

Hertfordshire ASA

Minutes of the Club Development Group meeting

13th September 2017– Civic Centre, Welwyn

Present:

Karen Huckle (KH)	
Sheila Mackenzie (SM)	County Secretary
Ian Mackenzie (IM)	
Ian Bays (IB)	President
Helena Pretious-White (HPW)	
Jonathan Pope (JP)	

		Action
17/22	Welcome	
17/22.1	Ian Mackenzie advised those present that he had convened the meeting as there is currently no CDG manager. Karen Lawson had resigned, as the manager, at the Annual Council Meeting. She also no longer wishes to be a member of the committee.	
17/23	Apologies	
17/23.1	Jean Cook, Shirley Burns and Nicola Rix	
17/24	Declaration of conflicts of interest	
17/24.1	There were no 'conflicts of interest' identified.	
17/25	Minutes of the meeting on 25th January 2017	
17/25.1	Minutes of the last meeting were agreed as true and correct.	
17/26	Matters arising	
17/26.1	There were none.	
17/27	Correspondence	
17/27.1	JP reported that a timekeeper course had been delivered without the correct process being actioned. That was dealt with, but the volunteer did the same thing again. It was corrected at the last minute, with the assistance of the presenter and the club officers.	
17/27.2	IM reported that he had received a request from a club for funding for development, if it was still available. It was decided to re-advertise the funding that is available at the Club Forum next week.	
17/27.3	The purchase of two backstroke ledges was discussed to assist with our development camps. The suggestion is to be referred to the Swimming Committee for their view.	IM
17/28	Funding for courses etc.	
17/28.1	Only three clubs have claimed funding for courses. All three have been reimbursed.	
17/29	Development/Budget Plan 2017/18	
17/29.1	JP feels that the planned officials numbers are achievable.	
17/29.2	Most of the plan is based around the county's Development	

Minutes subject to approval at the next CDG meeting

	Weekend.	
17/30	SwimMark	
17/30.1	This is the new branding of swim21.	
17/30.2	Hatfield has achieved the Performance SwimMark and is the first club to achieve it, nationally, without being based at a 50m pool.	
17.30.3	IM to check with the regional team if the clubs have been advised.	IM
17.30.4	Dacorum Diving Club have started the process	
17/31	Regional Club Development Group	
17/31.1	The meeting on 19 th June, was attended by JP by Skype.	
17/31.2	There was nothing of significance for this meeting.	
17/32	Herts ASA Development Weekend 2018	
17/32.1	Will take place 24 th /25 th February 2018	
17/32.2	The Disability committee has already dealt with their side of the weekend including organising a motivational speaker, the cost of which will be picked up by the region.	
17/32.3	JP confirmed that the Officials courses to be organised similar to last year.	
17/32.4	SM to run Guide to Refereeing course. Only for JL2S. Only starters and above can referee a level four licensed meet.	
17/32.5	IM gave everyone a copy of the suggested CPDs and sessions for the weekend, including Team Manager courses, Time to Listen, Safeguarding, Nutrition and Drug awareness sessions. There is also going to be a Helpers Course for swimming and an additional Helpers Course for Synchronised Swimming. These were arrived at following a feedback survey.	
17/32.6	Kevin Pickard and the rest of the regional team will give us support.	
17/32.7	The disciplines may organise their own development at other suitable venues that weekend. IM will contact the managers.	IM
17/32.8	IM to draw up a schedule, which needs early advertisement. Facebook and Twitter to be used to widen approach as well as approaches via the quartiles.	IM
17/32.9	The November meeting will finalise programme and ensure Everbrite booking can be used.	
17/32.10	The Region will support the County with £500 plus further monies for the Helpers courses and the Disability session. Pool hire will have to be paid for.	
17/33	Quartiles reports	
17/33.1	There were no reports	
17/33.2	Karen Huckle will take over the quartile which Karen Lawson covered. KH will make the contact with KL to do the handover.	KLH
17/34	AOB	
17/34.1	Kevin Pickard has been employed by the Region as the Swimming Talent Officer.	
17/35	Date of next meeting	
17/35.1	To be decided by Doodle	