

SUSSEX COUNTY
AMATEUR SWIMMING ASSOCIATION
(Founded 1895)



MINUTES OF MANAGEMENT COMMITTEE MEETING

Wednesday 12th September 2018

ATTENDEES

Mr B DeVal (Chair & Development Secretary)	Mrs H Brown (President)
Ms K Escott (Finance)	Mr A Lobley (Elected Member)
Mr W Long (Masters Manager)	Mr P McCallum (Elected Member)
Mrs D Pickering (Swimming Manager)	Mr A Putland (Elected Member)
Mr D Rosen (Diving Manager)	Mrs J White (Elected Member)
Mrs S Vaughan Smith (Hon Secretary)	

APOLOGIES

Mrs C Hobbs (Welfare & Workforce Co-Ordinator)	Ms Liz Fitzsimons (Synchro Manager)
Mr D Lee (Water Polo Manager)	Mrs M Tuppen (Non-Voting Guest)

MINUTES

Mrs S Vaughan Smith

Item No		Action
161/2018	Management Committee Minutes – The Minutes from 8 th March were presented and passed. The Minutes from 9 th May 2018 required circulation to the Management Committee prior to being presented for signature. The Minutes from 16 th June were passed.	SVS
162/2018	Matters Arising No matters arising.	
163/2018	Finance Report and 6 Month Review BD presented the Report circulated prior to the meeting. Masters Event wasn't included in the budget but is now included for next year. No income has been received from Water Polo, BD to raise and issue invoices. Spectator Entry BD presented the Report circulated prior to the meeting. BD advised that SER take approx £7K per event and have an arrangement with Securicor to collect. This would not be viable for our own events.	BD

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	Asking for pre-payment via the website is an option. BD's solution would be to put more people on the front registration desk at peak times. We will look to do this at the Winter Competition and increase the number of pay points/people collecting money and review this at the February Management Meeting. ACM On budget. Past President's Lunch This came in on budget at £1200 however BD was concerned that the costs had risen significantly at £48/head plus an additional room hire fee of £100 for a private room. The hotel then hosted the dinner in the main dining room. The cost is equivalent to the entire entry fees for two County Events. This needs to be reviewed for next year.	BD/SC BD/SVS
164/2018	Grants The Finance Committee have agreed a sum of money and the principles of the Grant System. We need to invite a panel (3 people) to independently review applications, not necessarily from the Management Committee. The total balance is £9K, with £500 being the maximum amount to be awarded. Applications need to demonstrate that at least 30% of total cost of any venture is being sourced by the Club. It was proposed that Applications for training would require 30% from the Club, 30% from the candidate. The Committee agreed to remove the 30% requirement from the candidate as some Clubs funded their own training. Therefore we would only offer to fund 30% maximum towards training with the remainder being sourced elsewhere by the Club/Candidate. AP warned that the system could be a resource drain on time and personnel.	BD
	BD advised that we needed to be mindful that some Clubs are	

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	struggling. BD to add a page to the Clubs element of the website for Grant Applications. Applications would be considered upon receipt. BD asked for volunteers for the Review Committee. DP said she would like to volunteer.	BD BD/ALL
165/218	ACM BD advised that we had saved £1500 on engraving this year. The engraver also cleaned and stored the trophies on our behalf. BD advised that the ACM was delivered within budget at £2010. The Awards and ACM date for 2019 were confirmed for Saturday 15th June and timings are as follows: 1200 Awards start 1300 Lunch 1400 ACM Next year will also be 150th Anniversary of West Sussex ASA. WL to help supply historical artwork to be included in the handbook/Awards & ACM.	BD/SVS WL/BD
166/2018	Development The first Development Camp took place at the new venue of Eastbourne College. This had very good spectator space but very little poolside space. The next Camp will take place at Eastbourne College in October. BD agreed to move the December camp from Bedes, this will now take place on 20th December at Eastbourne College.	BD
167/2018	Technical Committee Minutes & Reports Swimming Committee AL asked why we have to wait until after Winter Counties to decide qualifying times for our Counties? BD advised that this is decided by Brian Smith. All other areas have their times published early September.	
	BD asked if the publication of times influence the training focus for	

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	Coaches? AL said yes, it helped them to define which swimmer is in which squad. AL to email BD and DP to raise this issue at the next Swimming Committee Meeting.	AL/BD & DP
	The conditions in which times for the 800M and 1500M require amending as many swimmers have not had the opportunity to do the distances prior to the submission deadline. It was suggested that we look at taking the times for the 1500M based on their 800M likewise with times for the 400M also being taken from their 800M distance times. DP confirmed the dates for the Winter Championships 2019 as 19th & 20th October. This will take place at K2 which has already been booked for this event. Masters The Masters Championships are due to take place on 23rd September. 13 Clubs have submitted entries. 900 entries to individual events as opposed to 700 last year and 400 in 2016. Hastings have a very significant entry. It is all looking very positive. Budget is £2.6K with income from entries approx £5K. WL expressed his thanks to Atlantis for allowing them to use Pavillions in the Park. Success story – the introduction of Top Club Trophy has a lot of interest. They have however struggled for officials. It has given them an opportunity to engage with young volunteers as Masters don't have licensed events. A Social Media campaign is planned prior to the event. The timings were moved by half an hour. Reporting for Officials is 1230 Poolside however they can gain access from midday.	

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	BD asked if the PA Sytem worked. AL advised that the microphone may be an issue and suggested bringing a back up wired microphone.	
	Diving On 16th September Diving will be hosting a half day course using trampolines at K2. The 1M Championships will be taking place in Worthing on 27th September. 4 Salvers are being engraved along with award medals. Parent/Helpers are not to handle the children as they are not DBS checked.	
168/2018	SER Report BD attended last meeting – nothing to report. The SER ACM is forthcoming with a low take up on Workshops, several of which have been cancelled as a result.	
169/2018	Forward Business Plan Rosa Gallop, Swim England Club Development Officer for SER is to attend the next meeting on 14th November. CPD Dates proposed for 10th March 2019.	
170/2018	Correspondence Ray & Carol Barber have been confirmed as Lifelong Members.	
171/2018	Any Other Business BD reported that Everyone Active will be the new operators of K2 from 14th April 2019. They will be making big changes to the infrastructure including the café area. They are keen on diving and will be running diving classes following the ASA guidelines. AP asked whether we have our own mobile for use at Gala's as a contact point? BD advised that it is held by CH.	

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	Meeting closed at 8:07pm	
	Date of Next Meeting – Wednesday 14th November 2018	

SIGNED:

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Brian DeVal – Chairman

DATE:

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