

DRAFT

To be confirmed at the meeting of the Board on 9 June 2026 BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA

Minutes of the meeting of the Management Board held remotely on 9 April 2026, commencing at 2000hrs.

Present: Peter Roycroft (President), Roger Penfold (Hon Secretary), Jonathan Mills (Hon Treasurer), Diane Cryer, Stuart Fillingham, James Glazebrook, Jenny Gray, Janet Hopkins, Bob Odell, Emma West, Terry Wright.

Also present: Kristie Jarrett (Swim England South East Regional Club Development Officer).

Apologies for absence were received from Peter Button, Roger Prior.

35 MINUTES

The Minutes of the meeting held on 4 February 2026 were agreed and signed by the President as a correct record.

36 REGIONAL CLUB DEVELOPMENT OFFICER

Kristie Jarrett, the Regional Club Development Officer, spoke to her previously circulated report. The text of that report is attached as Appendix 1 hereto.

Members present expressed a preference for regionally arranged training for speed swimming referees, on subjects like the recent changes to World Aquatics' rules of racing.

37 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

In accordance with the annual programme for discipline managers and other appointees to attend meetings of the Board, a report was expected from the Performance Swimming Events' Manager.

The Board **RECEIVED AND NOTED** the report by James Glazebrook, the Performance Swimming Events' Manager.

38 MATTERS ARISING ON THE MINUTES

30/26 Development Camps

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The Assistant Secretary reported that she and Barbara Garden had in hand arrangements for development camps.

30/26 County Open Water Championships

The Board considered draft conditions, circulated in advance of the meeting, for the County Open Water Championships, to be held in connection with the Regional Championships, in June 2026.

Reference was made to the requirements in the Association's [general] Championships' Conditions about the eligibility of competitors who had competed in the championships of other county associations in the year of competition. It was **AGREED** that, subject to the promoters of the regional championships accommodating the local requirement regarding eligibility, or there being a mechanism to enforce it for the County Championships, the draft conditions, as set out in Appendix 2, be adopted.

30/27D "County" coach

It was noted that there had been no recommendation thus far for the appointment of a coach to accompany the Association's team for the 2026 national Inter-County event.

32 Bursary scheme

The Board was advised that the Finance Sub-Committee had yet to review the bursary scheme.

39 FINANCE

The Hon Treasurer advised that there were still outstanding accounts due for pool hire for the year ended 31 March 2026, so he would need to make provision for these sums in the accounts for the year.

It was reported that PA had made a claim against the Association for the use of a copyright photograph of Tom Dean on the Association's website. PA had sought a fee of £800 for use of the image. Following consultation with Peter Button, the Hon Treasurer had advised PA that the infringement had occurred unintentionally, as the status of the image had not been known. PA had accepted the mitigation offered, and had reduced the fee to £400. The Officers had **APPROVED** the payment of the fee, and the Board endorsed that action.

40 SWIM ENGLAND SOUTH EAST REGION

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A ANNUAL COUNCIL MEETING

Emma West was **APPOINTED** as one of the Association's 3 representatives to attend the Annual Council Meeting of Swim England South East Region, to be held on 22 April 2026.

B FEEDBACK

In the absence of Roger Prior, and as the Hon Secretary had not attended the meetings, Members were encouraged to read the Minutes of the meetings of the Regional Management Board held on 11 February and 12 March 2026, on the Regional website.

41 CORRESPONDENCE

The Hon Secretary reported the receipt of the following correspondence of note since the last meeting, aside from the monthly club updates from the Swim England South East Region:

- Regional Manager, Swim England South East, advising (on 25 March 2026) that Rari Nantes Waterpolo & Swimming (Slough) had not submitted a complete 2026 membership renewal and would be suspended.

42 ANY OTHER BUSINESS

Stuart Fillingham made a plea for officials to volunteer for the Bracknell & Wokingham SC's Masters' Long Course meet, on 25 April 2026.

The meeting concluded at 2055 hrs.

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APPENDIX 1

REPORT OF REGIONAL CLUB DEVELOPMENT OFFICER

Geneva International Challenge

A team of 24 athletes represented the region at the 59th Geneva international challenge. The purpose of the trip was to provide international experience for some of our developing swimmers, many for the first time and an additional opportunity for those already on the pathway, who served as excellent role models within the team.

Again, this year's experience did not disappoint, we as a region, have not supported the Geneva meet for many years but this proved an excellent destination with high quality competition and organisation. This meet only presented awards to open swimmers rather than juniors, therefore, medals were not as plentiful as in previous years but the quality of experience was 1st class with an abundance of finals secured by the team, personal bests and even 2 British age group records

BSB athletes included Hazel Anne Carter and Freddie Ashley- Sparks (Wycombe)

Regional coaching bursaries

The region has decided to extend our bursary schemes to all clubs. This was previously restricted to SwimMark only clubs. <https://www.southeastswimming.org/clubs/grants-and-bursaries/>

Regional Para Development Day

The next regional para development day for athletes in the South East will be taking place at ACS International School in Cobham on Sunday 7th June. The development day is open for swimmers aged 9+ who are working towards classification; they must be training regularly and able to complete 100m or more across multiple strokes to complete the observation set and be put forward for classification.

For more information please visit:

<https://www.southeastswimming.org/para-swimming/south-east-para-swimming-regional-camp/>

Regional LC Championships

For all information relating to the upcoming long course championships please visit the website <https://www.southeastswimming.org/swimming/long-course-championships-2026/>

Regional Open Water Camp

We will be running our regional open water camp on Sunday 14th June in Egham. The selection policy can be found on the link; we are keen to hear from any coaches that would like to participate in the day. <https://www.southeastswimming.org/open-water/open-water-development/>

Regional Open Water Champs – Sunday 28th June – Mercers Lake

Entries are now open, several counties including BSB will be using this event as a county championship

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<https://www.southeastswimming.org/open-water/south-east-region-open-water-championships-2026/>

2026 Artistic Swimming Regional Championships

Haslemere Leisure Centre - 28th March

Medals table:

- Reading Royals - 5 gold, 4 silver, 3 bronze
- Rushmoor ASC - 3 gold, 4 silver, 2 bronze
- Portsmouth Victoria - 1 gold, 1 silver, 1 bronze
- Portsmouth & District - 1 bronze

Full results and pictures

Regional Diving Competitions 2026

Diving Age Groups, The Quays, Southampton -3-4 May – [Competition Entry Pack](#) – **Entries Close Friday 17 April**

Diving Skills, Rivermead Leisure Centre, Reading- 24-25 May – [Competition entry pack](#) – **Entries close Friday 8th May**

Annual Council Meeting

This will be taking place on Wednesday 22nd April

<https://www.southeastswimming.org/about/annual-council-meeting-2026/>

Save the date

South East & South West join Para Championships 2026

Bristol - 20th September

Swim England announce important changes to Disclosure and Barring Service (DBS) checks

In December 2024, the DBS revised its fees for enhanced DBS checks. We have absorbed these additional costs for as long as possible to support clubs and volunteers, but unfortunately from the 1 April we will need to pass on the additional cost in some cases.

From 1 April

- Paid roles in clubs - £60 per application or sign up to the update service to bring this down to £16 per year.

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- Volunteer roles in clubs - Free for the first DBS check - we'll cover the £5.85 fee.

For DBS renewals (required every three years), the cost will be £5.85 per check.

However, volunteers can sign up for free via the [Government's Update Service](#).

To sign up to the [Government's Update service](#) requires individuals to sign up within 30 days of completing the DBS check.

Thank you for your help and commitment to maintaining safe and welcoming environments for everyone involved in our sports.

World Aquatics Competition Regulations

Update by Tom Baster

(Chair of the Swim England Swimming Leadership Group)

To date, approximately 400 referees have been trained on the revised World Aquatics Competition Regulations.

It has been decided that the new competition regulations will be implemented from the following dates in England:

- **Level 1 Meets - Friday 27 March 2026**
- **All other levels, including unlicensed - Monday 11 May 2026**

A copy of the latest DQ code pro-forma can be found [here](#), under 'Swimming Reference Card' - a revised version of the DQ form will be published in due course.

We look forward to delivering the update to more officials, coaches and volunteers in due course. It is for this reason that a two-phase implementation process has been put in place.

You may be aware that one of the changes to the competition regulations is the introduction of lapcards and warning signals for 400m Freestyle events.

This has prompted some clubs who organise 400m events as part of their club championships or Level 3 meets to consider purchasing professionally-produced lapcards. A number of companies provide such a service.

Please note, however, that there is no requirement from Swim England for clubs to purchase such equipment - some examples of home made lapcards are available here are [available here](#). These work just as well and can be made for a fraction of the price.

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Parent support sessions



We are excited to invite parents of South East Regional Championship qualifying swimmers, to our pre competition parent support sessions. There will be two virtually-hosted sessions, in collaboration with AP Race, sharing insights that will hopefully help with the lead-up to the race weekends.

The two sessions will take place on:

Tuesday 21st April at 18:30 – 19.30

Wednesday 22nd April at 13:00 – 14:00

The sessions will be led by Kevin Pickard, Development Director at AP Race and both sessions will also feature an international athlete who will share some of their insights and reflections on different aspects of their journey. Please select one of these free to access sessions on the form below. You may wish to submit questions in advance.

The sessions will be predominantly targeted at parents of 11-15 year olds but parents of older first time qualifiers are also welcome.

[Full details](#)

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APPENDIX 2

Berkshire & South Buckinghamshire ASA Open Water Championships 2026

1. Berkshire & South Buckinghamshire ASA (BSBASA) has designated the Swim England South East Region Open Water Championships 2026, held at Mercers Lake South Nutfield, Redhill RH14EU on Sunday 28th June 2026, as the host event for all events that form the BSBASA Open Water Championships 2026. Championship events and applicable age groups are:
 - i. 2km Freestyle; age groups 12yrs, 13yrs, 14yrs, 15-16yrs and 17-19yrs.
 - ii. 3km Freestyle; age groups 14yrs, 15yrs, 16yrs and 17-19yrs.
 - iii. 5km Freestyle; age groups 16yrs, 17-18yrs and 19yrs+.
2. The published conditions for the Swim England South East Region Open Water Championships 2026 shall govern the management of the event and shall be accepted in their entirety by swimmers who are members of clubs affiliated to BSBASA and who wish to be considered for automatic entry into the BSBASA Open Water Championships 2026.
 - 2.1 The published results from the Swim England South East Region Open Water Championships 2026 shall be accepted as a true record.
 - 2.2 Only swimmers who complete their event and appear on the Swim England South East Region Open Water Championships 2026 results will be eligible for the BSBASA Open Water County Championship 2026 awards.
3. There shall be open/male and female, junior and senior champions in each designated event of the BSBASA Open Water Championships 2026 (supplementary condition 1).
 - 3.1 The Junior open/male and female Champion will be the fastest BSBASA swimmer identified in the published results up to and including 15 years.
 - 3.2 The Senior open/male and female Champion will be the fastest BSBASA swimmer identified in the published results, aged 16 years and over.
4. Medals will be presented during the competition. It is each swimmer's responsibility to collect their awards or arrange for others to collect them. Medals not collected will not be awarded or posted after the event.
 - 4.1 BSBASA Championship medals will be awarded for 1st, 2nd & 3rd places in open/male and female categories for junior and senior championships in all designated competitions.

BSBASA Age Group medals will be awarded for open/male and female categories for 1st, 2nd & 3rd placed swimmers in each age group identified in each designated competition (Condition 1).

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