



Swim England Hertfordshire

(County Association of Swim England East Region)

President Mr Tom Brennan

Minutes of the Management Board Meeting

10th October 2019 – Welwyn Parish Centre

Present:

Board members

Mrs Jackie Harvey (JH)	
Mr Simon Lever (SL)	Finance Officer
Mr Ian Mackenzie (IM)	
Mrs Sheila Mackenzie (SM)	Secretary
Mr Jonathan Pope (JP)	
Mr Jonn Sandon (JW)	

Also present:

Mr Thomas Brennan (TB)	President
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19/59 Welcome

19/59.1 In the absence of the Chairman, the Finance Officer took the chair.

19/60 Management Board vacancies

19/60.1 Nomination forms for Management Board member vacancies had been received from Andy Chapman and Nicola Rix. Andy and Nicola were appointed as Management Board members. Their appointments are subject to ratification at the Annual Council Meeting 2020.

19/61 Apologies

19/61.1 Apologies were received from the Chairman, Jean Cook, and from Bryan Thompson. Apologies were also received from new members, Andy Chapman and Nicola Rix. (See Minute 19/60.1)

19/62 Declaration of conflict of interest

19/62.1 No conflict of interest was declared at this point.

19/63 Minutes of the meeting on 4th July 2019

19/63.1 The minutes were accepted as a true record.

19/64 Matters arising from the minutes

19/64.1 Actions are completed, or an agenda item, or as shown below.

19/64.2 Minute 42.2 Audit for GDPR – who needs data, and for what reason. Policies to be put in place about information collected and the length of time the information is retained - *On-going*

MBAG

19/64.3 Minute 19/42.3 Information regarding the roles of members of the Management Board and committee members will be provided on the website - *ongoing*

JC

19/65 Ratification of items agreed, via email, since the last Board meeting

19/65.1 None

19/66 Correspondence

19/66.1 Correspondence had been received from the Diving Manager, Alex Belson, requesting that medals, for a county event, were passed to Derek Beaumont at a regional diving committee meeting. This was done. SM was subsequently advised that the event did take place, as Dacorum Diving Club had another competition on the date arranged for the county event.

Minutes subject to approval at the next Management Board meeting

19/66.2 An invitation had been received by Tom Brennan to attend, as a guest, the Essex County ASA Dinner on 15th November 2019. It was agreed that the county would pay for Karen Brennan to accompany her husband to the dinner.

19/67 Finance

19/67.1 A report was received, giving a summary of bank balances as at 30.9.2019. SL had also updated the June figure.

19/67.2 SL pointed out the addition of an extra line on the spreadsheet to show the balances on the Hertfordshire Aquatics account.

19/67.3 The Swim England Hertfordshire capitation fees for 2020 were confirmed as:-
Category one £3 Category two £3.50 Category three £0

19/68 Management Board Advisory Group (MBAG)

19/68.1 The minutes of the meeting on 2.10.19 were received and noted.

19/69 Minutes of the committees

19/69.1 Club Development Group (CDG): Minutes for the meeting on 9.9.19 were received and noted.

Minute CDG 19/25.3

Recommendation: The county will no longer cover the cost of judges' courses from 1st January 2020,

This was agreed.

19/69.2 Disability committee: No outstanding minutes

19/69.3 Diving committee: Minutes for the meeting on 16.7.19 were received and noted.

Minute D8

Recommendation: Anyone who has won a medal at NAGS should receive county colours.

This was agreed. SM will advise Murray Devine.

SM

Minute D8

Recommendation: Oscar Kae, Maisie Kivlochan, Sam Rudd and Katie Townsend recommended for county colours

This was agreed. SM will advise Murray Devine.

SM

19/69.4 Swimming committee: Minutes for the meeting on 20.6.19 were received and noted.

19/69.5 Swimming committee: Minutes for the meeting on 12.9.19 were received and noted.

Minute 19/24 County colours

Nathan Hughes (Hatfield SC), representing British Swimming at the European Junior Open Water Championships, won gold in the 10k. The committee recommend Nathan for full colours, and that he should be considered for the Wilkinson Sword at the 2020 ACM.

Full colours were agreed, and the suggestion of consideration for the Wilkinson Sword award was noted. SM will advise Murray Devine.

SM

19/69.6 Swimming committee: A list of recommendations for county colours was received, following the swimmers' representation of the county at the National Inter-County Team Championships 2019. It was agreed to present half colours to those swimmers listed. SM will advise Murray Devine. It was suggested that a presentation could be made at the County Swimming Championships in January/February 2020.

SM

19/69.7 Synchronised swimming committee: The minutes of the meeting on 1.10.19 were received and noted.

19/69.7.1 *Minute SS4* **Term of Reference (Review)**

A terms of reference document for the Synchro Specific meeting was distributed in advance of the meeting all present were happy with the content of the document. One point was debated and voted upon unanimously by all present, that being that if any club had more than one representative who wanted to attend, we would welcome them with open arms, however each club present would only be entitled to one vote.

19/69.7.2 SM suggested that in order to maintain a balance of views in discussions, it would be better to limit the extras to one non-voting, optional attendee per club. This was agreed and the terms of reference will be updated accordingly.

SM

19/69.8 Water polo: No committee

19/70 Diving committee

19/70.1 The discipline of diving continues at the two clubs in the county.

19/70.2 A member of the county is also part of the regional diving committee, as Derek Beaumont is a specialist member, but there is currently no county representative on the committee, as the diving manager lives out of the county, and is not able to attend.

19/70.3 Regional events are supported by volunteers from the county, and county athletes compete in these events. The region is proactive in providing development for officials, coaches and athletes.

19/70.4 Over the past couple of years, it has been increasingly difficult for members of the county diving committee to attend county meetings, and the number of members on the committee has also decreased.

19/70.5 The viability of the committee, and of any county championships organised within the county is a cause of concern. In view of this, it was decided that the Swim England Hertfordshire diving committee will be suspended. SM will advise the Diving Manager. The county championships results will be established via the regional championships, as is the case for the disciplines of synchronised swimming and open water.

SM

19/71 President Elect

19/71.1 A President Elect for 2019-2020 is needed. Suggestions for potential candidates will be welcomed by JC.

ALL

19/72 Hertfordshire Aquatics Group

19/72.1 IM gave an update from BT on the project. Regular phone calls and face-to-face meetings are in place.

19/72.2 There is still positivity, and the volunteer advisors are still working towards achieving the best possible, deliverable and sustainable facility, within the financial parameters.

19/73 Report from the Swim England East Region Representative

19/73.1 The Regional Inter-County competition took place 7th July 2019. A team from Swim England Hertfordshire competed at Inspire: Luton Sports Village.

19/73.2 The Swim England Hertfordshire Open Water Championships took place on 21st July 2019 within the regional championships. The event was successful and Hertfordshire athletes were also winners and medallists in the regional championships. Unfortunately, there were insufficient age-group medals at the event because the entries from Royston SC were not included by SM in the calculation of the numbers of medals required. The situation was managed on the day by Janet Warrington, Swim England Hertfordshire Open Water Manager and by the President Tom Brennan. The athletes who did not receive medals on the day have now been given them, with apologies from SM for the administrative error.

Minutes subject to approval at the next Management Board meeting

19/73.3 The Swim England East Region Annual Council Meeting took place on 15th September 2019.

SM, SL and TB attended the meeting. IM attended as an Elected Board Member. Three Hertfordshire clubs were represented – Aqualina Synchronised Swimming Club, Beaumont Diving Academy and Welwyn Garden Swimming Club.

19/73.4 At the Swim England East Region Annual Council Meeting, the annual regional awards were presented.

The Silver Pin is presented to those that have contributed to the development of the sport within the region. Marion Henthorn (Beaumont Diving Academy) and Derek Milton (Welwyn Garden SC) received Silver Pins.

The highest regional award of the Jeff Cook Salver was presented to Derek Milton (Welwyn Garden SC) This prestigious award is presented to a person, team or club that has made a significant contribution to the sport within the region.

The Board congratulates both Marion and Derek.

19/73.5 The Swim England East Region Management Board met on 15th September 2019. There are no specific matters to bring to the attention of the county.

19/74 Any other business

19/74.1 IM reported that a module on the county's AOE kit had failed, and needed to be replaced. **IM**

19/74.2 It was confirmed to JS that invoices for the hire of the county's AOE kit should be raised with SL.

19/74.3 SL asked that consideration was given to possibly providing a certificate for the number of hours which a volunteer had worked in the sport. This might be well received by our younger volunteers as recognition of their volunteering work. SL will investigate further. **SL**

19/74.4 JP reported on the possible use of Swim Meet as the sign-up for counties. This was used last year, but was not found appropriate. It is a useful tool for open meets, but with the numbers of officials involved in the County Swimming Championships, the package is not appropriate. The county website tool could be used for the sign-in, and with no additional cost to the county.

19/75 Next meeting

19/75.1 The next meeting of the Swim England Hertfordshire Management Board will be on 30th January 2020 at 8pm at the Parish Centre, Welwyn.