

Wednesday 9 January 2019

Mrs H Brown (President)
Mr A Lobley (Elected Member)
Mrs J White (Elected Member)
Mrs C. Hobbs (Welfare & Workforce)
Mr A Putland (Elected Member)
Mrs M Tuppen (Non Voting)
Ms Escott (on phone for part of meeting)

Mrs S Vaughan Smith (Hon Secretary)

Mr Brian DeVal

Item No		Action
101/2019	Management Committee Minutes – The Minutes from 14 November were presented and passed.	
102/2019	Matters Arising No matters arising.	
103/2019	Finance Budget 2019/2020 The budget for 2019/20 is still outstanding and requires submission. Swimming – need for review of budget for National County Team Championships. Masters – WL to confirm costs for new format Championships and finalise costs for Sussex / Kent competition. Synchro - BD queried the inclusion of coach/officials training cost of £1,000 in budget. BD explained that coach and officials training is a cost for individual clubs and not something the County has supported for other sections, save for the bursary scheme. Synchro clubs could apply for bursary support for training costs. Further discussion on officials training; BD requested a revised proposal for the budget at reduced cost. Water polo - BD reported that DL will send the waterpolo budget in the next few days. Open Water – add nominal value for medals and incorporate Sussex champs into SER event. Past President's lunch - BD discussed the need for a review of venue/cost prior to booking the next event.	BD/JK WL BD/KE/DL BD

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	Volunteer Awards - would continue for the 2019/20 year. CPD day - There was some discussion on content with possible need to widen offer and include Coach Workshops. Bursary - It was agreed that any remaining bursary funds from the 2018/19 year of account would be carried forward as the scheme end date is October 2019. A final decision on whether the scheme would continue beyond October 19 will be made in March. Bursary scheme Only one application had been received and the panel had supported this. MSM would receive £500 for training bursary. The meeting agreed to remove the criteria of clubs being SwimMark accredited. Hardship award The meeting agreed an exceptional payment of £100 to a water polo player selected for ESSA Duke of Cambridge Cup.	BD DP KE BD, KE BD BD/KE
104/2019	Communications BD presented a paper reviewing the current status of the organisation's communications. The meeting accepted the following recommendations: • Visual identity to applied consistently • Sponsorship, to continue to search for sponsor partners • On line forms to be used as the norm and preferred option • Handbook will not be reprinted but will be put on line as "Virtual Handbook" • Graphic email (MailChimp) to be used more widely Integration of the volunteer portal will be discussed at the next meeting.	CH/DP
105/2019	Development Pathway programme - BD provided a summary of the Pathway programme run during the year. Continuation of the programme in 2019 was included in the proposed budget. Criteria for acceptance onto the 2019 programme would be agreed after the 2019 Championships. Synchro – it was confirmed that attendees to the development day are asked to pay £5 or £10 to attend but this was comparable to swimming as synchro is only a two hour pool session.	BD

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	CPD day - 10 March DP advised that the CPD day 2019 (current year of account) would have reduced cost as only 2x Safeguarding courses are running.	
106/2019	Governance Timings for the ACM 8 June 2019 will be reviewed to ensure a 4pm finish. Rules - The meeting was asked to submit proposed changes to rules asap so that the GP Committee could prepare a report in time for the next meeting.	BD
107/2019	150th anniversary of ASA The official logo will be added to the website. WL will develop some ideas with BD so that a Sussex history can be added put up at the ACM. Other ideas include: • On line photo library • Display boards available at events	BD WL/BD
108/2019	Technical Committee Minutes & Reports Swimming Committee – Noted that every effort would be made to include mixed events into the 2020 relay gala and that Atlantis SC would enable a longer event by cancelling their booking for Sunday training at the Pavilions on the day.	DP
109/201	AOB None	
	Date of Next Meeting – Wednesday 13th March 2019	

SIGNED:

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Brian DeVal – Chairman

DATE:

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