

Subject to approval at Annual Council Meeting 2014

Hertfordshire ASA
Minutes of the Annual Council Meeting
8th July 2013 – Welwyn Civic Centre

Present:

Officers

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

Management Board Members

Mrs Jean Cook	Past President
Mr Ian Mackenzie	Past President
Mr Bryan Thompson	Swimming Manager

President Elect

Mr Chris Sage

Past Presidents

Mrs Karen Huckle
Mr George Kent
Mrs Barbara Scorer

Delegates

Mr Ian Bays (Potters Bar SC)
Mrs Sandra Hagley-King (Hoddesdon SC)
Mrs Karen Lawson (Potters Bar SC)
Mrs Caroline Shermer (Bushey ASC)
Mr Stuart Smith (Welwyn Garden SC)

Discipline Managers

Miss Amy Bryant	Synchronised Swimming Manager
Mr Stephen Cook	Water Polo Manager

Also present:

Mr Steve Chambers	Watford WPC
Mr Drago Dundjerovic	Watford WPC

Apologies:

Mr Keith Brown	Hatfield SC
Mrs Kim Brown	Hatfield SC
Miss Alex Belson	Diving Manager
Mrs Jane Evans	Past President
Mr Stan Freeman	Past President
Mr Mark Horrod	Management Board Member
Mr Craig Hunter	Past President
Mrs Rosemary Nodder	Past President
Mr R Fred Strong	Past President
Mrs Ruth Waller	Past President
Mr Ian Watson	Past President
Dacorum Borough Swim Squad	
Hemel Hempstead SC	
Potters Bar Synchronised SC	
Verulam ASC	

13/1 Welcome

- 13/1.1 The Chairman, Derek Milton, welcomed everyone to the meeting and introduced the officers.
13/1.2 The Chairman reminded everyone of the correct procedures for the conduct of the Council, and confirmed that there was a quorum.

13/2 Apologies

- 13/2.1 Apologies were received as shown above.

13/3 Minutes of the Annual Council Meeting held on 3rd July, 2012

- 13/3.1 The minutes of the Annual Council Meeting on 3rd July, 2012 were accepted as a true record.

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13/4 Matters arising from the minutes

13/4.1 None

13/5 Annual Report 2012-13

13/5.1 Copies of the Annual Report had been distributed, and the report was considered at this point.

13/5.2 In the General section, Chairman highlighted the shortage of members on the Management Board.

13/5.3 Steve Cook commented that, in the President's Addendum, seventh paragraph, the final of the knockout water polo competition was at Bedford, not Dunstable.

13/5.4 The Chairman thanked the Association Secretary for compiling the report.

13/5.5 The Annual Report was accepted.

13/6 Financial report

13/6.1 A Summary of Accounts for the period 1st April, 2012 – 31st March, 2013 was provided by the Finance Officer, Grant Chivers, who commented on some of the details.

13/6.2 In comparison with the previous year, assets were up slightly and liabilities greatly reduced. The working balance was up by around £29,000.

13/6.3 Liabilities were greatly reduced this year as bills for the Swimming Championships, held in March, were paid within the financial year, whereas they were unpaid at 31st March in the previous year. The monies for the ASA capitation fees had also been received this financial year in respect of both this year and the previous year.

13/6.4 The county is solvent, but it was disappointing that very few claims were being received from the available money earmarked for development.

13/6.5 The breakdown by activity was a fair representation, other than for swimming. The loss there was only due to the paying off of the liabilities from the previous year.

13/6.6 Steve Cook enquired why the income from water polo was zero. The Finance Officer advised that it was in the previous year's figures.

13/6.7 The accounts had been inspected.

13/6.8 The Chairman thanked the Finance Officer for preparing the accounts.

13/6.9 The accounts were accepted.

13/7 Alterations to rules and conditions

13/7.1 The following proposal, from the Management Board, for an amendment to the constitution, was agreed:-

The formation of a standing committee for disability swimming.

13/7.2 Following the agreement to form a disability swimming committee, as in Minute 13/7.1, the following required additions, shown in bold italics, were also agreed:-

23 STANDING COMMITTEES

23.1 The Standing Committees shall be:

23.1.1 The committees for the disciplines of ***disability swimming***, diving, swimming, synchronised swimming and water polo;

23.1.2 The Workforce Development Committee.

24 APPOINTMENT OF COMMITTEES

24.2 The discipline committees shall be comprised as follows:

24.2.1 ***Disability Swimming Committee: The disability swimming manager, together with a maximum of five other members, who shall normally be elected to serve for a three year period;***

24.2.2 Diving Committee: The diving manager, together with a maximum of five other members, who shall normally be elected to serve for a three-year period;

24.2.3 Swimming Committee: The swimming manager, together with a maximum of ten other members, who shall normally be elected to serve for a three-year period;

24.2.4 Synchronised Swimming Committee: The synchronised swimming manager, together with a maximum of five other members, who shall normally be elected to serve for a three-year period;

24.2.5 Water Polo Committee: The water polo manager, together with a maximum of five other members, who shall normally be elected to serve for a three-year period.

25 DISCIPLINE COMMITTEES

25.1 Preamble

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Where [*discipline*] appears in this rule, the appropriate discipline title should be inserted, i.e. **disability swimming**, diving, swimming, synchronised swimming or water polo – appropriately amended, e.g. swimmer, diver, player, etc.

13/7.3 The Chairman stated that usually agreed changes would come into effect after Council, but asked for agreement from the members for the immediate implementation of the changes, so that there could be an election for the disability swimming manager. This was agreed.

13/7.4 Members of Council were advised that the conditions for the following competitions have been amended during the year and appear on the website

Diving	-	Age Groups
Diving	-	Masters
Diving	-	Synchronised Diving
Open Water	-	Championships
Swimming	-	Championships
Swimming	-	Development/Novice meet

13/8 Awards

13/8.1 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 to Drago Dundjerovic in recognition his significant contribution to water polo, both at club, county and national level, over many years. The President, Grant Chivers, read the citation and presented the trophy to Drago.

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

This year the Wilkinson Sword is awarded to Adam Brown who was a member of Team GB in the London 2012 Olympic Games. As Adam is currently training in America, the award was received on his behalf by Barbara Scorer, Chairman of Hatfield SC, Adam's club.

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 recipient this year is Bryan Thompson for his dedicated and innovative work for competitive swimming in the county. The President presented the plate to Bryan.

13/9 Installation of the President for 2013-2014

13/9.1 Chris Sage, the Hertfordshire ASA President for 2013-14, received the chain of office from Grant Chivers. As his first duty as President, Chris presented Grant with his Past President's badge.

13/10 Election of Management Board members

13/10.1 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

Mr Ian Mackenzie (Hoddesdon SC) Ratified, following co-option after election was omitted at last Council.

To remain in office until Council 2016

Mrs Jean Cook (Hitchin SC)

Mr Bryan Thompson (HarpendenSC)

13/10.2 There are three vacancies for the period to Council 2014, and three vacancies for the period to Council 2015. There are two vacancies for the period to Council 2016.

13/11 Election of officers and managers

13/11.1 The Chairman proposed an amendment for the terms of office for the disability manager, the synchronised swimming manager and the water polo manager. On the agenda the term was shown to end in 2014, as for all the managers. This would mean that all the managers would come to the end of their term in 2014. The proposal was that the term for those elected at this Council should be until 2016 to provide more continuity. The term was agreed as to 2016.

13/11.2 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 2016

Disability Swimming Manager

Mrs Janet Warrington (HoddesdonSC)

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Synchronised Swimming Manager

Miss Amy Bryant (Aqualina SSC)

Water Polo Manager

Mr Stephen Cook (Hitchin SC)

13/11.3 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 2016

Chairman Mr Derek Milton

13/12 Appointment of an independent financial examiner

13/12.1 Bruce Weir ACA was appointed as the independent financial examiner.

13/13 The meeting closed at 8.48pm, with thanks to those who attended.