



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region
President: James Glazebrook (Chalfont Otters SC)

7 November 2024

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Tuesday 12 November 2024, at 8pm, to transact the business in the agenda set out below.

Yours faithfully

R F PENFOLD

Hon Secretary

To: James Glazebrook (President), Jonathan Mills (Hon Treasurer), Peter Button, Diane Cryer, Stuart Fillingham, Jenny Gray, Janet Hopkins, Paul Lloyd, Bob Odell, Roger Prior, Simon Redlich, Peter Roycroft, 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 12 September 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 Masters' Manager and by the Interim Water Polo Manager are expected.

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

Roger Prior may report orally on the meeting of the Regional Management Board held on 17 October 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:

- Admin and Finance Co-Ordinator, Swim England South East, passing on an enquiry from Swim England Membership Services about whether the Association would be imposing a membership levy in 2025: following informal consultation between the Officers, the response "No" was sent.

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.