

DRAFT

**To be confirmed at the meeting of the Board on 7 February 2024
BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA**

Minutes of the meeting of the Management Board held remotely on 15 November 2023, commencing at 2000hrs.

Present: Peter Roycroft (President), Roger Penfold (Hon Secretary), Jonathan Mills (Hon Treasurer), Peter Button, Stuart Fillingham, James Glazebrook, Jenny Gray, 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).

16 MINUTES

The Minutes of the meeting held on 26 September 2023 were agreed and signed by the President as a correct record, subject to

- the insertion of the words “and the President” after the word “him” in the first line of the second paragraph of Minute 12;
- the deletion of the word “the” after the colon in the 6th bullet point of Minute 15.

17 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 from the Masters' Manager and Interim Water Polo Manager.

The Board **RECEIVED AND NOTED** a report by Bob Odell, the Masters' Manager.

Roger Penfold, the Interim Water Polo Manager, regretted that he had yet to draft his report, although he was in possession of material from Reading SC about the discipline.

Emma West, the Diving Manager, reported orally that competitors from Albatross DC and Amersham SC would be competing in Dublin imminently.

18 MATTERS ARISING ON THE MINUTES

2 Matters referred by Annual Council Meeting

The President advised that he had in hand approaches to Windsor SC and Wycombe District SC about nominating persons to serve on the Management Board.

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The Board **ADOPTED** the Annual Report for 2022/23, a matter deferred at the last meeting

7 Appointment of persons and sub-bodies

The Hon Treasurer reported that he was discussing with Barbara Garden (Tilehurst SC) the possibility of her taking up some of the duties of the Swimming Development Manager.

11 County Welfare Officer

The President offered to approach the Welfare Officer of Amersham SC about taking on the role of County Welfare Officer.

13 Dates of meetings

The Hon Secretary reminded the Board that he had, as authorised at the last meeting, selected the following dates for meetings of the Board and the Annual Council Meeting:

Board - 7 February, 11 April, 11 June, 12 September 2024
ACM - 17 July 2024.

15 National County Team Championships

The President reported orally on the National County Team Championships, held in Sheffield in 8 October 2023. He had attended as both President and a technical official. All the arrangements, albeit made late in the day, had gone to plan.

The team had been placed 23rd in Division 1, which meant that the County would be relegated to Division 2 for the 2024 event.

The President observed that planning for the event should be started much earlier, as had been the case in the pre-Covid pandemic era. Comment was made that this would be possible if an appointment could be made to the vacant office of Swimming Development

19 FINANCE

The Hon Treasurer reported orally that the entries for the Development had been in excess of £12k, while the Masters' Meet had made a surplus of c£100.

20 COUNTY [SPEED SWIMMING] COACH

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The Board was advised that David Cummings had moved on from the County for employment, and had relinquished the role of County Coach. Joe Evans had stepped-up to the role, although he had threatened to resign prior to the National County Team Championships, as he had felt unsupported.

Members, noting that the County Coach appointments had hitherto usually been for a year, following a year as Assistant Coach, recognized that, customarily, the coaches of the assigned clubs collectively proposed coaches for appointment. The President undertook to discuss the appointments with Paul Lloyd in the first instance.

21 SWIM ENGLAND SOUTH EAST REGION

The Hon Secretary and Roger Prior reported on matters discussed at the meetings of the Regional Management Board held on 12 September and 19 October 2023, covering

- the increased budget for coaches' bursaries had been spent;
- starting work on the implementation of the regional governance code, as requested by Swim England;
- the timetable for developing the regional strategy;
- the appointment of Sara Todd (Reading SC) as Chairman of the Board and Roger Prior (Slough & Eton Dolphin SC) as Finance Director of the Company, with effect from 1 January 2024;
- the arrangements for covering the maternity leave of Bryony Gibbs, the Regional Manager, with effect from mid December 2023: Kristie Jarrett would be Acting Regional Manger and a temporary appointment would made of Administration and Finance Co-Ordinator.

22 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, passing on an enquiry from Swim England Membership Services about whether the Association would be imposing a membership levy in 2024: following informal consultation between the Officers, the response "No" had been sent;
- Club Development Project Officer, Swim England, asking for ideas as to promoting the Club Health Tracker Year 2;
- Club and Operator Relationship Manager, Swim England giving details of 3 club and pool operator "working together" webinars in November 2023.

23 ANY OTHER BUSINESS

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- A Reference as made to technical officials' apparel at the 2024 County [Swimming] Championships, in the light of changes introduced by Swim England for national events, with particular reference to the colour of poolside shoes. It was acknowledged that this was a matter for the promoter, and, therefore, the Performance Swimming Events Manager and Committee.

- B Comment was made to confusion regarding the Association's name. Any change from Berkshire & South Buckinghamshire Amateur Swimming Association would be a matter for an annual or special council meeting,

The meeting concluded at 2120 hrs.