



Berkshire & South Buckinghamshire Amateur Swimming Association

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

27 March 2025

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Thursday 3 April 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 Kristie Jarrett

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 5 February 2025 (*herewith*).

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.

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 23 April 2025.

B FEEDBACK

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

- Club Governance & Standards Officer, Swim England, enquiring as to progress with the county governance code;
- Regional Manager, Swim England South East, advising that Ascot Royals SC and St George's Ascot SC had been suspended for non-submission of membership returns: the clubs were removed from the suspended clubs' list later on the same day!

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.