

SUSSEX COUNTY AMATEUR SWIMMING ASSOCIATION

MINUTES OF MANAGEMENT COMMITTEE MEETING

held at 18.40 on Wednesday 17 September 2014

at County Hall, Lewes

PRESENT: Mr P McCallum (Chair), Mr Anthony Gimson (President), Mr T Pearce (Vice President), Mrs M Tuppen (Secretary), Mr M Savill (Treasurer), Mr B DeVal (Development Secretary), Mr D Rosen (Diving Secretary), Miss S Davison (Masters Secretary), Mrs D Pickering (Swimming Secretary), Mrs C Hobbs (Welfare/Workforce Co-ordinator) and elected member Mr A Putland.

Also in attendance: L Brooks (Minute Secretary).

APOLOGIES: Dr R Edmondson (Water Polo Secretary), Mr A Rigg (elected member)

Prior to the commencement of business, the Chair asked the committee members to stand for a moment to remember Nanette Morgan, who died on Tuesday 5th August.

A great supporter of all the aquatic sports, Nanette was joint Trophy Secretary with her husband from 1989 until his death and she continued in the role until 1995. She was the County President in 2001. Nanette was a member of Haywards Heath SC and later Mid Sussex Marlins.

Item No.		Action
20/2014	MINUTES OF THE MANAGEMENT COMMITTEE held on 16 July 2014, which had been circulated, were signed as a correct record.	
21/2014	MATTERS ARISING FROM MINUTES	
33.1	<u>Diving trophies</u> Margaret Tuppen had brought the new trophy to the meeting and passed it to the Diving Secretary along with the medals he had requested.	
41/2014	<u>Advertising revenue</u> The Treasurer had checked the accounts and confirmed that the air-conditioning company had paid for their advertising, not long after the championships last year.	
5.8	<u>South East Region</u> The Secretary had submitted Brian DeVal's application to become a board member of the SER and BD had been duly elected. The Chair congratulated BD on his appointment. Ivan Horsfall Turner, the former Open Water Secretary on this committee, had also been elected.	
10.4	<u>Accounts handover</u> Handover from the former Treasurer to the new one, Mark Savill, was almost complete.	
15.2	<u>Sussex RTC</u> The Chair thanked Brian DeVal for progressing this project. All was going ahead, with sessions due to start on Sunday 12 October and run for the following nine weeks. Norman Leighton	

	(the ASA's national Water Polo Development Officer) will be the arbiter of the RTC's success and decide whether it continues in the long term. Meanwhile, BD has produced a poster to raise awareness of the RTC which is published on the County's Facebook page and on the website (from where it is downloadable). The issue of a Safeguarding Officer was again mentioned but BD stated that this was not within the County's remit.	
19.4	President's Charity Challenge The President, Anthony Gimson, had circulated documents about this proposed challenge around the County but was very disappointed with the little feedback he had received. Marlins had said that they would support it but Hastings were currently unable to.	
22/2014	FINANCE Reports The Treasurer had produced a report and statement of accounts which had been circulated prior to the meeting and these were now briefly discussed. The Treasurer remarked that there was not a lot to report as there had been little financial activity, but the state of accounts was good and another £10,000 had been invested at a rate of 1%. It was noted that where the report mentions 'Winter Championships', this should read 'Winter Competition'. The Chair commended the accounts and thanked the Treasurer.	
23/2014	BUDGET The sub-committees would soon be preparing their budgets for November and the Treasurer said that he would send out a template to the discipline heads in readiness for this process. He remarked that the current Swimming accounts were not very detailed and it was agreed that a more comprehensive breakdown would be valuable. The draft budgets need to be with the Treasurer by November 1.	
24/2014	DEVELOPMENT 24.1 The Development Secretary, Brian DeVal, reported that the main area of development at the moment is Water Polo and the Sussex RTC. The amount of interest this is likely to generate is hard to judge at present and so some contingency plans for younger players (9-10 years old) are being discussed. If the RTC is undersubscribed, then it is likely that an age group within the RTC would be opened up to accommodate them. If, however, there is an oversubscription, Water Polo might want to organise pool time at K2 on Sunday afternoons for the younger players. This would be 2 hours at the rate of £61 an hour, plus expenses for the coaches, but the players would be charged £5 per session. 16 players would be needed to make this viable. BD stressed that this was only a possibility at the moment, but wanted the Management Committee to be aware in case they received a paper presenting the business case for these sessions, as they might have to underwrite them.	

24.2	BD confirmed that Rosa Gallop (SER Club Development Officer) and John Davis (from the SER Management Board) would like to attend the November Management Committee meeting to talk about the South East Region's development plans. The Secretary said that she would formally invite them for 6.30 on November 19.	MT
24.3	Alison Usher (Divisional Business Manager South & West) has now left her post and is to be replaced.	
24.4	The ASA has appointed a new Chief Executive who will take up his post at the end of September. Adam Paker has been the CEO of Commonwealth Games England for three years and will move to the ASA following a handover period after the Glasgow Commonwealth Games.	
25/2014	COMMUNICATIONS	
25.1	Brian DeVal wished to draw attention to the fact that there is a programme of events on the website which should be used wherever possible to avoid clashes. The Winter Competition, for instance, clashes with a national water polo event on October 26 which has caused two girls to withdraw from the Crawley team in order to attend the other competition. This is a choice that swimmers should not have to make.	
25.2	BD would like to restructure the volunteers' section of the website but is reluctant to do so without the previously mentioned confidential database of contact details being in place. Chris Hobbs said she was not aware of how much progress Phil Williams had made with this but she would ask him. BD would also like to introduce the use of MailChimp, preferably before the increased activity in November and the new year.	CH
25.3	The Facebook page continues to attract a lot of hits with over 160 people looking at the mentoring course details and 187 looking at Water Polo.	
26/2014	CORRESPONDENCE	
	The Secretary reported that there was no correspondence other than that mentioned on the agenda.	
27/2014	SUB-COMMITTEE MINUTES/REPORTS	
27.1	<u>Swimming Committee</u> The minutes of the Swimming Committee meeting held on Wednesday 20 August 2014 had previously been circulated. Matters arising: • 31/2014 – Deedee Pickering had obtained the licence for the Winter Competition and the conditions were now on the website. • 33/2014 – Chris Hobbs had booked Eastbourne for the Relay Gala on 8 March 2015. • 34/2014 – there was a slight problem with the bookings for the Development Galas on 21 and 28 June 2015 which was that there are swimming lessons taking place in the pool in the early morning and the County would have to pay £650 in	

	compensation to have these cancelled. After some discussion it was agreed that an 11am warm-up for an 11.30 start would be acceptable, although CH would have preferred an earlier time. The entry fees were yet to be decided and may be influenced by the cost of the awards which Margaret Tuppen was in the process of ordering. • 37/2014 – Deedee Pickering had booked Dorothy Stringer School for the Volunteer CPD day on Sunday 29 March 2015. The Hy-Tek training course will run as part of the day. It was also a possibility that the mentoring course would run on the day as although Chris Hobbs had planned this for 8 October, details of it were put on the website in April and there were still only 3 definite attendees. CH wondered whether to continue with it at all or to make it part of the CPD day, but would put it before the next Swimming Committee on 1 October. • 38/2014 – BD reported that six lanes had been taken by clubs for the next training session at K2. Shiverers had withdrawn but this meant that Hastings could have two lanes. He was planning to arrange another session in January with priority being given to those clubs who had not previously attended. BD raised the point that Water Polo coaches are paid for their time, and wondered if this shouldn't be considered for the County coaches. A discussion followed and it was agreed that the coaches received honoraria in order to prevent the County from having any liability or legal obligation.	
27.2	<u>Masters Committee</u> • Sarah Davison, the Masters Secretary, reported that the Masters and Open Age Group Championships would be held on Sunday 21 September at the Sovereign Centre, Eastbourne and that Craig Steenhoff from Hailsham Swimming Club was co-ordinating it. Income of around £1400 would be generated from this meet. • SD also reported that she had booked herself on to the masters' conference at Loughborough on 1 November.	
27.3	<u>Diving Committee</u> • David Rosen, the Diving Secretary, had passed cheques to the Treasurer representing entry fees; there were 24 entries for the Championships and 6 for Synchro. He was still in need of a referee, however, and asked if it would be possible to hire a referee from outside the County. • A half-day course was due to run on Saturday 20 September at K2. This would comprise two hours in the gym and two hours in the diving pit. There had been a good uptake for this course with over 28 people signing up – no doubt due to there being no charge – although it remained to be seen how many turned up on the day. • DR had not produced the agenda for the next Diving Committee meeting yet as he was unsure of the venue. Margaret Tuppen said that she was happy to accommodate the meeting at her home although DR had expressed	

	concern that there might be too many people. Chris Hobbs reported that Eastbourne Swimming Club are to have a new Diving Secretary in January 2015: Sharon Hadland.	
28/2014	SOUTH EAST REGION REPORTS	
	Brian DeVal had attended the Annual Council Meeting of the ASA SER on Saturday 13 September. Roger Prior was elected President for 2014-15 but there were no nominations for Vice President. Nominations were also being sought for a youth forum; eight nominations had been received and all nominees would be recruited. The next board meeting will take place on 6 October.	
29/2014	WELFARE/WORKFORCE CO-ORDINATOR	
29.1	Chris Hobbs reported that the welfare issue mentioned at 18.2 in the previous minutes was ongoing.	
29.2	A new issue had arisen just that day. CH had been talking about it to the club concerned and was waiting to hear the outcome.	
29.3	Training for officials was continuing around the County.	
30/2014	ANY OTHER BUSINESS	
	There was a brief discussion about coaches' passes and how much would be charged for them next year. The decision made was that there would be no change.	

	There being no further business the meeting closed at. 19:59.	
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Signed.....Chair

Dated