

## **DRAFT**

**To be confirmed at the meeting of the Board on 14 July 2022  
BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of the meeting of the Management Board held remotely on 6 April 2022, commencing at 2000hrs.

Present: Peter Button (President), Roger Penfold (Hon Secretary), Diane Cryer, Stuart Fillingham, James Glazebrook, Janet Hopkins, Andy Mackay, Bob Odell, Roger Prior, Peter Roycroft.

Apologies for absence were received from Robert Blinkhorn, Paul Lloyd, Jonathan Mills (Hon Treasurer), Emma West, Rosemary Large (Assistant Secretary), Kristie Jarrett (Swim England South East Regional Club Development Officer).

### **36 MINUTES**

The Minutes of the meeting held on 8 February 2022 were agreed and signed by the President as a correct record.

### **37 THE LATE MR L MALLINSON**

The President referred to the untimely death of Mr L Mallinson, the Head Coach of Reading SC. The Board expressed its condolences to Mr Mallinson's family.

### **38 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, a report was expected on performance swimming events.

The Board **RECEIVED AND NOTED** a report by James Glazebrook on behalf of the Performance Swimming Events Committee. Further, the Board thanked James and the Committee for producing such an excellent Swimming Championships, given the difficulties of the previous period because of the Covid-19 pandemic: indeed, a long standing Board Member suggested that it was one of the best ever County championships, while another remarked very favourably on the live-streaming of the events.

Arising from the report, the Board **AGREED**

- 1 To proceed with the County Development Meet at the Braywick pool on 9 October 2022;
- 2 To appoint James Glazebrook as Performance Swimming Events Manager.

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Favourable comment was made about the new pool at Amersham as a competition venue.

### **39 MATTERS ARISING ON THE MINUTES**

#### **31 Thames Valley Junior League**

It was reported that David Cummings had arranged for 2 Thames Valley Junior League galas to be held simultaneously, at Amersham and Bracknell.

#### **32 Swimming Development Manager**

Paul Lloyd reported that, while she was prepared to support the Association in the swimming development field, Julia Craigie had declined to take on the role of Swimming Development Manager.

### **40 FINANCE**

Although consideration of the draft budget for the financial year 2022/23 had been deferred to this meeting, the Hon Treasurer was not present.

### **41 BURSARIES FOR ALBATROSS DC**

Members were reminded that the Diving Manager had previously raised about bursaries for diving coaches. At the time, it had been suggested that she take the matter up with Finance Sub-Committee, as that group has delegated power to award bursaries in accordance with the Association's scheme.

The Manager had pursued the matter with the Sub-Committee earlier in 2022, referring to 3 members of the Albatross DC who had subsequently been awarded the full dive coach or assistant dive coach qualification, courses undertaken in 2 parts (theory and practical), spanning 2 full years due to covid restrictions and pool availability for the practical elements.

The candidates or the Club should have contacted the Region, for bursaries, before embarking on the on-line part of the course: unfortunately, they did not. Contact was made with Region when candidates were able to undertake the practical element. The Region agreed to support the candidates, to the usual percentage, for the practical element.

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The Club or the candidates had asked the County Association to consider giving them bursaries for the on-line segment of the courses which they could not claim from the Region. This would have amounted to £380.

Following an exchange of e-mails, the Finance Sub-Committee, noting the unfortunate circumstances which led to part of the bursaries not being claimable from the Region, had approved the payment of 50% of the “lost” bursaries to the Club, although this was not to be seen as a precedent.

#### **42 COUNTY [SPEED SWIMMING] COACH**

The Board considered the proposal by Kevin Brooks, Jason Keeler and Paul Lloyd, about the County {Speed Swimming} Coach and Assistant Coach.

The current County Coach Alex Vine had kindly agreed to lead the County team at this year’s Inter counties event. As he had been appointed as Regional Head Coach, he would be resigning as County Coach after the event.

Several coaches put themselves forward for the role. After consideration, Jason, Kevin and Paul recommended that appointments were made as follows:

County Coach - Joe Evans (Wycombe District)  
Assistant Coach - David Cummins (Amersham).

The Board **AGREED** the appointments.

Jason, Kevin and Paul also recommended that (this year only) the Association send 3 coaches to the Inter County event. The Board **AGREED**.

Finally, Jason, Kevin and Paul recommended that the Association “consider (and fall into line with Swim England recommendations) investing in this role and consider whether there should be a budget to pay the Head Coach and possibly the Assistant in future years. An annual rate for each coach to provide the coaching to the County for the year would be desirable and in line with other counties. This would put our county lead coaches on the same level as the other professionals that the Association are happy to pay for attendance at camps, ie S&C coaches, elite athlete talk or international coach talk.”

Following discussion, the Board **DECIDED** to defer consideration of the proposal, pending advice from the Finance Sub-Committee.

#### **43 USE OF SWIM-MEET SWIMMING OFFICIALS’ MODULE**

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The Board considered a proposal by the Performance Swimming Committee for the Association to purchase a licence for use of the Swim-Meet platform to organise and manage swimming officials for County and club competitions.

The Swim-Meet platform had been used very successfully to organise and manage more than 80 officials in over 340 roles at the 2022 County Championships. This platform allowed the Officials' coordinator to set up the meet and then invite officials to register the sessions they were available to attend. The system recorded their ASA numbers, level of qualification and mentoring requests. In the back end, the coordinator can use the registration list to allocate roles, contact officials and produce session reports to be used for licensing purposes.

There were 2 options for acquisition of the platform:

- Swim-Meet for Officials for just the County, was £79 per year for unlimited meets. As the County only run two meets per annum this equates to a cost of £40 per meet.
- Swim-Meet for Officials for the County and all clubs within the County was £300 per year for unlimited meets. Each subsequent module was £80 / year.

A number of clubs assigned to the Association already used the platform.

The Performance Swimming Committee proposed that the Association purchased the licence to cover all assigned clubs (£380 per year), for both the officials' and volunteers' modules, as well as the free to use modules, arguing that it would be more cost effective to purchase the licence for a group of clubs rather than each club purchasing independently.

The Board **AGREED** to the proposal.

#### **44 SWIM ENGLAND SOUTH EAST REGION**

##### **A ANNUAL COUNCIL MEETING**

The Board **APPROVED** the appointment of the President, Eileen Adams and Ken Adams to be the Association's representatives at the Annual Council Meeting of Swim England South East Region, to be held on 13 April 2022.

Roger Prior (see DC's e-mail) The Board is also asked to review the agenda for that meeting, sent by the Region to clubs on 22 March 2022, giving advice, as appropriate, to the Association's delegates.

##### **B FEEDBACK**

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Roger Prior reported orally on the meetings of the Regional Management Board held on 22 February and 15 March 2022, covering

- continuation of the Mailsports' sponsorship arrangement, which was under review;
- the annual report and account, which had been published on the Region's website;
- John Tripp had been appointed as Vice-President;
- discipline managers had attended the February meeting
- the issue with water polo coaching courses have been resolved for level 1 and that assistant coach courses had taken place already;
- Rosa Gallop has been nominated for the Harold Fern Award;
- 1 club in county requesting affiliation - Let's Dive In Maidenhead, a diving and synchro club: no one on the Board was aware of this club.

### **45 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 Swim England South East Region:

- Volunteering and Redevelopment Co-Ordinator, Swim England - seeking to recruit volunteers to act as team manager course presenters;
- Regional Manager, Swim England South East Region - forwarding the list of clubs suspended for non-completion of their membership returns: none were assigned to this County;
- Regional Manager, Swim England South East Region - encouraging support for the petition to make the provision of pools and sports centres a statutory function of local authorities.

### **46 NEXT MEETING**

Noting that the next meeting was scheduled for 16 June 2022, the President suggested an in-person meeting, but Members felt that the continuation of the virtual meetings was the best course.

The meeting concluded at 2140hrs.