

SUSSEX COUNTY  
AMATEUR SWIMMING ASSOCIATION  
(Founded 1895)



**MINUTES OF MANAGEMENT COMMITTEE MEETING**

Wednesday 8<sup>th</sup> November 2017

ATTENDEES

Mr B DeVal (Chair & Development Secretary)  
Ms Liz Fitzsimons (Synchro Manager)  
Mr A Lobley (Elected Member)  
Mrs D Pickering (Swimming Manager)  
Mrs S Vaughan Smith (Hon Secretary)  
Mrs J White (Elected Member)

Mrs H Brown (President)  
Mrs C Hobbs (Welfare & Workforce Co-Ordinator)  
Mr P McCallum (Elected Member)  
Mr D Rosen (Diving Manager)  
Mrs M Tuppen (Non Voting Guest)  
Ms K Escott (Finance)

APOLOGIES

Mr W Long (Masters Manager)

ABSENT

Mr A Putland (Elected Member)

MINUTES

Mrs S Vaughan Smith

| Item No  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Action |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 112/2017 | <b>Management Committee Minutes</b> – 13 <sup>th</sup> September were accepted and signed by the Chair.                                                                                                                                                                                                                                                                                                                                                                                       |        |
| 112/2017 | <p><b>Matters Arising</b></p> <p>D Rosen asked for confirmation of persons over 80 on poolside. BD confirmed that those over 75 were minimally insured and those over 80 were not insured.</p> <p>BD to forward Commentary from SE Newsletter to CH.</p>                                                                                                                                                                                                                                      | BD     |
| 113/2017 | <p><b>Finance</b></p> <p><b>Budget 2018 - 2019</b></p> <p>B DeVal presented the Finance Report previously circulated.</p> <p>K Escott gave an update on ytd. We are in the same position as beginning of the year – everything is breakeven with approximately £60K in the bank.</p> <p>The Finance Committee suggested that a couple of items needed to be reviewed but recommended that there was no need to raise additional funds as reserves remained high. Agreed by the Committee.</p> |        |

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|  | <p><b>Finance Report</b><br/> K Escott to invoice ASA for £1K.</p> <p>Winter Competition pool hire costs were confusing – BD is awaiting answers from K2. The hire rate for 25m and warm down pool combined is more expensive than 50m pool. BD suggested hiring 50m pool in future.<br/> The pool hire is £1,300 more than last year.</p> <p>The pool has been booked for Winter Competition next year and prices have been included in the budget.</p> <p>Competitions</p> <ul style="list-style-type: none"> <li>• PA System can no longer be used at K2 as it is out of date. To hire a new system is £300/weekend, this includes speakers, stands, mixer desk, amp and setting up and taking down of equipment (install Friday, remove Sunday). This cost will be an addition to the Budget and managed by the Swimming Committee. Approved subject to SC ratification.</li> <li>• It <u>had</u> cost £14.50 to have each IM trophy engraved which suggested that it will be possible to make savings on engraving the main trophies – hand engraving will still be needed on some older trophies.</li> <li>• BD suggested that we purchase an advance stock of rosettes; Alison gets a discount of 10% for 1000 rosettes at a cost of £2630 for 2 years worth of rosettes. Not included in budget. Committee Approved.</li> <li>• Computers – the new Aries system at K2 is not compatible with our existing laptop. At the Winter Competition we borrowed the laptop from Crawley SC. To purchase a similar computer (ACER E5771 15.6" i3). BD requested permission to purchase in January and proposed an exceptional expenditure of £500. Committee Approved. JW to send BD a copy of invoice/details of computer.</li> </ul> <p>K Escott to prepare Budgets and circulate for approval. DR asked for it not to be in PDF Format.</p> <p>We have invested £10K into 12-month reinvestment and £10K into 6 month rolling investment. BD is still having problems with Lloyds.</p> | <p>KE</p> <p>BD</p> <p>BD</p> <p>BD</p> <p>BD<br/>JW</p> <p>KE</p> |
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BD

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|          | <p><b>Bedes Training Day – 23 October</b><br/> AL reported that 48 people attended with 2 pool and 2 land training sessions. Everyone behaved well and it was a good venue and was a successful day.</p> <p>The next Training Day is on 21<sup>st</sup> December. The invitations have been sent. So far 3 people are away however there are 54 people on the squad so attendance should still be viable. Venue – Bedes.</p>                                                                                                                                                                                                                                                                                     |                                 |
| 116/2017 | <p><b>Communications</b><br/> <b>Website</b><br/> Launch date has been moved by one week. Workforce and Volunteers area has been split. The operating system has been improved and will allow, after training, technical managers to edit their own areas.</p> <p>CH has some changes, to advise BD.</p> <p>DR confirmed no changes required.</p> <p>BD asked all Committee Members to look at website and make comments.</p> <p>Instagram is running and will be linked into Facebook. Both Facebook and Twitter continue to grow.</p> <p>BD encouraged all to sign up for SER Newsletter.</p> <p>BD &amp; LF will meet again regarding storing of important documents on the Cloud. LF to help and advise.</p> | <p>CH</p> <p>ALL</p> <p>ALL</p> |
| 117/2017 | <p><b>Technical Committee Minutes and Reports</b><br/> <b>Swimming Committee Minutes</b><br/> B Smith asked for an Overall Trophy – we already have Top Club Male/Female/Age Groups. B Smith wants overall winner worked out on points. Meeting agreed in principle dependent upon final details of how it will be awarded. Approved subject to ratification by SC</p> <p>AL asked that the scheduling be considered for next years Winter Competition as only 3 spectators watched the final for the 100IM.</p>                                                                                                                                                                                                 |                                 |

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|  | <p>BD said that awarding trophies at the end was chaotic and needs tightening up. Awards should be given after the event in order to provide more respect for the swimmers. Sent to Swimming Committee for consideration.</p> <p>CH reported on the Inter Counties held in Sheffield. We have been moved to Division 2 after suffering a few problems.</p> <p>It was suggested that the list of swimmers for team selection be published early and asked for swimmers to travel with the team.</p> <p>CH said that the swimmers were a credit to their Clubs and County and wanted to say well done, they worked really hard and did us proud. Thank you also to adults for supporting.</p> <p>HB offered her thanks to County.</p> <p><b>Masters</b><br/>BD read the report from WL. Masters Championships were very successful with a growth of 60% since 2015.</p> <p>There was a new Best Club Trophy which this year went to Hastings Seagull.</p> <p>Masters Championships for 2018 has been booked for Sunday 23<sup>rd</sup> September at Horsham from 2pm until 7pm.</p> <p>The largest team ever put forward will be competing at the forthcoming Inter County event in Portsmouth, which includes 40 swimmers from 12 clubs. We wish the Masters good luck.</p> <p>The Sussex Masters Newsletter will be published after the event.</p> <p><b>Water Polo</b><br/>Clubs were working together to fill the gap in the athlete pathway following the closure of the Sussex training center earlier this year.</p> <p>All Sussex teams had signed up to join the Water Polo Network for the second year. This would provide focused training for coaches and players. A development programme was being developed.</p> | WL |
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|          | <p>There are plans to run Training Courses for Level 1 WP Coaches in the early part of next year following by a Level 2 course in 2019. The Network will be looking at further training for coaches using online resources.</p> <p>BD advised that £1K was due into the Network. This would be held Sussex ASA but managed, through K Escott, by clubs in the Network.</p> <p><b>Swimming</b><br/> BD advised that a lot of the new level 2 Swimming Teacher courses have no water-based element at all in order to reduce costs.</p> <p><b>Diving</b><br/> Diving Conditions have now been published.</p> <p>Diving Championships to be run again in 2018 with a view to more clubs attending.</p> <p><b>Synchro</b><br/> Synchro to hold two development days – 1 for Juniors/1 for Masters. At the moment not many Junior Swimmers.</p> <p>Budget has been approved for next year to run another event.</p> <p>There is a logistical issue on Synchro Committee as Brighton's representative is not able to continue. They hold two meetings per year. MT offered to try and recruit a volunteer for the committee. LF stated that it does not need to be same person each meeting, as long as a club representative was in attendance.</p> | MT |
| 118/2017 | <p>Welfare/Workforce Co-ordinator Report<br/> Training of Officials is ongoing.</p> <p>Timekeeper Courses can now be paid online by BACS but at the moment this is the only course that has this facility.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |    |
|          | There have been a few Welfare issues.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |    |
| 119/2017 | <p><b>Swim England South East Report</b><br/> The ASA Council agreed to incorporate as Swim England – called Swim England Ltd. It had also been granted charitable status.</p> <p>SER has the largest region – 15 delegates at Council. BD will be a Forum Member for the next Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |

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|          | <p>Lots of workshops were attended.</p> <p>The next SESE board meeting will take place on 26<sup>th</sup> November in Guildford – this is an open meeting and representatives from Counties can attend the morning session.</p> <p>AL asked if Sussex has representation on the Board – BD confirmed we have 3 members Sussex representatives on the Board.</p> |        |
| 120/2017 | <p><b>Forward Business Plan</b><br/> Please let BD if you would like anything included.</p> <p>BD will circulate reports more frequently.</p>                                                                                                                                                                                                                   | BD     |
| 110/2017 | <p><b>Correspondence</b><br/> SVS read correspondence received by WL from Mike Nelson of Mid Sussex Marlins offering congratulations on the Sussex Masters Championships.</p>                                                                                                                                                                                   |        |
|          | <p><b>AOB</b><br/> BD advised we had 3 nominations for the Sussex Sports Awards and that he would be attending the dinner on 17<sup>th</sup> November.</p>                                                                                                                                                                                                      |        |
|          | <p>The Past President's Lunch has been confirmed for 23<sup>rd</sup> May 2019 at Hickstead. Invitations to be issued. MT to liaise with SVS to organize.</p>                                                                                                                                                                                                    | MT/SVS |
|          | <p>More trophy forms were required for signature – BD to organize.</p>                                                                                                                                                                                                                                                                                          | BD     |
|          | <p>BD asked the Committee to consider a Life Membership for both Carol and Ray the Barber. DD Proposed, CH Seconded. Approved. Their nomination will be put to Council 2018 in accordance with Rule 11.</p>                                                                                                                                                     | BD     |
|          | <p>AL asked if the Swimming Committee could allocate more coach passes for clubs at future events dependent upon the number of swimmers attending. Passed to Swimming Committee for consideration.</p>                                                                                                                                                          | DP/CH  |
|          | <p>PM advised that the ASA were introducing online Membership Forms.</p>                                                                                                                                                                                                                                                                                        |        |
|          | <p>At the recent Awards in Portsmouth it was noted that there were very few Sussex Swimmers on the awards podium.</p>                                                                                                                                                                                                                                           | BD     |

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|  | <p>BD advised that the Finance Group had discussed the possibility of investing in Coaches. Could we consider bursary/funding program to help clubs get coaches qualified? BD believes we should be investing in developing the sport. To be discussed at January meeting.</p> <p>DR said there might be some potential candidates in diving?</p> <p>BD – need to be careful of what is offered but could be a third party funder?</p> <p>AL – investment in clubs essential but need to be really careful. Suggest a meeting of all coaches about working together. BD asked if first stage post champs is to have a meeting of principle coaches or representatives from Clubs? Agreed to find out demand.</p> <p>DL suggested Skype link up for committee members unable to attend and also for informal discussion by working groups.</p> <p>LF – very welcome for Synchro.</p> <p>BD advised that there were new Club Chairs at Shiverers, Mid Sussex &amp; Littlehampton. SVS has an up to date list of Club Contacts.</p> | BD |
|  | Meeting Closed at 8:38pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |
|  | <b>Date of Next Meeting – Wednesday 10<sup>th</sup> January 2018</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |

SIGNED:

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 Brian DeVal – Chairman

DATE:

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