



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region
President: Peter Roycroft (Amersham SC)

4 June 2024

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Tuesday 11 June 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 11 April 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, reports by the Artistic Swimming and Diving Managers, the Public Relations Officer and the Webmaster, are expected for this meeting. The Board is reminded that a report by the Diving Master has already been circulated.

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. The Board is expected to endorse the annual accounts for the year ended 31 March 2024, for submission to the Annual Council Meeting.

6 INTER-COUNTY MASTERS' COMPETITION

The Board is asked to consider the request of the Masters' Manager that the Association contribute annually to the cost of hiring the London Aquatics Centre for the regional round of the national Inter-County Masters' competition: his e-mail was circulated on 5 June 2024.

7 ANNUAL COUNCIL MEETING

The Association's Annual Council Meeting (ACM) is scheduled to be held on 17 July 2024.

Elections will then be held for President, Vice-President (the President in 2025/26), the Hon Secretary, Hon Treasurer and 12 Members of the Management Board. Nominations for those offices should be received by the Hon Secretary by 23 June 2024 (according to the Rules of the Association).

Proposals for changes of Rules etc, for consideration at the Meeting, need to be submitted to the Hon Secretary by 23 June.

Notice of any other motions need to be submitted to the Hon Secretary before 2 July 2024, when the agenda is required to be circulated.

Diane Cryer has kindly indicated that she will compile the Annual Report for 2023/24.

8 SWIM ENGLAND SOUTH EAST REGION

The Hon Secretary or Roger Prior may report orally on the meetings of the Regional Management Board held on 17 April and 16 May 2024.

8 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:

- Acting Regional Manager Swim England South East - Invitation to be represented at the regional strategy meeting at Guildford on 13 June 2024: the President has volunteered to represent the Association;
- Head of Development, Swim England - Reminder about the Swim England road shows, to be addressed by the CEO and have a say on Swim England's future direction and culture.

9 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.