

SUSSEX COUNTY AMATEUR SWIMMING ASSOCIATION

MINUTES OF MANAGEMENT COMMITTEE MEETING

Held on Wednesday 12th September 2012 at 18.45hrs at County Hall, Lewes.

PRESENT: Mr P McCallum (Chairman), Mrs G Buck (President), Mr M Savill (Vice President), Mrs M Tuppen (Secretary), Mr M Elliott (Treasurer), Mr B DeVal (Development Secretary), Mr D Rosen (Diving Secretary), Mr C Luesley (Masters Secretary), Mrs D Pickering (Swimming Secretary), Mrs C Hobbs (Welfare & Child Protection) and elected members Mrs E Hartley, Mr A Putland, Mr A Rigg, Mr P Williams.

APOLOGIES: Dr R.Edmondson (Water Polo Secretary), Mr I Horsfall-Turner (Open Water Secretary).

Prior to the commencement of business the Chairman welcomed Chris Luesley and Andrew Rigg to their first meeting.

Item No.		Action
16/2012	MINUTES OF MANAGEMENT COMMITTEE held on 11 th July 2012, which had been circulated, were confirmed and signed as a correct record.	
17/2012	MATTERS ARISING FROM MINUTES	
12/3	David Rosen confirmed that the Skills Novices Competition did take place and Janet Holdstock had been present.	
14/2012	Deedee Pickering confirmed that she would pay the £50 donation for the use of the venue for the Mentoring Course and would claim from the Treasurer.	
15.2	Hon Secretary confirmed that the website had been updated.	
15.4	Dinner: All agreed it was an excellent evening and Glenise was thanked for all the work she had done in organising the event.	
18/2012	FINANCE	
	The Treasurer stated that he had not much to report as very little had been taking place. The Development Training at Christ's Hospital received income from the swimmers at £2 per head, with the cost to the county being £114. Interest was higher than budget as interest from our two year investment had been paid annually. The Treasurer also said that engraving appeared to be back to normal following last years higher expenditure. Brian DeVal reported that Atlantis SC would pay for the pool hire at Horsham and would then invoice the County.	

	The Hon Secretary raised the question as to what we should charge the swimmers going to Sheffield for their Dinner. They had previously contributed £10 towards the cost and it was agreed not to increase this figure.	
19/2012	BUDGET	
	The Chairman reminded all disciplines that the 1st November was the deadline for budgets to reach the Treasurer. Brian DeVal reported that Water Polo had made a request to increase the number of low level training sessions from 1 to 3. He had written to Keith Sutton to put in a bid for £700 to cover the extra two sessions. David Rosen reported that Diving budget would be dealt with.	BDV DR
20/2012	DEVELOPMENT	
	Brian DeVal stated that there was nothing in particular to report. Planning for the Elite Training day, at Moira House, was currently taking place.	
21/2012	CORRESPONDENCE	
21.1	From ASA S.E. Region requesting to be advised of the amount the County would be setting for their affiliation fee for 2013. After a discussion it was agreed that the amount should be raised to 75p for Category 1 and 2 only. This fee will be collected by the ASA and forwarded on to the County.	MT
21.2	Secretary to advise Region and clubs.	
21.3	From ASA S.E. Region enclosing documents for the Annual Council Meeting.	
21.4	From ASA Events – various documents relating to the National County Team Championships, at Sheffield. Letter from ASA S.E. Region Director, Keith Sutton, dated 30th July, which had been circulated. This related to the funding of office support from the Region to clubs for the year 2012/13. The Treasurer stated that he had contacted Keith Sutton requesting more detailed information but had received only a brief reply. He stated that the information was insufficient for the Management Committee to arrive at a decision and therefore it was agreed to defer the matter until the next meeting. Following a question from Phil Williams the Treasurer stated that he had tried to introduce the concept of Financial Planning previously but had received little support within the Management Committee.. He went on to say that this was the first year that we were running in a loss making position. Whilst it was not serious this year we cannot carry on year	

	after year in this situation. It was agreed that a Finance Working Group should be formed to review the situation and the following members of the Management Committee agreed to form this Working Group - Phil Williams, Alan Putland and Brian DeVal, together with the Hon Treasurer. The Hon Treasurer would call a meeting between the 1st and 21st November with the following objectives:- To look at base costs and project these forward. Decide where we are in difficulty and what action we should take to cut budgets. Report back to this Committee with recommendations.	ME
22/2012	SUB COMMITTEE MINUTES/REPORTS	
22.1	Water Polo (18.07.11). The Minutes had been circulated. Matters arising:- It was reported that Kim Collings would be assisting with a view to taking over. 20/2012. Item 6. The Treasurer stated that the content of this minute was totally incorrect. He stated that it bore no relation to what he had said and requested that the minute be rejected. It was agreed that this be referred back to the Water Polo Committee.	MT
22.2	Diving (23.07.12). The minutes which had been circulated were noted. Matters arising:- David Rosen reported that he was in contact with Hilary and Brenda regarding the pool time for the Championships due to take place on the 22nd November – 3m, at Worthing and 29th November – 1m, at Crawley.	DR
22.3	Swimming (05.09.12) The minutes which had been circulated, were noted. Matters arising:- Budget: The Committee had recommended that the fees for the Counties in Feb/March should remain the same, but recommended an increase of entry fees for County swimming events in the financial year 2013/14 of 25p. The Management Committee were generally in agreement with this but it would be one of the items reviewed by the Finance Working Group.	
22.4	Open Water Swimming. It was reported that the Sussex Championships had taken place and were very successful.	

23/2012	SE REGION REPORTS	
	Nothing to report.	
24/2012	WELFARE / WORKFORCE CO-ORDINATOR	
	Chris Hobbs had nothing specific to report to the meeting.	
25/2012	ANY OTHER BUSINESS	
25.1	Andrew Rigg reported that John Herbert, the Chairman of East Grinstead SC, had recently died.	
25.2	The Hon Secretary reported that John Ottaway had been moved from hospital to a Nursing home in Peacehaven and had settled in well. Visitors were welcome but it is advisable to ring to ensure that it is convenient.	
25.3	Jim Boniface: Alan Putland reported that he had not seen Jim recently and had not received any further update.	
25.4	Phil Williams queried when the GP Committee were likely to be looking into the subject of The Structure of our Organisation, which was raised at the ACM. A meeting possibly during the months January to March was suggested.	
	There being no further business the meeting closed with a vote of thanks to the chair and to Brian for the refreshments, at 20.50hrs.	

Signed..... Chairman

Dated