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**To be confirmed at the meeting of the Board on 5 April 2023
BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of the meeting of the Management Board held remotely on 7 February 2023, commencing at 2000hrs.

Present: Diane Cryer (President), Roger Penfold (Hon Secretary), Jonathan Mills (Hon Treasurer), Peter Roycroft (Vice-President), Peter Button, Stuart Fillingham, Janet Hopkins, Roger Prior, Simon Redlich, Emma West.

Apologies for absence were received from James Glazebrook, Jenny Gray, Chris Hirst, Bob Odell, Kristie Jarrett (Swim England South East Regional Club Development Officer).

25 MINUTES

The Minutes of the meeting held 10 November 2022 were agreed and signed by the President as a correct record.

26 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

In accordance with the annual programme, all discipline managers and other appointees had been invited to attend the meeting, and to report orally, if they wished. There were no reports.

27 MEMBERSHIP OF THE BOARD

The Board **CONFIRMED** the decision reached by correspondence in November 2022 that Jennie Gray (Reading Royals ASC) be appointed a Member of the Board for the period to the Annual Council Meeting in 2023.

28 MATTERS ARISING ON THE MINUTES

19 The late Mr F W Timms

Roger Prior reported orally on the funeral of the late Mr F W Timms, a past president of the Association.

30 FINANCE

The Hon Treasurer had prepared a draft budget for 2023/4, together with accounts for the year to date, contrasted to the income and expenditure accounts for 2018/9, 2019/20, 2020/1 and 2021/2. The report was supported by a schedule showing

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receipts and payments for the County [Swimming] Championships, over the same period. The figures were circulated in advance of the meeting.

Stuart Fillingham initially and then the Hon Treasurer went through the figures for the current year, commenting that the County Championships had made a healthy provisional surplus, although some bills were outstanding.

The Board **AGREED** the draft budget for 2023/24, as circulated.

31 “COUNTY” OFFICIALS’ POLO SHIRTS

The Board was reminded that the Association had, for many years, sold white officials’ shirts, bearing the Association’s badge, to licensed technical officials who supported the Association’s events.

The Hon Secretary proposed the following proposal, notice of which he had given prior to the meeting,

“That, with effect from 1 April 2023, the Association gives a white “County” officials’ shirt to each licensed technical official who volunteers for the first time at one the Association’s events - the County Championships, the Masters Meet and the Development Meet - with the expectation that the shirt will be worn when officiating at later County events”.

The proposal was put to the vote and declared carried. The Board, therefore, **RESOLVED** as above.

32 SWIM ENGLAND DEVELOPMENT CAMPS

The Board had been invited to review the arrangements for the [swimming] development camps expected to be delivered by the Association on behalf of Swim England. However, those present had little knowledge of the arrangements, and it **AGREED** to obtain more information.

33 REVIEW OF COUNTY GOVERNANCE

The Board was reminded that Swim England had undertaken a review of the governance of county associations last year. The results were now being shared with the swimming community, together with proposals to strengthen the governance, by way a series of meetings. The road shows in the South East Region were arranged for 11 March at the Chilterns Leisure Centre, Amersham and 12 March at K2, Crawley. Board Members had been encouraged to attend one of the meetings.

34 SWIM ENGLAND SOUTH EAST REGION

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The Hon Secretary and Roger Prior reported on matters discussed at the meeting of the Regional Management Board held on 20 November 2022 and 17 January 2023, covering

- the reports by each discipline manager, at the in-person meeting, in December;
- setting the budget for the Region for 2023, with a deficit of £78,000;
- the review of the Region's strategy;
- reports from the regional club development officers;
- the registration of Swim England South East Ltd at Companies' House, with, initially, 4 directors (3 of whom were Members of clubs assigned to this Association) and with a registered office at Sport Park, Loughborough;
- pending the arrangement of banking facilities, the unincorporated Region would collect receipts due to, and pay bills for, the Company;
- arrangements for the Annual Council Meeting of the unincorporated Region;
- the resignation of Ben McDonald as a Regional Club Development Officer and the recruitment of his successor;
- the [national] role of the counties' project.

35 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:

- Regional Manager, Swim England South East Region - forwarding a message from the Head of Public Affairs at Swim England about the "Save Our Pools" petition;
- Regional Manager, Swim England South East Region - forwarding a message from the Head of Development at Swim England about the Club Health Tracker;
- Regional Manager, Swim England South East Region - forwarding a message from Swim England advised of the water depths' policy update, with effect from 1 January 2023;
- Regional Manager, Swim England South East Region - forwarding a message from the Chief Executive of Swim England about improving safeguarding and welfare practices in the sport, in the wake of the Whyte Review into British Gymnastics;
- Administrator, Swimming Leadership Group, Swim England - updated prompt cards from 1 January 2023 and update regarding World Aquatics review of technical rules.

36 ANY OTHER BUSINESS

A A list had been compiled of swimming trophies which were no longer presented at the County Championships, and were currently stored by a member of Wycombe District SC. The trophies were broken, retired or replaced, or the event concerned was no longer offered. The Board had been asked to

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determine the best way to manage these trophies. It was **AGREED** to discuss this further at the next meeting.

- B Pending the customary report, expected at the next meetings, thanks were expressed to James Glazebrook, Stuart Fillingham, Andy McKay and Rob Moore for their part in delivering very successful County [Swimming] Championships in January 2023. A member expressed disappointment that the live streaming service, as offered in 2022, had not been repeated.

The meeting concluded at 2055hrs.