

## **AGENDA ITEM 2: MINUTES**

### **BERKSHIRE AND SOUTH BUCKINGHAMSHIRE AMATEUR SWIMMING ASSOCIATION**

Minutes of the 90th Annual Council Meeting held on Thursday 13 September 2007 in the Thames Room at the Windsor Leisure Centre, Stovell Road, Windsor, commencing at 2000hrs and concluded at 2055hrs.

Present: President, Hon Secretary, Hon Treasurer and 17 Members as recorded in the attendance book.

Apologies for absence were received from Ms N Cunningham, G Dart, Ms J Holden, Ms E Karlicka-Cook, Mrs M S Lyne, J Mills, G Shields, Ms E Swain, P M Tiley, Mrs S Topchik.

#### **1 MINUTES**

The Minutes of the 89th Annual Council Meeting, having previously been circulated, were confirmed and signed by the President as a correct record, subject to the substitution of the name "Walsh" for "Balch" in Minute 8.

#### **2 ANNUAL REPORT OF THE ASSOCIATION, 2006/7**

The Annual Report for 2006/2007 had previously been circulated. A report by the Hon Secretary, Masters' Committee was circulated at the meeting. The President and the Swimming Officials' Organiser reported orally.

The banners mentioned in the report of the Public Relations Officer were displayed at the meeting.

On the proposition of Mr R G Prior, seconded by Mrs R Large, it was

**RESOLVED:** That the Annual Report be received.

#### **3 ANNUAL ACCOUNTS, 2006/7**

The Hon Treasurer circulated the draft accounts of Association for the period 1 April 2006 to 31 March 2007: the report thereon of the Examiner was awaited. .

On the proposition of Mr R F Penfold, seconded by the President, it was.

**RESOLVED:** That the draft accounts for the period 1 April 2006 to 31 March 2007 be received and that the report of the Examiner be submitted to the Executive Committee in due course.

#### 4 PROPOSALS TO CHANGE RULES, CHAMPIONSHIPS' CONDITIONS AND CONDITIONS FOR ESTABLISHING COUNTY RECORDS

Notice had been given of the following proposals for changes to the Association's Rules, Championships' Conditions and Conditions for Establishing County Records:

A “That, although the Association is not a club per se, but because its Rules provide for individual members, the following be inserted in the Rules of the Association:

- 1 The business and affairs of the Association shall at all times be conducted in accordance with Laws and Technical Rules of Amateur Swimming Association (“ASA Laws”) and in particular:
  - The Association shall, in accordance with ASA Laws, adopt the ASA Child Protection Procedures;
  - Individual Members of the Association shall, in accordance with ASA Laws, comply with the ASA Child Protection Procedures.
- 2 The Association shall adopt and comply with ASA Guidelines in handling internal Club Disputes (“the Guidelines”) as the same may be revised from time to time.”
- 3 The Association and all individual Members of the Association acknowledge that they are subject to the laws, rules and constitutions of
  - ASA South East Region
  - The Amateur Swimming Association, to include the ASA/IOS Code of Ethics
  - British Swimming (in particular its Doping Control Rules and Protocols and Disciplinary Code)
  - FINA, the world governing body for the sport of swimming in all its disciplines

(together “the Governing Body Rules”).

Proposed by Mr Penfold, seconded by Mr E J Lyne.

Declared carried.

B “That Council requests the Executive Committee to review the date of the Annual Council Meeting, and authorises the Committee to amend Rule 8.2 (and Rule 8.5), if necessary”.

Proposed by Mr Penfold, seconded by Mr H H V Wilkinson. Mr Lyne proposed an amendment, to add Rule 12 to the list, which amendment was accepted by the proposer.

Declared carried, as amended.

RESOLVED: That the Rules of the Association be amended as set out above.

## 5 PRESIDENT'S PLATE

The President presented the "Jubilee" Plate, for service to the County Association, to Mr & Mrs K H Adams.

## 6 ELECTION OF PRESIDENT, 2008

RESOLVED: That Mrs J R Hulbert be elected as President for 2008.

(It was noted that Mrs Hulbert would be installed in office as the final business at the meeting of the Executive Committee on 19 December 2007.)

## 7 ELECTION OF OFFICERS

RESOLVED: That the following persons be elected to the offices shown, unopposed:

Hon Secretary	R F Penfold
Hon Treasurer	Mrs M M Felmingham

## 8 ELECTION OF OFFICE HOLDERS

RESOLVED: 1 That the following persons be elected as office holders, unopposed:

Assistant Hon Secretary	Mrs R Large
Hon Secretaries of Committees	
Synchronised Swimming	Mrs J Hulbert
Trophies Hon Secretary	J P Sapey

2 That the Executive Committee be authorised to make appointments to the offices of Championship Hon Secretary, Championships Assistant Hon Secretary, Hon Secretary of the Diving Committee, Hon Secretary of the Masters Committee, Hon Synchronised Swimming Competitions Secretary, Public Relations Officer, Swimming Officials Organiser and Water Polo Manager, for which no nominations had been received.

## 9 ELECTION OF 12 MEMBERS TO SERVE ON THE EXECUTIVE COMMITTEE

RESOLVED: 1 That the following persons be elected to serve on the Executive Committee, unopposed:

Mrs E M Adams	Amersham SC
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N J R Brand  
G Shields  
Mrs S Topchik

Chesham SC  
Bracknell & Wokingham SC  
Slough & Eton Dolphins SC

2 That the Executive Committee be authorised to appoint up to 8 persons to serve as Members of the Committee.

10 APPOINTMENT OF EXAMINER OF ACCOUNTS

RESOLVED: That Mr N Walsh be appointed examiner of accounts for 2008.

11 ANY OTHER BUSINESS

A SURVEY OF CLUBS

Mrs Hulbert circulated forms in connection with the survey of the needs clubs in terms of volunteer development.

B FUND RAISING WORKSHOP

Mrs Hulbert circulated details of the Fund Raising Workshop, promoted jointly by the Association and ASA South East Region.

C TEAM APPAREL FOR MASTERS

Mr Lyne proposed, seconded by Mrs E M Adams, that County polo shirts be sold to members of the Masters' Team at cost, viz £5 each.

Mr Prior, Mrs Large, Mrs Hulbert, Mr F W Timms and Mrs M Stalker spoke to the proposal.

The proposal was put to the vote and declared not carried.

Mr Penfold proposed, seconded by Mrs Stalker, that the Executive Committee further consider the matter. The proposal was carried.

Also present: Ms N Cunningham (Regional Development Officer, ASASER), Ms E Swain (Partnership Swimming Development Officer, Bucks & Milton Keynes).

## 1 ELECTION OF CHAIRMAN

RESOLVED: That Ms S M Harrison be elected Chairman of the meeting.

(Ms Harrison in the Chair)

Arising on the Minutes

## 2 Annual Report

Comments were made as follows:

- a thanking the Regional Director and Regional Development Officer, ASASER;
- b that the 2006 Handbook was not yet ready for publication, which Mr Lyne regretted: he indicated that the 2007 Handbook would be published by the first round of that year's Championships.

RESOLVED: That, subject to audit (or examination), the accounts for the year ended 31 August 2002 be adopted.

The President presented Mrs E M Adams with the President's Consort's Badge.

## PROPOSALS TO CHANGE RULES, CHAMPIONSHIPS' CONDITIONS AND CONDITIONS FOR ESTABLISHING COUNTY RECORDS

No notice had been received of proposals for changes to the Association's Rules, Championships' Conditions and Conditions for Establishing County Records.

2 That a small working party be established to review the Rules and General Championships Conditions and to make proposals for changes to the Annual Council Meeting in 1998.

3 That Messrs K W B Gabriel, E J Lyne, R F Penfold and R G Prior be appointed to serve on the working party referred to resolution 2 above, to be convened by Mr Lyne.

## 5 INSTALLATION OF PRESIDENT FOR 2006

The retiring President indicated that she had enjoyed her year in office, and thanked the Association for electing her. She presented the President's Collar and Badge to Mrs R Large.

The President presented Mrs Lyne with a Past President's Jewel. Mrs Jack presented Mr Lyne with the President's Consort's Badge.

7 INSTALLATION OF PRESIDENT FOR 2004

In the absence of the President elect, it was

RESOLVED: That the installation of the President for 2004 be deferred to the next meeting of the Executive Committee.

5 INSTALLATION OF PRESIDENT FOR 2006

The retiring President indicated that she had enjoyed her year in office, and thanked the Association for electing her. She presented the President's Chain and Badge to Mrs R Large.

The President presented Mrs Lyne with a Past President's Jewel.

9 ASA SOUTH EAST REGION

The Hon Secretary drew attention to the agenda for the Annual Council Meeting of the ASA South East Region. Mr Wilkinson, Mr Lyne and Mrs Adams spoke to the agenda.

13 ANY OTHER BUSINESS

None had been notified.

11 ANY OTHER BUSINESS

There was no other business.