



BERKSHIRE AND SOUTH BUCKINGHAMSHIRE  
AMATEUR SWIMMING ASSOCIATION

**Performance Swimming Events Committee**

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**Minutes of a meeting of the Performance Swimming Events Committee:**

Venue: The offices of St James' Place at -  
Staverton House, 3 Easthampstead Road, Wokingham, Berkshire

Time: 19:30 on 03 February 2014

Attendees: Stuart Fillingham (Chairman); Rob Moore; Gary Shields; Sue Green; Jonathan Mills;  
Helen Whittle.  
Bob Odell (Ex-Officio capacity.)

Agenda items:

<u>Item:</u>	<u>Minutes:</u>	<u>Action:</u>
1.	No apologies for absence were required.	-
2.	Minutes of the last meeting of the previous swimming committee were reviewed and were formally approved as a true record of the meeting.	-
3.	Matters arising from the last meeting:	-
	a. Most matters arising from the last meeting were agenda items for the current meeting and accordingly are documented below.	
	b. All brought forward action points were reviewed. Most were completed or considered as a later part of this meeting. Those <i>outstanding</i> not considered later were:	
	<ul style="list-style-type: none"><li>• New FINA events: SF reminded the committee that the recent change to FINA rules had introduced mixed relay events to the range of possible events. The Committee discussed the possibility of introducing these events to the meets run by the County. It was agreed that for the 2015 County Championships, these events would be discussed in the coaches' feedback meeting.</li></ul>	SF
4.	Update from the County Management Board.	
	SF noted the following items which were relevant to the Swimming Events Committee:	
	a. Whilst only indirectly related to the swimming events committee, Matt Heathcock has still not been approached about the post of Open Water Manager. Joan Scarrott is still considering the post of Swimming Development Manager.	
	b. SF had updated The Management Board that the Aldershot Garrison pool will not be opened until 31 March 2014 at the earliest.	
	c. The Management Board has ratified the running of Session 5 of the County Championships at Wycombe's 50m pool; despite the increased costs.	
	d. SF had advised The Management Board that GS is working on equipment insurance for Bracknell and hence they may wish to approach him in relation to the county equipment.	GS

<u>Item:</u>	<u>Minutes:</u>	<u>Action:</u>
5.	County Development Meet:	
a.	The following matters were noted in connection with the meet held in October 2013: - Despite aiming to break even, the meet made a profit of £4,944.	-
b.	GS was requested to complete the booking form for the pool for 12/10/14.	GS
c.	Discussion was had over whether or not a converted long course time faster than the upper consideration time should disqualify a swimmer from this short course meet. On balance, given the meet is aimed at development swimmers, it was agreed that current practice of disqualifying these types of swimmers would continue.	-
d.	Whilst GS has booked the pool for the development meet, the application form has yet to be completed and submitted to the pool operator.	GS
e.	RM was requested to update the Promoter's conditions for the conditions applying to upper limit times (above) and for disability swimmer (see below) and circulate these for review. Once reviewed and completed, RM was authorised to have the meet licensed by the ASA.	RM
6.	County Championships:	
a.	The task list for the County Championships was reviewed and updated.	-
b.	JM agreed to forward details of disabled swimmers to SG	JM
c.	Ongoing request to hype the finals at the County Championships	GS
d.	SG was requested to print off on behalf of the officials the disability data of the entered swimmers.	SG
e.	Need to confirm the parking arrangements at Wycombe for Session 5.	SF
f.	GS was reminded by the meeting of the coaches desire to consider hyping the finals more than in previous years.	GS
g.	In due course, RM was requested to check that the information for swimmers document included details on parking.	RM
h.	Discussion was had about the correspondence received concerning the Reading Level 3 meet and the request from Tilehurst SC to extend the County Championships entry deadline to allow times achieved at this meet to be considered. The Committee ratified the previous decision to decline this request on the basis that the request had not come from the Promoter who had explicitly stated that the meet was aimed at non-county swimmers. It was also further agreed that no change would be made for the 2015 County Championships.	
i.	SF advised the meeting that the British Gas support in 2014 would only be a financial contribution of £500. It was therefore agreed that SG would encourage officials to wear their County shirts on poolside and not heir British Gas shirts.	SG
j.	Discussion was had about the correspondence received concerning the entry of a nine year old disabled swimmer into the 2014 County Championships. The meeting ratified the previous decision to allow the nine year old to swim using as a basis a 25% relaxation to the entry times for an able bodied swimmer in the same age group. The meeting also agreed to apply this new rule for Classified swimmers in 2015; though with a promoters discretion override. RM was requested to update the conditions for the 2015 meet at the appropriate time.	RM
k.	Preparation of the program for the Championships was discussed. It was agreed that SF would approach John Rowley to prepare the covers and RM would prepare the contents. JR would be asked to incorporate the British Gas logo onto the cover.	SF / RM
l.	SF was requested by RM to source regional and national qualification times for inclusion into the program.	SF
m.	SF was reminded of the need to send an extract from the County Records database to RM for inclusion in the program.	SF
n.	A date for the feedback meeting was set for 26/3/14 at 12:30. RM agreed to circulate a dial in number.	RM
o.	SG indicated that she intended to operate a food ticket system for officials to ensure	SG

<u>Item:</u>	<u>Minutes:</u>	<u>Action:</u>
	only these working two session were catered for.	
p.	The meeting considered the entries for the championships and after realigning the times for each session confirmed that it would not be possible to accept all entered swims for the 800m and 1,500m events. The meeting therefore unanimously agreed that it was necessary to reject one 800m swimmer and ten 1,500m swimmers. RM was asked to publish a rejected swimmers list and reserves list along with revised session times.	RM
q.	The meeting considered the entry prices for spectators to the championships and after due consideration agreed that the prices should remain consistent with those of 2013, namely £2.50 for adults and £1.50 for children / OAP's, inclusive of a programme.	RM
r.	The matter of warm up protocol for each session as discussed. GS was asked to circulate the 2013 document to Matt Heathcock, County Coach, to ensure there were no changes that he would like to make for 2014.	GS
s.	SF was reminded of the need to acquire some entry wrist bands.	SF
t.	SF was requested to chase the County Treasurer for a budget for trophy repairs.	SF
u.	SG agreed to prepare coaches passes on receipt of a list of sold passes from JM.	JM / SG
v.	SF and RM agreed to discuss off-line the preparation of coaches' packs.	SF / RM
7.	County records:	
a.	SF informed the meeting that a new records database had been finalised and has now been combined with the Championships meet best time's records. Consequently, some old records have been rescinded following full reconciliation of the various previous sources. Going forward, there will be only one source of all records and meet best times.	-
b.	SF advised the committee that each new record now receives a certificate generated out of the database.	-
c.	SF advised the committee of six new records achieved since the last meeting. These are set out in an appendix to these minutes.	-
8.	2014/5 Budget:	
a.	The meeting ratified the 2014/5 budget that had been agreed before the meeting by email correspondence. This has already been submitted to the County Treasurer and includes a profit on the Development Meet of £4,845 and on the County Championships of £12,470.	-
9.	Any other business:	
a.	The meeting noted the course materials from a course that SF had attended which had been organised by the ASA, "how to organise an event".	-
b.	SG informed the meeting that the testing of officials had slowed as a consequence of the limited number of suitable events being organised to allow for such testing.	-
c.	SG was requested to propose a change to the order of the Championship events that would better facilitate officials testing. This would then be considered for 2015.	SG
d.	Date for next meeting – 07/04/14 at 19:30	All

Appendix – New County records

- a. Name: James McFadzen  
ASA nbr: 436937  
Club: Newbury  
Event: Boys SC 200m Back  
Time: 02:08.12  
Location: Portsmouth Mountbatten Centre  
Date: 08/12/2013
- b. Name: James McFadzen  
ASA nbr: 436937  
Club: Newbury  
Event: Boys SC 100m IM  
Time: 01:01.58  
Location: Portsmouth Mountbatten Centre  
Date: 07.12.13
- c. Name: Andrew Willis  
ASA nbr: 19293  
Club: Bracknell & Wokingham  
Event: Mens SC 50m Breast  
Time: 00:27.73  
Location: Ponds Forge, Sheffield  
Date: 07.12.13
- d. Name: Andrew Willis  
ASA nbr: 19293  
Club: Bracknell & Wokingham  
Event: Mens SC 200m IM  
Time: 02:01.74  
Location: Ponds Forge, Sheffield  
Date: 08.12.13
- e. Name: Andrew Willis  
ASA nbr: 19293  
Club: Bracknell & Wokingham  
Event: Mens SC 100m Breast  
Time: 00:58.38  
Location: Herning, Denmark  
Date: 12.12.13
- f. Name: Andrew Willis  
ASA nbr: 19293  
Club: Bracknell & Wokingham  
Event: Mens SC 200m Breast  
Time: 02:02.99  
Location: Herning, Denmark  
Date: 15.12.13