



Berkshire & South Buckinghamshire Amateur Swimming Association

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

5 June 2025

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Tuesday 10 June 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 3 April 2025 (*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 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.

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 2025, for submission to the Annual Council Meeting.

6 ANNUAL COUNCIL MEETING

The Association's Annual Council Meeting (ACM) is scheduled to be held on 16 July 2025.

Elections will then be held for President, Vice-President (the President in 2026/27), 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 2025 (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 1 July 2025, when the agenda is required to be circulated.

7 SWIM ENGLAND SOUTH EAST REGION

The Hon Secretary or Roger Prior may report orally on the meeting of the Regional Management Board held on 15 May 2025.

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:

- Head of Development, Swim England - giving advance notice, on a then strictly confidential basis, about the BBC “Panorama” programme broadcast on 19 May 2025;
- Head of Events, Swim England - advising that the GoCardless Swim England National County Team Championships will be held in Sheffield on 5 October 2025 and that Swim England will not provide an overnight accommodation subsidy for participating teams this year;
- Regional Manager, Swim England South East - asking if the Association has any objections to the affiliation of Rari Nantes Waterpolo and Swimming (Slough).

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.