

## **DRAFT**

### **To be confirmed at the meeting of the Board on 7 February 2023 BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of the meeting of the Management Board held remotely on 10 November 2022, commencing at 2000hrs.

Present: Peter Roycroft (Vice-President, in the Chair), Roger Penfold (Hon Secretary), Peter Button, Stuart Fillingham, James Glazebrook, Janet Hopkins, Bob Odell, Roger Prior, Simon Redlich, Emma West.

Apologies for absence were received from Diane Cryer, Kristie Jarrett (Swim England South East Regional Club Development Officer).

#### **18 MINUTES**

The Minutes of the meeting held on 8 September 2022 were agreed and signed by the Vice-President as a correct record, subject to the substitution of the word “appointments” for the word “appoints” in the third bullet point of Minute 15.

#### **19 THE LATE MR F W TIMMS**

It was reported that Fred Timms, who had been President of the Association in 1980, had died in October 2022.

Roger Prior advised that he and Susan Harrison, both Past Presidents, intended to attend the funeral on 14 November 2022 at the Chilterns Crematorium, and would represent the Association.

It was agreed to make memorial donations of £50 each to the charities identified by Mr Timms’ family - Cancer Research UK and the Royal Star and Garter Care Home.

#### **20 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** reports by the Masters’ Manager (Bob Odell) and the Interim Water Polo Manager (Roger Penfold).

#### **21 MATTERS ARISING ON THE MINUTES**

##### **3 Annual Report**

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The Annual Report, as compiled by Emma West, had been circulated. A correction to the text was proposed and comment was made about the appearance of some pages, which had reversed text, when viewed on some devices. In accordance with the authority given by the Annual Council Meeting, the Board **ADOPTED** the Annual Report, subject to the adjustments mentioned above and **THANKED** Emma for compiling the document.

### **11/50 Swimming Development Manager**

It was understood that Julie Craigie was prepared to support the management of the development camps.

### **12 Payment card reading device**

It was reported that the Hon Treasurer had purchased a payment card reading device, which had performed well when deployed.

### **14 Dates of meetings**

The Hon Secretary reminded Members that he had arranged for meetings of the Board to be held on 10 November 2022 and 7 February, 5 April, 15 June and 12 September 2023 and the Annual Council meeting on 13 July 2023.

### **17 National County Team Championships**

The Board was pleased to note that the County team had achieved 12<sup>th</sup> place in Division 1 at the National County Team Championships on 2 October 2022.

## **22 FINANCE**

The Hon Treasurer was not present.

## **23 SWIM ENGLAND SOUTH EAST REGION**

The Hon Secretary and Roger Prior reported on matters discussed at the meeting of the Regional Management Board held on 19 October 2022, covering

- the adoption of company articles for the incorporated body;
- the nomination of Chris Lee to serve on the Board of Swim England;
- the continuing saga of depths of water for competition swimming in pools;
- the adopted, in principle, budget for 2023, which again proposed a significant deficit, and broadly incorporated the bids of all disciplines.

## **24 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 Swim England South East Region:

- Regional Manager, Swim England South East, forwarding an e-mail from the Club and Operator Relationship Manager at Swim England concerning the LTS and Workplace Audit Survey, and reminders received both direct and via the Regional Manager;
- Regional Manager, Swim England South East, forwarding an e-mail from the Chief Executive of Swim England concerning the protocols regarding major events, entertainments and sports during the period of mourning for the late Queen Elizabeth;
- Regional Manager, Swim England South East, asking whether the Association would be levying an affiliation fee in 2023. Following informal consultation between the Officers, the response “No” had been sent: the Board **ENDORSED** that response;
- Swimming Talent Team at Swim England asking about delivery of the County Development Programme.

The meeting concluded at 2045hrs.