

Berkshire & South Buckinghamshire ASA
(A sub-region of ASA South East Region)

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 17 DECEMBER 2008 AT THE WINDSOR LEISURE CENTRE, STOVELL ROAD, WINDSOR, COMMENCING AT 2000HRS.

Present: Mrs J Hulbert (President), Mrs E M Adams, K H Adams, N J R Brand, Ms J Brown, Mrs S D Green, Mrs J Hopkins, E J Lyne, Mrs M S Lyne, D Mason, G Shields, L Sturgess, P M Tiley, H H V Wilkinson.

Also present: Ms E Karlicka-Cook (Regional Director, ASA South East Region),

Apologies for absence were received from Mrs B Coker, Mrs L M Harrison, Miss S M Harrison, Mrs P A Jack, Mrs R Large, D McCreadie, R F Penfold, K J Rolph, P Tanner, Mrs L Tilson, F W Timms, Mrs S Topchik, Mrs S Westbrook-Burr, Ms C Smith (Swimming & Aquatics Development Officer, Bucks & Milton Keynes)

27 MINUTES

The minutes of the meeting held on 14 October 2008 were agreed and signed by the President as a correct record, subject to the date of the meeting being corrected to read "14 October 2008" and to the addition of the name of D Mason to those sending apologies for absence.

28 MATTERS ARISING ON THE MINUTES

17/4A The President welcomed Ms J Brown to the Committee.

17/4B Chalfont Otters SC, Tilehurst SC and Windsor SC had respectively nominated Mrs S Westbrook-Burr, Ms T Turner and Mr L Sturgess to serve on the Committee. It was suggested that Mr J Rowley (Bracknell & Wokingham SC) and Mr B Pay (Windsor SC) be similarly appointed.

RESOLVED: That Mr B Pay, Mr J Rowley, Mr L Sturgess, Ms T Turner and Mrs S Westbrook-Burr be appointed as members of the Committee.

17/5 It was again agreed to defer the election of the Diving, Masters, Swimming and Synchronised Swimming Committees.

17/6 The Hon Secretary had been alerted to material published on behalf of the Bulmershe Bluesharks SC about a competition which that club was promoting, in June 2009, at the Magnet Centre, Maidenhead. Aside from any other issues about the published material, the Club had named the event as the "Berkshire Open Disability Swimming Championships". Following consultation with the other Officers of the Association, and with their agreement, the Hon Secretary had written on 18 November 2008 to the Club, objecting to the inclusion of the name "Berkshire". The Officers had considered that calling the event the "Berkshire ..." inferred to others that the Association was promoting the event, which was quite evidently not the case. Neither was the Association necessarily endorsing the event. In addition, the Hon Secretary had drawn attention to ASA General Competition Law 408, which regulated the use of the word "Championships".

The Committee approved and confirmed the action of the Officers and further authorised the Officers to lodge a complaint with the asa Judicial Administrator, under Judicial Rule 153, if the Club did not amend the material relating to the event as requested.

17/15B The Development Sub-Group had met Ms C Smith (SADO, Bucks & Milton Keynes) and Mr P Shaw (Oxfordshire & North Bucks ASA) on 11 November 2008, to discuss the proposed County Training Day.

The purpose of the County Training day was to provide the clubs with a number of CPD courses that were required for Swim21 accreditation. The hope was that, by providing the courses over one day in one location, it would be easier for the clubs and their volunteers to attend the courses that they needed. The day was a joint venture with Oxfordshire and North Buckinghamshire to maximise participation and reduce cost for both county partnerships.

At the meeting, Stoke Mandeville Stadium had been agreed upon as the venue due to its central location and cost effectiveness and the provisional date was 11 October 2009.

A questionnaire would be sent out to all clubs to gain an idea of the courses clubs would like provided for them. Clubs were requested to do their best to complete and return the form, as soon as possible.

It was also proposed to run something for the swimmers, such as a Total Swimming event, contemporaneously with the training day. Swimmer selection criteria would have to be put in place to make sure that all clubs are treated as fairly as possible.

Funding from Swim South East was available up to £500 per sub region, specifically to subsidise up to 33 people per sub region for £15 per CPD course that they attend. The balance of the cost will fall to be met by the 2 sub-regions.

29 CORRESPONDENCE

	Date	To/From	Subject
1	24.10.08	Bucks & Milton Keynes Sports Partnership	The New BucksSport Directory
2	29.10.08	Regional Director, ASA South East Region	Changes to the regional bursary scheme for the rest of 2008/9
3	29.10.08	Regional Director, ASA South East Region	Administrative grants, 2008/9 and in the future
4	10.08	Bucks & Milton Keynes Sports Partnership	Education & training Programme, October 2008 – March 2009
5	03.11.08	Regional Office & Finance Administrator, ASA South East Region.	Supply of Long Term Athlete Development booklets
6	07.11.08	Regional Director, ASA South East Region	Readvertisement for Regional Skill Development Coach – Disability Swimming
7	07.11.08	Ms Y Heywood, ASA	Aquaforce Autumn Newsletter
8	12.11.08	Sports Development Manager, Bucks & Milton Keynes Sports Partnership	Sport Unlimited Year 2 Funding – expressions of interest

9	16.11.08	Bucks & Milton Keynes Sports Partnership	November E-news
10	16.11.08	Bucks & Milton Keynes Sports Partnership	Bucks Sport Awards
11	09.12.08	Regional Education Officer, IOS	IOS courses in 2009
12	17.12.08	Ms S Hunt	New secretary for Maidenhead Marlins SC – Nicky Greenberg, Highclere, Shoppenhangers Road, Maidenhead, SL6 2QA; nicky@dowgreenberg.com

30 HON TREASURER'S REPORT

There was no report from the Hon Treasurer.

31 REPORTS OF COMMITTEES

1 General Purposes

There had been no meeting.

2 Swimming

No report.

3 Synchronised Swimming

The Hon Secretary of the Synchronised Swimming Committee reported on the successes of swimmers from Reading Royals SSC at the National Age Group and British Championships. In the Age Groups, the following medals had been achieved: 12 & under figures – bronze and team gold, 13/14 figures – gold and bronze, solo – gold and silver, duet – gold, 15 -17 figures – bronze. The team had taken the bronze medal in the free event at the British Championships.

4 Diving

No report.

5 Masters

A report from the Hon Secretary of the Masters' Committee was circulated at the meeting, advising that the County team had been placed 5th in the ASASER Inter-county masters' competition and were placed 9th in the national competition. The report also indicated that the long course event, due to be held in January 2009, was likely to be cancelled and the short course event at Eton would not be held, as AOE was not available.

32 REPORTS OF OFFICE HOLDERS

1 Public Relations Officer

The Public Relations Officer advised that her e-mail address was madge.lyne@btinternet.com.

2 Swimming Officials' Organiser

The Swimming Officials' Organiser reported that Mr N J R Brand and Ms M King had passed the referee theory examination. The Committee congratulated Mr Brand.

3 Hon Trophies' Secretary

The Hon Trophies' Secretary advised that she had sent letters to holders requesting the return of trophies.

4 Water Polo Manager

No report.

33 SUB-REGIONAL DEVELOPMENT PLAN

The Committee noted that the Association would need to draft a development plan for the period 2009 - 2013, which plan would need to reflect the Region's plan for the same period: it was expected that the Region's aquatic strategy would be finalised in January 2009. The Regional Director, ASA South East Region, indicated that she would like the sub-regional plans really to reflect what the county associations would be able to deliver: she anticipated that there would not be so many targets as in the current operational plan. She aimed to produce a template for sub-regions as a guide/reference and offered to assist the Association with the planning process.

It was suggested that the Development Group meet initially in late February or March, and then consult the affiliated clubs via the website, on a sub-regional strategy. The Group would be augmented with further specialist members, before recommending a plan to the Executive Committee in April 2009.

34 ASA SOUTH EAST REGION

In presenting his apologies for absence, the Hon Secretary had advised that the ASA South East Region Management Board had met on 10 November and 10 December 2008. Most of the business had been "internal" to the Board, although the Board had endorsed the appointment of discipline managers.

The Regional Director presented the ASA South East Region trophies for the top boys and top girls' clubs at the Winter Championships to a representative of Bracknell & Wokingham SC

The Regional Director then spoke to her report, circulated at the meeting, which covered:

- Swim21 update
- Berkshire Return to Swim initiative
- volunteer development and regional bursary scheme
- her liaison with Berkshire local authorities

- a regional staff update

35 RATIFICATION OF COUNTY RECORDS

The submitted claims for a County record, as set out below, were ratified

Sex/Age	Event	Swimmer	Club	Venue	Date	Time
Men	400m SC	A Willis	Bracknell & Wokingham	Haslemere	15.11.08	4:03.64
Girls	100m Backstroke SC	K Willis	Bracknell & Wokingham	Enfield	24.10.08	1:03.05

The Committee corrected the records ascribed to K Willis, for Ladies' and Girls' 100m Breaststroke LC, in Minute 13 of the meeting held on 11 September 2008, to 1:04.36.

36 DATES OF MEETINGS, 2009

RESOLVED: 1 That meetings of the Executive Committee be held as follows in 2008 at venues to be arranged by the Hon Secretary:

Tuesday 10 February	Thursday 25 June	Thursday 17 December
Wednesday 8 April	Wednesday 9 September.	

2 That the Annual Council Meeting be held on Tuesday 14 July.

37 ANY OTHER BUSINESS

- A It was requested that out of date material be removed from the website as promptly as possible.
- B The Committee was reminded that the Association would celebrate its centenary in April 2011. It was agreed that Members would meet prior to the next meeting of the Committee to discuss how the centenary might be marked.

38 INSTALLATION OF PRESIDENT FOR 2009

The retiring President, Mrs J Hulbert, presented the President's Chain and Badge to Mr P M Tiley. The Committee applauded the President on his installation and paid tribute to the immediate Past President. The President presented Mrs Hulbert with a Past President's jewel.

There being no further business, the meeting closed at 2150hrs.