

Minutes subject to approval at the next MB meeting

Hertfordshire ASA
Minutes of the Management Board Meeting
19th January 2017 – Welwyn Parish Centre

Present:

Board members

Mrs Jean Cook (JC)	Chairman
Mrs Jackie Harvey (JH)	
Mr Graham Huggett (GH)	
Mrs Karen Lawson (KL)	
Mr Ian Mackenzie (IM)	
Mrs Sheila Mackenzie (SM)	Association Secretary
Mr Bryan Thompson (BT)	

President

Mr Murray Devine (MD)

Apologies received:

Mrs Deborah Huggett (DH)	
Mr Simon Lever (SL)	Finance Officer

17/01 Welcome and introduction

17/01 The Chairman, Jean Cook, welcomed everyone to the first meeting of the year.

17/02 Apologies

17/02.1 Apologies were received as shown above.

17/03 Declaration of conflict of interest

17/03.1 No conflict of interest was declared at this point.

17/04 Minutes of the meeting on 20th October 2016

17/04.1 The minutes were accepted as a true record.

17/05 Matters arising from the minutes

17/05.1 Actions from the previous meeting's minutes are complete.

17/06 Ratification of items agreed, via email, since the last Board meeting

17/06.1 None

17/07 Correspondence

17/07.1 As well as the monthly club update newsletters from ASA East Region, SM reported the correspondence received by the county with regard to the county swimming championships.

17/07.2 SM outlined, in general terms, the issues raised by the protests and complaints received in respect of the county swimming championships, and informed the Board of the current position with regard to a final determination by the Judicial Commissioner. Details of the issues could not be shared.

17/08 Finance

17/08.1 A report was received, giving the bank balances as at 29.12.16.

17/08.2 In the absence of the Finance Officer, IM presented the report, and advised that SL now had access to the bank accounts, and also that SL now had a debit card for the county accounts. SL has contacted the discipline managers to ask for budgets and development plans.

17/09 Diving

17/09.1 A paper had been circulated before the meeting. Two matters needed consideration. One was the

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composition of the county diving committee and, linked to this, the viability of county diving championships. The other matter to be considered was a request for funding for the purchase of equipment.

17/09.2 The diving committee had been temporarily re-established, as required by the county last year, with both diving clubs having representatives on the committee. However, there were still issues between the two clubs, and the committee was now, once again, composed of members from only one of the clubs. The Board decided that, while this continued to be the case, county championships, organised by a county diving committee, will not take place. County championships will only be re-instated when the county committee was composed of representatives for both diving clubs. The diving committee is also suspended again, until both clubs have representatives on the committee. A possible solution would be to have the county champions identified within a regional diving championships, as divers from both clubs would compete in a regional competition. The holding of county championships within regional championships is already in place for the discipline of open water swimming.

17/09.3 Funding had been requested for the purchase of J-pads for scoring at diving competitions. The Board did not agree to this request for funding. In reaching the decision the following points were considered:-

- J-pads are available for diving clubs to hire from ASA East Region and ASA London Region.
- The current J-pad technology is likely to be replaced in the near future.
- In the present committee situation, and, with county competitions not being held, the equipment is not required by the county.
- Funding towards the cost of purchase of equipment is available to swim21 clubs. Beaumont Diving Academy could purchase J-pads for their club, and, if so, would be eligible to apply for this funding.

17/09.4 SM will write to the diving manager to advise her of the Board's decisions.

SM

17/10 Management Board Advisory Group (MBAG)

17/10.1 The MBAG met on 29th December 2016. The notes from that meeting were received and noted.

17/11 Minutes of the standing committees

17/11.1 Disability committee 13.10.16 Minutes received and noted

17/11.2 Diving committee 8.11.16 Minutes received and noted

17/11.3 Swimming committee 10.11.16 An incomplete version of minutes was provided. The complete version of the minutes is available on the website. BT provided information on the county swimming championships which begin this weekend.

17/11.4 Swimming committee 12.1.17 Meeting cancelled

17/11.5 Club Development Group 2.11.16 Minutes received and noted
IM advised that the requirements in minute 16/49 had been changed, and a Level1 coach OR a TM1 is now required for teams competing at the Summer and British Championships.
The next meeting will be on 25.1.17.

17/11.6 Water polo committee 16.10.16 Minutes received and noted
SM will contact the water polo manager to establish why MD, although invited to the meeting, was not given access to the conference call.
IM reported that a Hertfordshire Girls team had taken part in a water polo competition in December in Croydon. The girls wore county shirts and were accompanied by a qualified team manager and a qualified coach.
A table officials' course is being run at Luton next weekend.

SM

17/12 Trophies

17/12.1 The swimming committee had discussed the presentation of county trophies, and made the following recommendation to the Board:-
That the policy followed by the ASA should be replicated in the county, with photos of the trophies appearing on the website, together with a photograph and name of the current winner. History of the winners of each trophy should also be on the website. No trophies will be presented to the athletes. The Board agreed to this recommendation.

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It was noted that pennants, will be presented to the champions and junior champions in the county swimming championships 2017. As in previous years, medals would be presented to the athletes placed first, second and third in each championship and junior championship event.

17/13 Report from the county's representative to ASA East Region

- 17/13.1 The ASA East Region Management Board met on 11th December 2016. There were no matters relating specifically to Hertfordshire. However there were changes to the role titles of regional staff, in that Leanne Brace is now the Regional Development Manager and Amy Bryant is the Regional Development Officer.
- 17/13.2 The ASA East Region Winter Championships took place in 5th/6th November 2016. Hertfordshire athletes were well in evidence in finals, and were among the medallists and champions.
- 17/13.3 GH informed the Board that there was a new regional Masters manager, and also that a newsletter specifically for Masters swimmers was in place.

17/14 Any other business

- 17/14.1 IM provided details of the County Development weekend which will be held on 18th/19th February 2017.
- 17/14.2 IM advised the Board that, from 1st January, the ASA has a new sponsor – TYR. There is also to be rebranding of the Amateur Swimming Association, and, from 3rd April, the ASA will become Swim England. Regions and counties will also be re-branded. The ASA is also working on changes to governance to align with Sport England's and UK Sport's governance pathway. Road shows are planned to provide information on planned changes and their impact on the national governing body and its membership.

17/15 Next meeting

- 17/15.1 The next meeting of the Hertfordshire ASA Management Board will take place on Thursday 27th April 2017 at the Welwyn Parish Centre.