



## Berkshire & South Buckinghamshire Amateur Swimming Association

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A sub-region of Swim England South East Region  
President : Mr Peter Button (Chalfont Otters SC)

12 July 2022

Dear Sir/Madam

### MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held via Zoom on Thursday 14 July 2022, at 7pm, to transact the business in the agenda set out below.

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, Paul Lloyd, Bob Odell, Roger Prior, Peter Roycroft, Emma West

And 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 6 April 2022 (*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.

### **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.

In accordance with that programme, reports by the Artistic Swimming and Diving Managers, the Public Relations Officer and the Webmaster, are expected for this meeting. A report by the Diving Manager is *attached*. The Board is reminded that the post of Public Relations Officer remains vacant.

### **4 MATTERS ARISING ON THE MINUTES**

To consider matters arising not covered elsewhere in the agenda.

### **5 FINANCE**

The Board should approve the annual accounts for the year 2021/22 (*attached*), for submission to the Annual Council Meeting.

### **6 ANNUAL COUNCIL MEETING**

The Association's Annual Council Meeting (ACM) has been summoned, as a virtual meeting, to be held after this meeting.

No proposals for changes of Rules etc, for consideration at the Meeting, were received before the closing date, nor were many nominations for office received.

### **7 ASA SOUTH EAST REGION**

The Hon Secretary or Roger Prior may report orally on the meetings of the Regional Management Board held on 13 April, 16 May and 28 June 2022.

### **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:

Head of Development, Swim England - introducing the good governance programme for counties and setting out the reasoning for and key actions from the exercise;

Regional Manager, Swim England South East Region - forwarding a message from Swim England Head of Development on than update to the Swim England coaching policy;

Head of Development, Swim England - sending the survey form about the current activities etc of counties: the survey was completed by the Hon Secretary with assistance from the Hon Treasurer;

Swim England Membership Team - enquired, for Swim England's insurers, whether the county had employees, and, if so, if they earnt below the PAYE threshold: Hon Secretary responded that the Association had no employees;

National Talent Officer, Swim England Swimming - giving details of the County Development Programme for the period September 2022 to August 2023.

## **9 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.