



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region

President : Mr Peter Button(Chalfont Otters SC)

1 February 2022

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held remotely on Tuesday 8 February 2022, at 8pm, to transact the business in the agenda set out below. Joining instructions will be sent nearer the date of the meeting.

Yours faithfully

R F PENFOLD

Hon Secretary

To: Peter Button (President), Jonathan Mills (Hon Treasurer), Diane Cryer (Vice-President) , Robert Blinkhorn, Stuart Fillingham, James Glazebrook, Janet Hopkins, Andy MacKay, Bob Odell, Roger Prior, Peter Roycroft, Emma West

And Chris Hirst, Kristie Jarrett, Rosemary Large

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 11 November 2021 (*to follow*).

2 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. This County is in the portfolio of Kristie Jarrett, and she may, therefore, wish to report.

3 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.

4 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

5 FINANCE

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

It is anticipated that the Hon Treasurer will also submit a draft budget for the financial year 2022/23 to this meeting.

6 THAMES VALLEY JUNIOR LEAGUE

It has been suggested that the Thames Valley Junior League, to which many of the Association's clubs belong, should be "taken under the County's wing". The Board is requested to consider the suggestion.

7 SWIMMING DEVELOPMENT MANAGER

The Board is reminded that the post of Swimming Development Manager is presently vacant, but Members will recall that Joan Scarrott has been undertaking the duties of the post for a number of years. Joan has announced that she has stood down from the role, with immediate effect.

Members are reminded what is involved in the role, basically as follows, although the list is not exhaustive:

- supporting the County Coach administratively etc in respect of the team and arrangements for the national Inter-County event;
- arranging the Swim England and other swimming development camps in the County.

The Board is asked to

- thank Joan for her support to the sport and the Association in respect of swimming development over many years;
- discuss how to take the work involved forward in 2022 and beyond.

8 ASA SOUTH EAST REGION

The Hon Secretary or Roger Prior may report orally on the meetings of the Regional Management Board held on 21 November 2021 and 18 January 2022.

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/newsletters from the Swim England South East Region, is as follows:

Regional Manager, Swim England South East Region - forwarding a message from the Head of Swimming Talent at Swim England about staff roles and structure with the national Swimming and Para-Swimming Talent teams;

Regional Manager, Swim England South East Region - forwarding a position statement from Swim England about weighing athletes;

Swimming Talent Discipline Administrator, Swim England - details of county development programme drop-in, 10 January 2022;

Regional Manager, Swim England South East Region - advising that St George's School, Ascot has decided not to proceed to create a club;

Regional Manager, Swim England South East Region - forwarding a message from the Swim England Club Governance & Standards Manager regarding the new model constitution for unincorporated (members) clubs;

Regional Manager, Swim England South East Region - passing on a request from Swim England that county associations should ensure that County Welfare Officers are subject to the standard checks re DBS, attendance at safeguarding and time-to-listen courses and have Swim England membership.

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.