

DRAFT

**To be confirmed at the meeting of the Board on 10 February 2021
BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of the meeting of the Management Board held remotely (via Zoom) on 10 November 2020, commencing at 2000hrs.

Present: Andy Mackay (President), Peter Button (Vice-President), Roger Penfold (Hon Secretary), Jonathan Mills (Hon Treasurer), Robert Blinkhorn, Diane Cryer, Greg Du Tertre, Stuart Fillingham, Janet Hopkins, Carolyn Jubb, Jason Keeler, Terry Norris, Bob Odell, Roger Prior, Beverley Skelton, Emma West.

Also present: Kristie Jarrett (Regional Club Development Officer).

Apologies for absence were received from Rosemary Large (Assistant Secretary).

19 MINUTES

The Minutes of the meetings held on 9 June and 2 September 2020 were agreed and signed by the President as a correct record.

20 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, Kristie Jarrett. Kristie reported on:

- SwimMark;
- progress locally with Stronger Affiliation;
- the Young Volunteers' programme;
- the coach and club fora arranged by the Region.

21 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 **RECEIVED AND NOTED** a report by the Masters' Manager (Bob Odell) circulated prior to the meeting and an oral report by the Interim Water Polo Manager (Roger Penfold). In respect of water polo, it was noted that only one of the Association's clubs played polo - Reading SC - and its training sessions and matches were held at Eton College.

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22 To be confirmed at the meeting of the Board on 10 February 2021 MATTERS ARISING ON THE MINUTES

14 Dates of meetings

The Hon Secretary reported that, in accordance with the authority given at the last meeting, he had arranged for meetings of the Board to be held on the following dates, with the Annual Council Meeting on Thursday 15 July 2021:

Wednesday 10 February 2021
Thursday 22 April 2021
Tuesday 8 June 2021
Wednesday 8 September 2021

23 FINANCE

The Hon Treasurer reported orally that there had been little movement in respect of the Association's finances, save for the implementation of the decisions taken at the last meeting, eg refunding the contributions paid by the 2020 cohort of participants in the County Swimming Development Programme.

The Hon Treasurer advised that no requests had yet been submitted by clubs for Covid-19 support, under the Association's scheme.

24 COUNTY [SPEED SWIMMING] CHAMPIONSHIPS

The Board was reminded that county associations had been invited to send representatives to 2 briefings organised by the [national] Swimming Leadership Team on 27 September and 4 October 2020, about the work being undertaken around competitions and the 2021 calendar. The President, Jason Keeler and Roger Prior had attended one or other of the briefings, and reported orally. Members also noted a written update from Swimming Leadership Team issued, which had been circulated to them on 8 October 2020.

Subsequently, the President had written to each of the clubs assigned to the Association, introducing himself, and raising the subject of county [speed swimming] championships and the vacancy for Performance Swimming Events' Manager. A reply from Wycombe District SC, suggesting little immediate support for County Championships, compared to events promoted by clubs, had been circulated prior to the meeting.

Members engaged in a wide ranging discussion covering where and when to hold County Championships in 2021, but observing that any promotion of such events would be problematic while the post of Performance Swimming Events' Manager remained vacant.

In conclusion, it was **AGREED**,

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- 1 That Championships would not be held in January 2021 and that the present booking of the Wycombe Leisure Centre, for dates then, be cancelled, in order to avoid any charges.
- 2 In principle, to hold some County events, similar to the Championships, during any window approved by the Swim England Swimming Leadership Team.
- 3 To seek feedback from coaches of assigned clubs on their appetite for County events in June/July 2021.
- 4 To authorize the President to progress the above decisions in the absence of a Performance Swimming Events' Manager.

25 COUNTY TROPHIES

Greg Du Tertre, who had volunteered, at the last meeting, to collect in the Association's trophies awarded at the County [Speed Swimming] Championships, asked, in an e-mail circulated in advance of the meeting, the Board to consider issues, for example their safe storage, relating to the trophies, noting, for instance, that they were insured against any risks.

It was **AGREED** that expenditure of up to £500 be authorized for the storage of the swimming trophies, and those relating to Artistic Swimming, for example, in respect of purchase of boxes.

26 SWIM ENGLAND SOUTH EAST REGION

Roger Prior and the Hon Secretary reported as follows in respect of the Annual Council Meeting held on 15 September and the meetings of the Regional Management Board held on 10 September and 19 October 2020:

- Annual Council Meeting - had been well attended, the Annual Report and accounts had been adopted, and all motions had been passed.
- September - Rosa Gallop had been appointed a member of the Regional Management Board, with effect from the cessation of her employment with Swim England, the outcome of the Chairman's appraisal was reported, a review of the Regional Strategy and Operational Plan was initiated, and a proposal adopted about the disposal of the Region's trophies.
- October - it was noted that Roger Prior had been nominated for the office of Swim England President 2022/23, but that the nomination had not been successful, the annual appointments of Board liaison members etc had been made, Susan Harrison had been reappointed as the Region's representative on the Judicial Appointments' Panel, and it was noted that Eddie Lyne had resigned as one of the Region's Custodians.

27 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 ASA South East Region:

- Marketing, Communications and Operations Director, Swim England - reporting exemption, by Government, for swimming clubs and lessons from “the Rule of 6”;
- Regional Manager, Swim England South East - asking whether the Association would be setting an affiliation fee or levy in 2021: the answer given was “no”, endorsed by all 3 officers;
- Regional Manager, Swim England South East - passing on a message from the Chief Executive of Swim England that Mike Farrar had stood down as chairperson of Swim England;
- Head of Development, Swim England - forwarding e-mail sent to clubs to launch Level X racing;
- Regional Manager, Swim England South East - forwarding a message from the Sport Development Director, Swim England about an article on the Swim England website relating to the roadmap for return to swimming competition.

The Board **APPROVED** the action of the Officers at the second bullet point above.

28 ANY OTHER BUSINESS

None was raised

The meeting concluded at 2115hrs.