

Hertfordshire ASA
Minutes of the Annual Council Meeting
3rd July 2012 – Welwyn Civic Centre

Present:

Officers

Mr Derek Milton	Chairman, Past President and Workforce Development Manager
Mr Grant Chivers	Finance Officer (Hitchin SC)
Mrs Sheila Mackenzie	Association Secretary and Past President

Management Board Members

Mr Mark Horrod	Dacorum Borough Swim Squad
Mr Philip Jackson	Harpenden SC
Mr Ian Mackenzie	Past President
Mr Bryan Thompson	Swimming Manager and Harpenden SC

Past Presidents

Mr Stan Freeman
Mrs Karen Huckle
Mr George Kent
Mrs Barbara Scorer
Mr R Fred Strong
Mr Geoff Wood

Delegates

Mr Ian Bays (Potters Bar SC)
Mr Charles Dainton (President)
Ms Janet Gardiner (Verulam SC)
Mrs Sandra Hagley-King (Hoddesdon SC)
Mrs Karen Lawson (Potters Bar SC)

Also present:

Mrs Rita Bowell	Buntingford SC
Mrs Lee Freeman	
Mr Richard Moody	Buntingford SC

Apologies:

Mr Mick Boon	Past President
Mrs Jean Cook	Past President and Board Member
Mrs Jane Evans	Past President and Board member
Mr Craig Hunter	Past President and Board Member
Mrs Nell Stinton	Past President
Mrs Helen Tovey	Past President
Mr Ian Watson	Past President and Water Polo Manager
Mr Glen Williams	Broxbourne SC
Mrs Sheila Williams	Broxbourne SC
Bushey ASC	
City of St Albans SC	
Ware SC	
Watford WPC	
Welwyn Garden SC	

12/1 Welcome

- 12/1.1 Derek Milton welcomed everyone to the meeting and introduced the officers.
- 12/1.2 Derek Milton paid tribute to Alan Bowell, Past President of Hertfordshire Amateur Swimming Association, who died in December 2011. There was a period of silence.
- 12/1.3 Derek Milton also reminded everyone of the correct procedures for the conduct of the Council, and confirmed that there was a quorum.

12/2 Apologies

- 12/2.1 Apologies were received as shown above.

12/3 Minutes of the Annual Council Meeting held on 5th July, 2011

12/3.1 The minutes of the Annual Council Meeting on 5th July, 2011 were accepted as a true record.

12/4 Matters arising from the minutes

12/4.1 SM reported that Bushey ASC, in sending apologies for this year, had commented that their apologies had not been recorded for the 2011 Annual Council Meeting.

12.4.2 No other matters were raised.

12/5 Annual report 2011-12

12/5.1 Copies of the annual report had been distributed, and the report was considered at this point.

12/5.2 Derek Milton commented that, in the General section, Ian Mackenzie's significant work in facilitating the Forums, was hugely understated.

12/5.3 Diving: Fred Strong asked why there was no report from Diving, and Sheila Mackenzie said that there had been no response to her request for a report. She also confirmed that Diving was however active – this in response to a question from Stan Freeman as to whether the discipline was functioning in the County.

12/5.4 Workforce Development: Derek Milton advised the meeting that the Conference has been deferred until next year because of difficulties in booking a venue.

In reply to a question from Stan Freeman about the name change from Education to Workforce Development, Ian Mackenzie explained this reflected the change in the role of this committee.

12/5.5 Competitive Swimming: Ian Mackenzie congratulated the Swimming Manager, Bryan Thompson, on the good, positive report, which contained data, graphics and photographs.

12/5.6 Water Polo: Stan Freeman expressed disappointment that no-one was prepared to get involved in the work of the water polo committee.

12/5.7 Derek Milton thanked Sheila Mackenzie for compiling the report

12/5.8 The annual report was accepted.

12/6 Financial report

12/6.1 A Summary of Accounts for the period 1st April, 2011 – 31st March, 2012 was provided by the Finance Officer, Grant Chivers, who commented on some of the details.

12/6.2 Capitation fees, due as at 1.1.12, payable by 31.3.12, were not received from the ASA until after the year end. Last year the capitation fees were received before the year end, and therefore the accounts show a deficit of £16,000, whereas the deficit is only around £3,500.

12/6.3 Grant Chivers confirmed to Fred Strong that the accounts were being inspected.

12/6.4 Stan Freeman asked whether details of the accounts for individual disciplines were available. Sheila Mackenzie will send Stan Freeman a copy.

12/6.5 Derek Milton thanked Grant Chivers for preparing the accounts.

12/6.6 The accounts were accepted, subject to the report from the independent financial examiner.

12/7 Alterations to rules and conditions

12/7.1 The following changes to the rules, as proposed by the Management Board, were agreed:-
The changes are shown in bold.

22.1.1 The Management Board shall meet as often as it deems necessary for the good governance of the Association, but not less than **four** times per year. The Chairman of the Management Board and the Association Secretary shall have the discretion to call further meetings of the board if they consider it to be in the interests of the Association.

16.5.7 the county welfare officer for a term of **three** years

16.5.8 the trophies officer for a term of **three** years

Derek Milton proposed that the above terms of office should be implemented directly, since elections for these posts were to be carried out later in the meeting. This was agreed.

12/7.2 The following change in the rules, made by the Management Board since the last ACM, were accepted:-

26 Education Committee This committee has been re-named as the **Workforce Development Committee**.

It was pointed out that all references to Education would therefore be changed, in the constitution, to Workforce Development.

12/7.3 Diving conditions, including the amendments accepted by the Management Board during the year, were provided for noting.

12/7.4 Swimming conditions, including amendments accepted by the Management Board during the year, were provided for noting.

Bryan Thompson, the Swimming Manager, highlighted various points.

12/8 Awards

- 12/8.1 a) Roy Rogers Memorial Trophy – The Roy Rogers Memorial Trophy is awarded annually to the Hertfordshire person, team or club who has made a significant contribution to the sport of swimming.

This year the Roy Rogers Memorial trophy is awarded posthumously to Alan Bowell in recognition his significant contribution to swimming, both at club and county level, over many years. Charles Dainton our county president, presented the trophy to Alan's widow,

- b) Wilkinson Sword – The Wilkinson Sword is awarded annually for achievement in the sport of swimming.

This was not presented this year as no nominations were received.

- c) President's Plate – The President's Plate is awarded annually, at the sole discretion of the president, for conspicuous service to the Hertfordshire ASA.

The recipients this year Marilyn and Derek Hughes. Charles Dainton, our county president, read the citation, and Geoff Wood received the trophy on behalf of Marilyn and Derek.

12/9 Installation of the President for 2012-2013

- 12/9.1 Grant Chivers, the Hertfordshire ASA President for 2012-13, received the chain of office from Charles Dainton. As his first duty as President, Grant presented Charles with his Past President's badge.

12/10 Election of Management Board members

- 12/10.1 No nominations had been received for the vacancies on the Management Board.

- 12/10.2 There is one vacancy for the period to Council 2013, and three vacancies for the period to Council 2014. There are three vacancies for the period to Council 2014.

12/11 Election of officers and managers

- 12/11.1 Voting was not necessary as the number of nominations did not exceed the vacancies available. The following were elected:-

To remain in office until Council 2015

Association Secretary Mrs Sheila Mackenzie

Welfare Officer Mrs Barbara Scorer

Trophies officer Mrs Sheila Mackenzie

- 12/11.2 There is a vacancy for the Water Polo Manager and a Synchronised Swimming Manager , both to serve until Council 2014

12/12 Appointment of an independent financial examiner

- 12/12.1 Bruce Weir ACA was appointed as the independent financial examiner.

- 12/13** The meeting closed at 9.04pm.