



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region

President: Peter Roycroft (Amersham SC)

4 April 2024

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Thursday 11 April 2024, at 8pm, to transact the business in the agenda set out below. Joining instructions will be sent nearer the date of the meeting.

Yours faithfully

R F PENFOLD

Hon Secretary

To: Peter Roycroft (President), Jonathan Mills (Hon Treasurer), Peter Button, Diane Cryer, Stuart Fillingham, James Glazebrook, Jenny Gray, Janet Hopkins, Paul Lloyd, Bob Odell, Roger Prior, Simon Redlich, Emma West.

And Kristie Jarrett

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 7 February 2024 (*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's Regional Club Development Officer. The Region has allocated Kristie Jarrett to liaise with the Association. Kristie, who is Acting Regional Manager

during Bryony Gibbs' maternity leave, has, therefore, been invited to attend and may wish to report.

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 meetings of the Board.

In accordance with that programme, a report by the Performance Swimming Events' Manager is *to follow*.

4 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

5 FINANCE

The Hon Treasurer will report orally on the Association's finances.

6 SWIM ENGLAND SOUTH EAST REGION

A ANNUAL COUNCIL MEETING

The Board is asked to appoint the Association's 3 representatives at the Annual Council Meeting of Swim England South East Region, to be held on 17 April 2024. The President, Eileen Adams and Ken Adams have offered to be the delegates. The Board is also asked to review the agenda for that meeting, sent by the Region to clubs on 26 March 2024, giving advice, as appropriate, to the Association's delegates.

B FEEDBACK

The Hon Secretary or Roger Prior may report orally on the meetings of the Regional Management Board held on 13 February and 14 March 2024.

7 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, and bulletins from Swim England sent direct to members of clubs, is as follows:

- Club Governance & Standards Officer, Swim England, sending copy of e-mail to clubs about the updated Team Manager, Coach and Chaperone Policy.

8 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.