



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region

President: James Glazebrook(Chalfont Otters SC)

29 January 2025

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Wednesday 5 February 2025, 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, Mike Ibbeson, Paul Lloyd, Bob Odell, Roger Prior, Peter Roycroft, Emma West.

And Barbara Garden, Chris Hirst, Kristie Jarrett

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 15 November 2023 (*to follow*).

2 THE LATE EILEEN ADAMS

Members will know that Eileen Adams, who was President on the Association in 1999, died on 10 January 2025. Tributes to Eileen may be found on the Association's website and that of Swim England South East. It is understood that the funeral will be private, but the family propose arranging a service of thanksgiving for Eileen's life: details are awaited.

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 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.

All managers and appointees have been invited to this, the budget-setting, meeting, and are invited to report, orally, if that is their wish.

4 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

5 FINANCE

Although the Hon Treasurer has submitted apologies for absence from the meeting, he has prepared a draft budget for the financial year 2025/26. It is *attached*.

6 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 November and 10 December 2024 and 14 January 2025.

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:

- Regional Manager, Swim England South East - passing on message from Swim England about the process for election of a Member-Nominated Director of Swim England.

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.