

Berks and South Bucks ASA Swimming Committee

Minutes of a meeting on 28 September 2012

Present:

Rob Moore (RM)

Stuart Fillingham (SF)

Jonathan Mills (JM)

Helen Whittle (HW)

Sue Green* (SG)

Nigel Brand* (NG)

Duncan McCreadie (by invitation for Masters Intercounties discussion)

Apologies received from

Gary Shields

Roger Penfold*

* denotes ex-officio members

1 Masters Intercounties

RM explained that Duncan had sought our help in running the 2012 Inter Counties Masters competition on 17 November. The year was our turn to host.

RM explained that:

- a. He now understood the meet process following correspondence with Anthony Gimson of SER
- b. The pool had been booked for some time, and there had been concern whether the limited time available at Magnet was enough to run the meet. This had now been resolved, but it will be very tight and the meet will need to run smoothly on the day

The attached list of jobs was discussed and the actions annotated were agreed.

At this point DM left the meeting

2 Development meet

RM explained that we had 1050 entries at the closing date and that this was a near perfect outcome. The meet was at capacity (it is predicted to overrun by 3 minutes) and had been supported by 9 of the 11 County Clubs. The clubs with no swimmers (Amersham and Wycombe) had both been in contact and it appeared that they may well support the meet in the future.

In light of the level of entries it was agreed that we would:

- reject swimmers outside the published qualifying criteria
- would not accept late entries
- would not allow any time trials

SG explained that she was still short of officials and surprisingly some parents of entered swimmers had not volunteered without prompting!

The attached list of tasks and responsibilities was discussed and the annotated actions agreed.

The Future of the Development Meet will be a topic for discussion at our next meeting.

3 County Champs

RM confirmed most of the activities already due to be done (according to the timetable discussed at previous meetings) have either been done or was in hand.

Counties will be a major point of discussion at our next meeting.

4 Swimming Committee post County Management Board

RM explained that RP had asked him for some informal input on the swimming committee under the new County structure. My feedback was that the swimming competitions and swimming development should be delegated to different committees. It was too much for one body to do both and would also concentrate the majority of what the County do in one sub body, which did not seem appropriate. There as general support at the meeting for this structure and no-one thought it was appropriate to keep both activities in a single body.

The point was also made that the mandate of the current swimming committee would expire of the 30 June when the new constitution came into operation. This made it difficult as we will very shortly be turning our focus to events after that date. There was some support for the view that the BSBASA Exec should be encouraged to consider how the work of the current swimming committee will be run post 30 June, and be establishing an orderly transition to that structure very soon. NB was tasked to bring this to the attention of the Exec.

5 AOB

The date of the next meeting was agreed as 12 November at 19:00 at the "usual place"

Staverton House
Easthampstead Road
Wokingham
Berkshire
RG40 2EH

RJ Moore
September 2012

**BSBASA
SWIMMING COMMITTEE**

**MASTERS INTERCOUNTIES – ITEMS TO DISCUSS AND ACTIVITIES TO
BE STAFFED**

1. SportSystems set up
RM
2. Entry collection and processing
RM
3. SS on the day (plus one for swimmer names?)
SG to ask the Wuestners
4. AOE (up or down)
RM - down
5. Announcer
RM to ask EA/KA
6. SS post day and results to ASA
RM
7. Relays (impact of flume)
KA to evaluate on the day
8. Stewards
None required (but KA may take charge as necessary)
9. Not required – All confirmed not required
 - a. Programme
 - b. Sign in
 - c. Door
 - d. Medals
10. Water and sweets
SG to provide
11. Other refreshments?
DM to book Coral room 17:00 – 18:30
SG/HW to provide basic refreshments
12. Pool & other costs
All invoices to be passed on to ASA
Expenses reimbursed by BSBASA to also be passed on
13. On day set up
 - a. Who RM, HW and SG
 - b. When From 16:00
14. Pool layout for Magnet
RM to provide standard county layout
15. Parking passes
DM to request as many as possible
16. Reserved parking
RM will request 2 spaces out back
17. Reserved changing room
RM has already confirmed with magnet
18. Process for cards & CTK
RM will liaise with SER
19. Overall responsible
DM to asked Gemma Jones to be promoter on the day

Other

Bob Odell will attend and present the winner;s trophy and act as CTK

BSBASA SWIMMING COMMITTEE

DEVELOPMENT MEET – MATTERS TO DISCUSS

1. Entries
Agreed:
 - that all entries outside of QTs would be rejected
 - No TTs would be run
 - No late entries would be accepted
2. Session times
Agreed as:
 - S1 Warm up 12:15 -12:45
 - S1 12:45 - 6:00
 - S2 Warm up 16:15 - 16:45
 - S2 16:45 - 17:33
3. Accepted entries report and info for competitors
SF to produce Accepted entries report
RM to produce info for comps doc
To be posted at BSBASA.org by Tuesday
4. PA system
SF to request from BWSC
5. Jobs
 - a. Medals – Tilehurst have already confirmed they will cover – RM to ask Jackie B to deliver medals to Tilehurst volunteer
 - b. Door – SF to ask Bracknell to man
 - c. Stewards – KA and Windsor already lined up
 - d. Announcer – EA and GS lined up
 - e. Running – Chafont already requested – NB to follow up
 - f. MC – GS
 - g. Sign in – HW to request Reading to cover – needed 11:15 – 12:15 and 15:15 – 16:15
 - h. Lifeguard – BWSC have confirmed they will provide
 - i. AOE - RM
 - j. Sportsystems - SF
6. Wristbands & photobook – Wrist bands for door not required – SF will provide wristbands and book for photography
7. Float – RM to provide
8. Programme JR will put together and print
 - a. Cover – JR will design
 - b. Pricing & door - £2 all day plus £1 for prog
 - c. Intro? – NB to write by 4/10
 - d. QTs – RM to provide County QTs to JR
 - e. Meet info – RM will provide to JR, SF to provide swim data
9. Medal presentation and Andrew Willis
 - Will present events 5&6 at the end of S1
 - NB to mention in his intro
 - GS and Stewards to supervise on the day
 - AW to be at medal table while he is available (in Team GB kit) – SF to communicate with AW

10. Warm up protocol and marshals
 - NB to request protocols from MH/JS
 - Announcer and coaches to supervise
11. Refreshment numbers
 - RM to order tea for 40
12. Water and sweets
 - SG to provide (80 bottles)
13. Coaches packs
 - a. Lack of – SF to remind Bracknell to apply, NB to remind Windsor and Chalfont
 - b. Preparation
 - HW to put together (Programme, Pass, Warm up protocol, Info for coaches, feedback form)
 - c. Coaches passes
 - HW to produce
14. Officials briefing location & report time
 - By 12:15 – briefing by baby pool corridor
15. Set up time
 - SF/RM to start at 10:00 – Access to poolside from 11:00 or 11:30 - tbc
16. Signage
 - JM to produce appropriate signage
17. 2013?
 - To be discussed at next meeting on 12/11