Prior, Emma West.

Also present: Rosa Gallop (Swim England Club Development Officer), Sue Green (Swimming Officials' Training Co-Ordinator), Rosemary Large (Assistant Secretary).

Apologies for absence were received from Stuart Fillingham, Janet Hopkins.

27 MINUTES

The Minutes of the meeting held on 12 November 2019 were agreed and signed by the President as a correct record.

28 SWIM ENGLAND CLUB DEVELOPMENT OFFICER

Rosa Gallop, the Swim England Club Development Officer, spoke to her previously circulated report, covering

- Stronger Affiliation;
- Swim Mark;
- Teaching and Coaching Register;
- Time to Listen and Team Manager training;
- Regional Swimming Pathway Coaches' Conference;
- Sport Science and Sport Medicine Conference;
- Para swimming and the Regional Disability Group;
- Artistic swimming;
- Water polo;
- Diving;
- Open Water and Masters;
- Regional Off-shore Swimming Camp, in Luxembourg in January: the head coach and team managers had come from the County, together with 10 of the swimmers.

29 REGIONAL CLUB DEVELOPMENT OFFICER

The Board recalled that it had issued an open invitation to its meetings to the Swim England South East Region's Regional Club Development Officer. Following the

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recruitment of a successor to Helen Mack, the Regional Manager had agreed with the staff that Rosa Gallop would liaise with the Association.

30 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

In accordance with the annual programme, all discipline managers and other appointees had been invited to attend the meeting, and to report orally, if they wished.

It was reported that the Performance Swimming Events' Manager, Stuart Fillingham, had given notice of his intention not to seek re-appointment to that office after the Annual Council Meeting in July 2020. Other Members of the Board explained the background to Stuart's decision, citing, in particular, the behaviour of, for instance, some swimmers and coaches at the County Championships in January 2020. It was noted, however, that Stuart, and Rob Moore, had indicated that they were prepared to provide technical, on the day, support for the Association's various swimming competitions.

It was **AGREED** that assigned clubs be advised that conduct not in accordance with the Swim England Code of Conduct was unacceptable, and pointing out that, if there was no volunteer to take on the appointment of Performance Swimming Events' Manager, there was unlikely that the Association would be able to promote the County Championships in 2021.

It was also **AGREED** to thank Stuart, and Rob Moore, for their support of the Association's [swimming] competitions over many years.

In answer to a question, the Swimming Officials' Training Co-Ordinator, Sue Green, advised that the responsibilities of that post were gradually being transferred to Chris Hirst.

Later in meeting, enquiries were made as whether there were volunteers to take over the role of Public Relations Officer from John Rowley, given that he had been resident in Wiltshire for some while.

31 MATTERS ARISING ON THE MINUTES

21 Report of Masters Manager

Bob Odell advised that the Inter-County Masters' competition would be held on 1 November 2020.

22/14 County Coach

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The Hon Secretary advised that the County Coach had reported that Adam Barrett (Tilehurst SC) had declined appointment as Assistant County Coach, and that he was approaching other possible appointees.

32 FINANCE

The Hon Treasurer reported the Association's finances to be healthy: as at the date of the meeting, income had exceeded expenditure by c£5,600.

Apologising for their delay, the Hon Treasurer circulated the draft accounts for the year ended 31 March 2019, as submitted to the examiner of accounts: he expected the examiner's certificate imminently. In the meantime, the Board **ADOPTED** the draft accounts, subject to the examiner's certificate, in accordance with the authority granted by the 2019 Annual Council Meeting.

Finally, the Hon Treasurer circulated a draft budget for the financial year 2020/21, which, subject to some suggested amendments, was **ADOPTED**. A revised version would be circulated in due course.

33 BURSARY SCHEME

The Board considered applications from Slough & Eton Dolphin SC for 3 teaching qualification bursaries, in the current financial year, the applications standing outside the criteria for the Association's bursary scheme. It was **AGREED** to grant the requested bursaries, as an exception to the Association's scheme, in recognition of the particular circumstances of the Club.

34 SWIM ENGLAND SOUTH EAST REGION

The Hon Secretary reported as follows in respect of the meetings of the Regional Management Board held on 24 November 2019 and 6 February 2020:

- November - Jane Nickerson (Swim England Chief Executive Officer) attended, received reports from all discipline managers, noted review of the Swim England strategy and reviewed the Region's strategy, agreed the budget for 2020 on the basis of a maximum deficit of £56,000, and reviewed strategies in respect of communications and volunteering.
- February - further discussed some sessions of the Regional swimming championships being on a school day in 2020, noted the draft accounts for 1 April to 31 December 2019, which showed a surplus of c£34,700, and noted the vacancies for Vice-President and a Board member.

It was **AGREED** that Eileen and Ken Adams (Amersham SC) be appointed as 2 of the Association's delegates to the Region's Annual Council Meeting in April 2020.

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35 CORRESPONDENCE

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

- 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.

36 SOCIAL MEDIA

Diane Cryer raised the issue of greater use, by the Association, of social media as a means of communication.

37 ANY OTHER BUSINESS

- A The Board congratulated Wycombe District SC on winning the Arena Swimming League South competition in December 2019.
- B The Board noted progress with the building of new competition pools at Amersham and Maidenhead, and the decision of Reading Borough Council about new pools in that town.
- C Emma West expressed the gratitude of Albatross DC to Amersham SC for being able to train at the Amersham pool.

The meeting concluded at 2140hrs.