

SUSSEX COUNTY AMATEUR SWIMMING ASSOCIATION

MINUTES OF MANAGEMENT COMMITTEE MEETING

held on Wednesday, 16th January 2008 at County Hall, Lewes.

PRESENT: Mr P McCallum(Chairman), Mrs M Simmonds(President), Mr R Barber (Vice President), Mrs M Tuppen (Secretary), Mr M Elliott (Treasurer), Mr B DeVal (Development Officer), Mr D Rosen (Diving Secretary), Mrs D Pickering (Swimming Secretary), Mrs K Rowells (Water Polo Secretary) Mrs S Paice (Welfare & Child Protection) and elected members Mrs E Hartley, Mrs C Hobbs, Mr J Boniface. Also in attendance Miss N Cunningham (ASA SE RDO)

APOLOGIES: Mrs P Freestone (Masters Swimming Secretary) and Mr A Putland.

Prior to the commencement of business those present observed one minutes silence as a mark of respect to Mrs Maudie Ottaway (Senior Past President) who died in December.

Item No.		Action
1/2008	MINUTES OF MANAGEMENT COMMITTEE held on Wednesday, 14 th November 2007, which had been circulated, were confirmed and signed as a correct record.	
2/2008	MATTERS ARISING FROM MINUTES	
48/39.07	Officials: Chris Hobbs and Ray Barber reported Cost for examinations: Referees £10; Level 1 & 2 Judge & Starter £8. A club or clubs could arrange a Timekeepers course with a maximum of ten candidates at a cost of £25. If two or moiré clubs share the course the cost could be shared between them. It was noted that we would have to hire rooms for courses. This cost and tutor's expenses would be met by county. It was agreed that we should set £500 aside at this stage. This should appear in the Swimming section budget. A follow up meeting is to be held next week.	DP Budget
48/37.3.	Trophies: No further progress at this stage.	MT
49.1.	Re St Bedes: Alan Putland had been in contact and ascertained that we could use St Bedes on the same terms as last year. However, the pool was likely to be closed from the 21 st March to 10 th May for essential work. He had requested disciplines to submit dates that they were unable to use and he would set up a programme.	AP
49.2.	Alex Message: Natalie Cunningham reported that Alex had given birth to a baby girl.. Hon Secretary said she had a card to send from the committee,	
49.4.	Treasurer stated he had not received the £412.50 to date. Hon Secretary to check.	MT
50/07.	Hon Treasurer reported his computer had been repaired and was now in working order.	
52.2.	Diving: David Rosen reported that new boards had been installed at Worthing and they were excellent. The Plain Diving Competition had been held at K2.	
52.3.	Brighton/Bognor electronic timing equipment: It was noted that some new equipment had been purchased at Brighton and Bognor was also now in good working order.	
55.2.	CASC: Ray Barber was thanked for circulating the document. Hon Secretary had not received this, Ray will forward a copy.	RB

55.3.	Dinner Photos: Margaret Simmonds advised that these would now be put on the county website and they could be downloaded if required.	
55.4	SE Region Dinner: Hon Secretary reported this would be held on the 13 th September 2008.	
55.5.	ACM 2008: The date of the 28 th June was agreed for the County ACM.	MT
3/2008	CORRESPONDENCE	
3.1.	From Pauline Freestone re starting equipment and use of strobe light for deaf swimmers. The mail was circulated to the committee. It was reported that the ASA SE Region was looking into this and it was agreed that we should wait to hear their findings before taking further action. Pauline had also raised the question of where to hold the Masters event. Bognor Pool had now been suggested. It was agreed that we should if possible book the pool at Bognor.	
3.2	Constitutions: There had been various e-mails and letters regarding club constitutions following a letter sent out by the Region. The Hon Secretary was liaising with Ray Barber in this matter.	
3.3	From Jo Calvino forwarding UKCC Bursary information.	
3.4	From Helen Beckley regarding County Workforce Development Officers. Natalie will produce a leaflet to go to clubs in an effort to find somebody to fill this role.	
3.5	Copy of e-mail from Regional Director to Glen Cook regarding affiliating a competitive club.	
3.6	Change of Secretary for Beacon SC: Kate Ghosh, Lindenhurst, Ghyll Road, Crowborough, East Sussex TN6 1SU. Tel:01892 653771 or 07774653784 .e-mail: kate.ghosh@btinternet.com	
3.7	Change of Secretary Hailsham SC: Edwina Lucani, 98 Meadowlands Avenue, Hamden Park, Eastbourne, E Sussex BN2 0DY. Tel: 01323 503276. e-mail: e.lucani@tiscali.co.uk	
3.8	From Regional Director sending various documents on the ASASE Regional Strategy for 2009 - 2013	
3.9	From Pauline Freestone advising of her inability to attend meetings because of work, club and family commitments. The committee accepted Pauline's situation but wished her to continue as Masters Secretary. It was agreed that if felt necessary we would accept that Neil Davies would attend in her stead to make a report..	
4/2008	FINANCE	
	The Hon Treasurer circulated a Statement of Accounts from 1 st April 2007 – 31 st December 2007. Whilst reviewing the accounts he made the following comments: <ul style="list-style-type: none"> • The surplus on the Development Galas after refunds was £4563 approximately £300 up on previous year. • He had still not received the £412 96 from ASA nor the amount in connection with accommodation at Sheffield. • He had received £1398 affiliation fees and the second instalment of the Regional administration grant. • Engraving was higher due to repairs and enlargement of plinths with silver bands. He suggested we should allocate extra money next year. • A sum of £2500 (part of an agreed amount of £5,000) had been 	

	<p>paid to the SE Region in connection with the new Sussex Swimming Development Officer and an amount of £500 had been paid to the Sussex Sports Partnership.</p> <ul style="list-style-type: none"> • Whilst on Finance Katrina Rowells (Water Polo Secretary) said that she would like to propose to the Water Polo Committee that the Junior Under 19 League should be played as a tournament at Crowborough, This would avoid young players arriving home very late at night after an away fixture. There would be a need to cover pool cost and referees expenses. The Under 16 League was currently played as a tournament at St Bedes, The committee were in agreement with this proposal and agreed to set aside the sum of £500 to cover the expenses needed. There was also a need for referee and coaches courses in the county. Brian DeVal would speak with Jenny Norvill. <p>The treasurer was thanked for his comprehensive report.</p>	BD
5/2008	<p>DEVELOPMENT Brian DeVal reported:</p> <ul style="list-style-type: none"> • Sussex Swimming Development Officer: Four people had been interviewed (one was a possibility for the position). However there was one further person to interview who had been unable to make the original date. The agreement with Freedom Leisure and the S.E. Region needs to be signed. There is a potential problem with VAT but Freedom Leisure have agreed to cover the cost of VAT should this arise. The document needs a county address and it was agreed that this should be the address of the Hon Secretary. The document would be signed by the Chairman. • The Swimming Committee had agreed to have a personality led day at Roedean for the Junior and Senior Squads. The 30th March had been booked. We have use of the pool, gym and classroom from 9.00am to 4.30pm and the cost for this would be £120. There will also be the cost of the personality. It had been agreed that the swimmers should pay £5 in advance to book a place 	
6/2008	SUB-COMMITTEE MINUTES/REPORTS/MATTERS ARISING	
6.1.	<p>Swimming Committee 12.12.07: The minutes which had been circulated were noted. Matters arising: The President stated that silence had been observed at the commencement of the meeting for Maudie Ottaway and this should appear in the minutes. 53/07: Relay and Development Galas 2008: K2 were not accepting any more bookings for 2008 and the Triangle were not prepared to close their flumes before 6.00pm. To be discussed further at next meeting. 54/07: It had been agreed that the cost of coach passes should remain at £5.00 per pass (Maximum 3 passes per club), These passes are valid for county events during 2008. 55/07: It was noted that the training session in February was the 17th not the 11th.. 61/07: “Time to Listen” Workshop. Sheila Paice reported that this would now be held on the 27th February. 61/07: It was noted that the record applied for by Alex Jameson was not a county record but a SE Region record.</p>	

6.2.	Masters: Brian DeVal reported that the Masters Secretary had attended a Masters Training Session at St Bedes recently and was concerned at the way in which it was being run. The coach was only in attendance for half the time and there was no feedback from the coach who appeared to focus on one or two individuals and nobody else. There was no lifeguard in attendance. It was agreed that the matter should be raised at the next Masters Committee and that the Master's Secretary should be completely in the picture as to the arrangements at these sessions.	
7/2008	S,E. REGION REPORTS	
7.1.	Lis Hartley reported: <ul style="list-style-type: none"> Dates for SE Region Championships: Bagcat Championships K2 31st May/1st June 14th/15th June Youth Championships Aldeshot 3rd/4th May 800m/1500m events will possibly be run at K2 on an evening. <p>Natalie Cunningham reported that there was a SE Management Board Meeting on the next Tuesday.</p>	
7.2	Diving Meeting: David Rosen reported that most of the time was spent discussing the 2009/2013 Plan under the Regional Director's guidance	
8/2008	WELFARE & CHILD PROTECTION	
	Sheila Paice reported that letters had been e-mailed to clubs regarding the "Time to Listen" Workshop. She was allowed 25 people on the workshop and she hoped for a full attendance. The cost of the event to be held at K2 on the 27 th February would be met partly by the Region and partly by the County.	
9/2008	ANY OTHER BUSINESS	
9.1.	The Chairman reminded those present that we needed a nomination by May for a Vice President who would take office as President in June 2009.	
9.2.	The Treasurer proposed that every member of the Management Committee should have an authorised expenditure of £100 in their own right, without reference to the Treasurer. Agreed,	
9.3.	Ray Barber asked if there was a Dinner budget. The Treasurer said he would e-mail information to Ray.	ME
9.4.	Katrina Rowells requested guidance on the fees for the Water Polo Leagues and Knock Out events. It was agreed to ascertain the fees last charged and general opinion was that they should remain the same for this year.	
9.5.	Chris Hobbs advised that Janice White had passed the Referees examination. It was agreed a letter of congratulation be sent.	
9.6.	David Rosen asked for the name of the Webmaster as he could not get mail through using this title. Secretary advised that there should not be a problem using – Webmaster@sussexswimming.org.	
9.7.	Chris Hobbs reported that a meeting had been arranged at K2 for officials and this would include officiating at disability events. It was agreed that if any officials from Sussex attended the County would pay the £12 fee and meet any reasonable expenses incurred.	MT
9.8.	ASA Club and County Conference: It was noted that Deedee Pickering	

	and Brian DeVal would be attending this event.	
	There being no further business the meeting closed with a vote of thanks to the chair and to Brian DeVal for arranging refreshments.	

Signed..... Dated