



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of Swim England South East Region

President: Peter Roycroft (Amersham SC)

28 January 2026

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held virtually on Wednesday 4 February 2026, at 8pm, to transact the business in the agenda set out below.

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, Mike Ibbeson, Bob Odell, Roger Prior, Emma West, Terry Wright.

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 16 December 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.

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

A report by the Hon Treasurer is *attached*.

The Board customarily considers the budget for the next financial year at this meeting, and a draft budget, compiled by the Hon Treasurer, is *attached*.

6 BURSARY SCHEME

Swim England South East has changed its bursary scheme for coaches' courses, partially in response to the demise of the SwimMark. The changes impact upon the Association's bursary scheme, and it is suggested by the Officers that the opportunity is taken to review the scheme.

In the meantime, a further application for a bursary has been received from Slough Dolphin SC, this one being for Abinav Dhall to undertake a level 1 coaching course. The Club has proceeded with the application on the basis of the Region's scheme, the mechanics of which now differs from that presently operated by the Association. The application would otherwise satisfy the criteria set by the Association. The Board is asked to determine the application: the Officers are supportive of it.

7 SWIM ENGLAND SOUTH EAST REGION

There has been no meeting of the Regional Management Board since the last meeting of this Board.

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:

- Secretary, Gloucestershire County ASA enquires whether this Association would join other counties in making representations to Swim England about the withdrawal of subsidies for county teams attending the national inter-county age group event.

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.