

**SUSSEX COUNTY AMATEUR SWIMMING ASSOCIATION**

**MINUTES OF MANAGEMENT COMMITTEE MEETING**

held on Wednesday, 16<sup>th</sup> March 2011 at 18.45hrs in the Committee Room, County Hall, Lewes.

**PRESENT:** Mr P McCallum (Chairman), Mr B DeVal (Vice President & Development Secretary), Mrs M Tuppen (Secretary), Mr M Elliott (Treasurer), Mr D Rosen (Diving Secretary), Mr M Savill (Masters Secretary), Mrs D Pickering (Swimming Secretary), Mr R Miller (Open Water Secretary) and elected members Mrs E Hartley, Mrs C Hobbs, Mrs G Buck and Mr A Putland.

**ALSO IN ATTENDANCE:** Mr Keith Sutton, Regional Director, ASA South East Region.

**APOLOGIES:** Mrs J White (President) .Dr R Edmondson (Water Polo Secretary). Miss N Cunningham (Aquatics Officer)

Prior to the commencement of business the Chairman welcomed Keith Sutton to the meeting and also expressed the pleasure of the committee at having Rod Miller present at this meeting.

<b>Item No.</b>		<b>Action</b>
<b>39/2011</b>	<b>MINUTES OF MANAGEMENT COMMITTEE</b> held on 19 <sup>th</sup> January 2011, which had been circulated, were signed as a correct record.	
<b>40/2011</b>	<b>MATTERS ARISING</b>	
8/2011	Trophies: Hon Secretary reported that the Silversmith had quoted an approximate figure of £150 each to delete and re-engrave the trophies. It was agreed to accept this approximate estimate and should there be any additional amount this could be worked in with future engraving. Hon Secretary to circulate to the committee a list of championship events currently without trophies to enable suggestions to be put forward for the allocation of these trophies. Treasurer requested that the Silversmith invoice the county for the four trophies at £150 each in this financial year. Hon Secretary to make this request.	<b>MT</b>
31/2010	CPD Day: The Chairman stated that this had been an excellent day and extended thanks to Chris and Deedee. Deedee advised that there were two types of certificate. One was free if you did not want points to go towards Swim 21. If you wanted the points to count the cost would be £3.85 each. It was suggested that the County might pay the £3.85 and Deedee reported that there were only a small number who had requested this certificate. It was agreed to order for those who had asked for this certificate and the County would meet the cost.	
32.1	Licensing for Officials: Keith Sutton advised that the Region had now agreed to pay for both new licensing and re-licensing. It was thought that we should be able to re-claim the £10 for anybody who had paid this amount since the 17 <sup>th</sup> September from the ASA. Deedee would now not need to hold a float.	
33.11	Brian DeVal reported that the Development Plan was on the website for comments. He would be visiting one club as a result of this exercise. Tim Hartley had met with Andrew Dunlop of Atlantis. Paul Blyth of Mid Sussex and Nigel Hitchcock of East Grinstead to discuss the	<b>MT</b>

	possibility of joint training.	
34.1	Registration: Sheila Paice confirmed that she was registered through Atlantis SC/	
37/11	Welfare & Child Protection: Sheila advised that the workshop on the 22 <sup>nd</sup> February had gone well but said that there were some clubs who did not have anybody in attendance. It was understood that the Region would be meeting the cost.	
38.1	Brian DeVal confirmed that because this had been successful he had booked Moira House for 2011.	
<b>41/2011</b>	<b>KEITH SUTTON – ASA SE REGIONAL DIRECTOR</b>	
	<p>Keith Sutton addressed the meeting and commenced by detailing his role as Regional Director. He highlighted objectives for the Region and County and in particular the vision of creating clusters of clubs within the County. He mentioned that they were initially focusing on the Brighton area and had already been in touch with the local authority and management.</p> <p>Questions put to Keith Sutton were answered, including some on water polo and diving. He advised that the first point of contact for information or questions should be Natalie Cunningham.</p> <p>Peter McCallum thanked Keith for his informative talk.</p> <p>The Secretary was asked to let Keith have a list of meeting dates for the Management Committee</p>	MT
<b>42/2011</b>	<b>FINANCE</b>	
	<p>The Treasurer had produced a set of account to the 11<sup>th</sup> March. He stated it was difficult to give a true picture at this time of the year because there was still income to come in and expenditure to go out. He pointed out that the reduction of income on the relay and development events was due to the decision to reduce the entry fee at the door. However he said it did not look as though we were going to make the loss that we had budgeted for and that there should be a surplus.</p> <p>He had not produced accounts for diving, masters and water polo because there had been no change since he produced the last accounts.</p> <p>It was proposed that the following gratuities should be paid to assist with travelling expenses etc.</p> <p>Brian Smith £100 together with six bottles of wine.</p> <p>Peter Morris (Webmaster) £100.</p> <p>Graphic Designer £100.</p> <p>John Ottaway £100.</p> <p>Nigel Carrucan and Time Hartley (County coaches) £100 each.</p> <p>James Nock and Andy Lobley who had assisted at county training to be given a white County polo shirt.</p> <p>The Management Committee agreed to the above proposals.</p> <p>Davis Rosen reported that Hilary Brame had claimed her expenses.</p>	
<b>43/2011</b>	<b>DEVELOPMENT</b>	
43.1.	Brian DeVal reported: Eight clubs had booked a lane at K2 (originally booked for Long	

	Distance) offered by the County at £20 per lane for 2 hours. It had been a successful session and clubs had asked if it could be repeated.	
43.2	It was mentioned that the alternative 800m and 1500m Freestyle events were being swum at the events currently being held at Sheffield. Did this mean that we should not have cancelled these. It was believed that they were programmed in because they were included in an international event coming up. It was thought unlikely they would be included in the future. Brian DeVal would check.	
43.3	Fans of Sussex Swimming: Brian stated that to date 49 parents had signed up for e-mail contact.	
43.4	Currently two clubs had requested to hold the County roadshow on a club evening, namely Atlantis and Shiverers. Brian hoped to have more before September	
43.5	Brian stated that Shiverers were planning to hold a 9yr old Relay Gala to which Sussex Clubs were invited. Details were on Shiverers website.	
<b>44/2011</b>	<b>CORRESPONDENCE</b>	
44.1	From Derek Fowlie, Shiverers SC. who had sent a formal complaint about the regulations posted on the county website for the Age Groups and Championships. Mr Fowlie stated that he did not consider that posting explanatory notes on the website was the best method of answering the complaint. He then detailed some new issues that had arisen. The chairman agreed to respond to Mr. Fowlie.	<b>PM</b>
44.2	From Michelle Collier regarding Active Sport and Facebook. Circulated to clubs. Further e-mail regarding Facebook and also Sussex Sports Awards,	
44.3	A number of e-mails had been received and dealt with or will be referred to the Swimming Committee.	
<b>45/2011</b>	<b>SUB-COMMITTEE MINUTS AND REPORTS</b>	
45.1	<b>Masters Committee – 24.01.11:</b> The minutes, which had been circulated were noted. Matters arising: Budget: The Treasurer reported that he had put in a figure of £450 for the budget.	
45.2	<b>Water Polo Committee: - 31.01.11:</b> The minutes which had been circulated were noted. Matters arising: 3/2011: re-grant for Wesley Connellan: The Treasurer stated that he had not received a formal application for assistance. The Committee would need to receive this and to know what assistance he was receiving from his club.	
45.3	<b>Swimming Committee – 01.01.11:</b> The minutes, which had been circulated were noted. There were no matters arising.	
45.4	<b>Diving Committee – 07.02.11:</b> The minutes which had been circulated were noted. Matters arising 5.11: David Rosen reported that he had not yet received a response with regard to the list of events for the Novices competition.	
45.5	<b>Open Water:</b> Rod Miller circulated a comprehensive report for Open Water Swimming. This gave dates for the Open Water events in Sussex and it was noted that entry forms are available on the County	

	and Club websites. Rod was thanked for his report.	
<b>46/2011</b>	<b>S/E /REGION REPORTS</b>	
	Nothing to report.	
<b>47/2011</b>	<b>WELFARE &amp; CHILD PROTECTION</b>	
	Nothing further to report at this time.	
<b>48/2011</b>	<b>ANY OTHER BUSINESS</b>	
48.1	The Treasurer reported that a coach who had been due to attend the recent training Camp at Crystal Palace and whose accommodation had been booked and paid for, had withdrawn at the last minute as his club stated they could not release him from a training session. After discussion it was agreed the Treasurer would write to the club seeking reimbursement of the amount paid.	<b>ME</b>
48.2	Nicholas Cole: It was noted with pleasure that Nicholas Cole had won a gold medal in the 100m Freestyle at a National Disability event. Congratulations were extended to Nicholas on his achievement.	<b>DP</b>
48.3	Lis Hartley reported that Disability swimmer Zoe Cain had suffered health problems and three weeks after an operation still had stitches in her head.	
48.4	Brian DeVal reported that the cost of Dinner on 24 <sup>th</sup> September would be £26 plus VAT. It was agreed that we should charge £30. Note this would include half a bottle of wine per person. (1 bottle for two people will be on table).	
48.5	Posters: Brian DeVal produced some sample posters which were being produced and which covered swimming, diving and water polo.	
	There being no further business the meeting closed with a vote of thanks to the chair and to Brian for arranging refreshments.	

Signed.....(Chairman)      dated.....