

SUSSEX COUNTY
AMATEUR SWIMMING ASSOCIATION
(Founded 1895)



MINUTES OF MANAGEMENT COMMITTEE MEETING

Thursday 19 March 2020

This meeting was rescheduled from Wednesday 11 March and was held via video link

ATTENDEES

Mr B DeVal (Chair)	Mrs Janice White (Elected member)
Mr William Long (Masters manager)	Mr Mike Hedley (Elected Member)
Mrs D Pickering (Swimming Manager)	Mr K Cruttenden (President)
Mr Simon Taylor (Development Manager & Vice President)	

APOLOGIES

Mrs C Hobbs (Workforce & Welfare)	Mr David Rosen (Diving Manager)
Mrs Liz Fitzsimons (Synchro Manager)	Mrs H Knott (Non voting guest)
	Mr Alan Putland (Elected member)

MINUTES

Mr Brian DeVal

Item No		Action
011/2020	Minutes 8 January - approved	
012/2020	Matters Arising not covered on the agenda No matters arising	
013/2020	Finance Budget for 2020/2021 was submitted and approved subject to a adjustment for costs for administration. Ratification required at next meeting. Revised budget paper to be circulated. The meeting acknowledged that the Coronavirus pandemic would have a significant impact on the organisation's activities in the first half of the year but that the budget should stand at this time. The meeting was confident that our reserves were sufficient to provide continuity if required. There had been no movement on bursaries since the previous meeting. Consideration given to using widening criteria to help clubs post shutdown, to be kept under review Finance Committee had considered the level of reserves the organisation should maintain and felt that they were more than adequate at this time. They would review this after the impact of the pandemic and would make recommendations accordingly.	BD F/comm
014/2020	ACM, annual report and awards ceremony 2020 BD had prepared papers showing the timeline for making awards and distribution of papers for the ACM – these were approved.	BD

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	The meeting agreed to proceed with arrangements for the events in June and would review these closer to the time in light of the pandemic. BD to contact the venue regarding cancellation fees (confirmation subsequently received that no cancellations fees would apply). BD had asked that all disciplines prepare drafts of their annual reports for 6 April. Distribution of papers and adding content to webpage would follow the timeline paper. Volunteering and Achievement Awards to be made in 2020.	BD All BD/KE BD
015/2020	Governance GP Committee minutes of 26 February approved. Changes to rules prepared by the GP Committee were amended: • Change of name – Sussex County ASA to be retained name for formal use. • Management Committee quorum to be reduced to 5 people • Management Committee to be allowed to meet electronically BD to amend accordingly and prepare for ACM. ACM 2019 had approved the separation of Welfare and Volunteer's roles. The meeting approved the proposed JD's for both roles. Meeting agreed that ideally no individuals should seek nomination for two elected roles on the same committee. Management Committee had sufficient powers to co-opt people to fill any roles left unfilled.	BD
016/2020	Celebration of 125th anniversary National President (Ian Mackenzie) had attended final day of 2020 Championships and had been joined by Regional President (Terry Norris). Ian Mackenzie had recorded a short video for use on website and other platforms. Mixed Relay event had proved successful – Swimming Committee asked to include the event in future programmes. Commemorative pin badges had proved very popular	DP
017/2020	Communications Past Presidents lunch to be rescheduled	BD
018/2020	Technical committee minutes and report Swimming Committee minutes 5 February approved Exit report for nutrition seminars approved	

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019/2020	Development report CPD day report. Event was well attended. DP was waiting to receive invoices and evidence of payments. Exit report would be presented to Management Committee in May. Development Pathway coach had been appointed (Matt Naughton – Shiverers). 77 swimmers from 15 clubs on squad. First camp (27 May) likely to be cancelled. Coach development day will include nutrition and mental health as topics. Date TBC. Virtual meeting for club chairman would be arranged over the next couple of months.	DP ST BD
020/2020	SER Region were preparing for impact of coronavirus	
021/2020	AOB President asked that his activities receive more publicity. BD to ensure coverage through all channels.	BD
	Date of next meeting Wednesday 13 May 2020	