

Minutes subject to approval at the next MB meeting

**Hertfordshire ASA**  
**Minutes of the Management Board Meeting**  
**12<sup>th</sup> October 2017 – Welwyn Parish Centre**

Present:

Board members

Mrs Jean Cook (JC)	Chairman
Mr Murray Devine (MD)	
Mr Simon Lever (SL)	Finance Officer
Mrs Jackie Harvey (JH)	
Mr Graham Huggett (GH)	
Mr Ian Mackenzie (IM)	
Mrs Sheila Mackenzie (SM)	Association Secretary
Mr Bryan Thompson (BT)	
Mr Marcello Tontodonati (MT)	

Apologies

Mr Ian Bays (IB)	President
Mrs Deborah Huggett (DH)	
Mrs Karen Lawson (KL)	

Also present

Mr Jonathan Lowy (JL)	Water polo manager
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**17/50 Welcome and introduction**

17/50.1 The Chairman, Jean Cook, welcomed everyone.

**17/51 Apologies**

17/51.1 As above

**17/52 Declaration of conflict of interest**

17/52.1 No conflict of interest was declared at this point.

**17/53 Minutes of the meeting on 10<sup>th</sup> July 2017**

17/53.1 The minutes were accepted as a true record.

**17/54 Matters arising from the minutes**

17/54.1 Actions from the previous meeting's minutes are complete, or on-going. There were no matters arising which were not agenda items.

**17/55 Ratification of items agreed, via email, since the last Board meeting**

17/55.1 None

**17/56 Correspondence**

17/56.1 SM had received a letter from the Swim England President, Richard Whitehead. He asked for dates when it would be appropriate for him to attend county competitions, or dates of special events at Hertfordshire clubs, which might be appropriate for him to attend.

17/56.2 Another letter had been received from Ben Roberts, Chairman of Beaumont Diving Academy. The letter covered the same ground as in previous correspondence. SM had replied, re-iterating, yet again, the position of the county.

No county medals had been presented at the regional diving championships, despite the diving manager knowing that the county champions could be identified through this event.

IM reported that progress had since been made. IM had spoken to Roger Page and Chris White at regional diving competition, and IM had obtained an agreement from them that representatives from Dacorum Diving Club would attend the county diving committee in future. They could not attend the scheduled meeting in November, but hoped to attend the January meeting.

17/56.3 The new branding of swim21 as SwimMark was noted. SM has been advised that Bushey ASC has lost

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its SwimMark accreditation.

- 17/56.4 Synchro Combo Cup: A report had been received from Tom Brennan, Synchronised Swimming Manager, on the success of Aqualina Synchronised Swimming Club at the new, national Combo Cup competition in September. All the athletes from Aqualina took part in the competition, many for the first time at national level. The two Aqualina teams, in the 13-18yrs category, won the gold and silver medals, and the Under 12 team came 12<sup>th</sup> out of 21 teams. There is a full report on the website.

**17/57 Finance**

- 17/57.1 A report was received, giving a summary of bank balances as at 30<sup>th</sup> September 2017. There were no questions.
- 17/57.2 SL had received correspondence from Swim England re fraudulent claims, but this was received after the unauthorised payment had been made. Unfortunately, the unauthorised payment will now have to be written off.

**17/58 Management Board Advisory Group (MBAG)**

- 17/58.1 The minutes of the meeting of the MBAG on 29<sup>th</sup> June were received and noted.
- 17/58.2 The minutes of the meeting of the MBAG on 9<sup>th</sup> October were not yet available.

**17/59 Minutes of the standing committees**

- 17/59.1 Disability committee No meetings
- 17/59.2 Diving committee No meetings
- 17/59.3 Swimming committee 22.6.17 Minutes received and noted

List of attendees needs amendment – see apologies

**SM**

Minute S17/20 The issues at the 2017 event were discussed. The 2018 competition will be on May 19<sup>th</sup> to try to avoid clashes with other events.

Minute S17/26 The date should read 2018, not 2017.

**SM**

- 17/59.4 Swimming committee 14.9.17 Meeting cancelled
- 17/59.5 Club Development Group 13.9.17 Minutes received and noted.

Minute 17/27.3 The purchase of backstroke ledges and their potential usefulness for development in the county was briefly considered by the Board. The matter is referred to the swimming committee to provide a recommendation to the Board.

**Swim.  
Cttee.**

- 17/59.6 Water polo committee JL expanded on the short report he had produced in lieu of minutes. There had been a committee meeting in September, but two members of the committee had stepped down, and so only three remained – the manager, Jon Lowy, and Peter Mole and Edna Scott. Rose Younger, whose role on the committee was girls' water polo, has stepped down. Paddock Piranhas WPC is no longer operational, Hitchin are struggling for seniors, and Hatfield have no juniors. Pool time is an issue at Hitchin and Hertford. Watford continue to forge ahead, and Jon Lowy hopes to work with the Watford coach so that there is better use of resources within the county.  
The need for a Level 1 coaching course – JL to contact Amy Bryant with the request.  
Provision of equipment – JL to submit request to the Management Board for potential funding

**JL**

**17/60 Branding**

- 17/60.1 IM gave a presentation on the new Swim England branding. He informed the Board that the regional Management Board had decided that the region will be known as:-  
  
Swim England  
East Region.
- 17/60.2 There was discussion about the re-branding of the county, and consideration was given to the need to show uniformity with the national governing body, as well as maintaining the county's identity and its hart logo.

- 17/60.3 On a vote, it was the wish of the Board that the county should be known as:-  
Swim England  
Hertfordshire  
and that the hart logo would be retained, with amendment to the wording in the scroll.
- 17/60.4 IM will advise Swim England of the decision, and seek to facilitate this.
- 17/60.5 The launch date of the new county branding is still to be decided, as it needs to fit in with the regional launch, and consideration needs to be given to the timeline requirements for alterations to the regional and county websites.
- 17/61 County colours and pins**
- 17/61.1 MD informed the Board that there has been no further progress on the matter as, so far, only swimming and disability had responded to him. MD will chase the other disciplines for their input, and update the Board at its next meeting. **MD**
- 17/62 Wilkinson Sword awards**
- 17/62.1 BT provided information, via presentation slides on potential individual awards. Further investigation will be made. **BT**
- 17/63 Payments to volunteers**
- 17/63.1 There was discussion regarding the payment to coaches, team managers and officials for their attendance on behalf of the county at the inter-county competitions. Payment had been made previously, but it was decided that, in future, payment would only be made to coaches. The swimming committee will be asked to make a recommendation to the Management Board. **Sw. ctee**
- 17/64 Report from the county's representative to ASA East Region**
- 17/64.1 The ASA East Region Management Board met on 17<sup>th</sup> July 2017, by conference call.
- 17/64.2 The Hertfordshire ASA Open Water Swimming Championships took place on 16<sup>th</sup> July 2017, as part of the regional open water championships at Whitlingham Country Park, Norwich. The event was well supported by athletes from Hertfordshire.
- 17/64.3 The ASA East Region Annual Council Meeting took place on 9<sup>th</sup> September. Beaumont Diving Academy sent a representative and apologies were received from Watford SC. There was no attendees or apologies from any other Hertfordshire clubs. The county was represented by Marcello Tontodonati. Ian and Sheila Mackenzie attended as ASA East Region Management Board members  
Marcello Tontodonati became an Elected Member of the ASA East Region Management Board at the meeting.  
Nicola Rix (Ware SC) and Helena Pretious-White (Bishops Stortford SC) were awarded ASA East Region Silver Pins, following nomination by their clubs.
- 17/64.4 The ASA East Region Management Board met, following the Annual Council Meeting, on 9<sup>th</sup> September.  
It was agreed that the region will adopt the trading name of Swim England East Region, and the ASA East Region name and logo will be kept for constitutional purposes.  
There were no other matters requiring reporting to the county. As always, the full minutes can be viewed on the regional website.
- 17/65 Any other business**
- 17/65.1 MT reported that he had been unable to post photographs of the open water championships on the website. The need for a Facebook policy was discussed. The MBAG will discuss this. **MBAG**

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17/65.2 IM reminded the Board that the Hertfordshire ASA Development Weekend will take place on 24<sup>th</sup>/25<sup>th</sup> February 2018. There will be support from the region and its staff.

17/65.3 IM advised the Board that the county had been given ten old laptops by Swim England. Graham Spratt will work on them to provide the county with spare laptops for use in the county.

17/65.4 SL suggested possibly having group licences for software.

**SL**

**1766 Next meeting**

17/66.1 A date for the next meeting of the Hertfordshire ASA Management Board is yet to be confirmed, as bookings for 2018 are not yet possible with Welwyn Parish Council.