

Swim England Hertfordshire
Minutes of the Annual Council Meeting
7th July 2021, via Zoom

Present:

Officers

Mr Bryan Thompson	Chairman
Mr Simon Lever	Finance Officer
Mrs Sheila Mackenzie	Secretary and Past President

Management Board Members

Mr Gareth Harper	
Miss Louise Hughes	
Mr Ian Mackenzie	Past President
Mr Jonathan Pope	Swimming Officials' Co-ordinator
Mrs Nicola Rix	
Mr Jonn Sandon	

Past Presidents

Mr Grant Chivers
Mr Murray Devine
Mrs Karen Huckle
Mr George Kent
Mr Derek Milton
Mrs Ann Quinn

Delegates from the following clubs:-

Berkhamsted SC
Cheshunt SC
Harpenden SC
Hatfield SC
Herts. Schools' Swimming Association
Royston SC
Tring ASC
Watford Water Polo Club

Apologies:

Mr Tom Brennan	President
Mr Mick Boon	Past President
Mr Charles Dainton	Past President
Mr Stan Freeman	Past President
Mr Craig Hunter	Past President
Mr Andy Chapman	Management Board member
Mr Geoff Wood	Past President
Bishops Stortford SC	
Watford SC	
Ware SC	

21/1 Welcome

- 21/1.1 The Chairman, Bryan Thompson, welcomed everyone to the meeting, and introduced the officers.
- 21/1.2 The Chairman reminded everyone of the correct procedures for the conduct of the Council, and procedures for the Zoom meeting.

21/2 Apologies

- 21/2.1 Apologies were received as shown above.

21/3 Minutes of the Annual Council Meeting held on 1st July, 2020

21/3.1 The minutes of the Annual Council Meeting on 1st July, 2020 were accepted as a true record.

21/4 Matters arising from the minutes

21/4.1 Minute 20/6.5 BT advised that the accounts accepted at last year's Annual Council Meeting had now been examined by the independent financial examiner.

21/4.2 A typo in Minute 20/11.1 will be corrected – Diing manager to read Diving manager.

21/5 Annual Report 2020-21

21/5.1 Copies of the Annual Report had been distributed, and were also available on the website. The report was considered at this point.

21/5.2 There were no questions.

21/5.3 The Annual Report 2020-21 was accepted.

21/6 Financial report

21/6.1 Copies of the Annual Accounts for the period 1st April 2020 to 31st December 2020 had been distributed.

The Finance Officer, Simon Lever, stated that the accounts have been approved by the Management Board, and are currently with the independent financial examiner for examination.

21/6.2 The Finance Officer gave a formal report and also commented on various figures.

21/6.3 Questions were answered regarding the cost of the website administration and about the reasons for the significant drop in membership numbers.

21/6.4 The Annual Accounts for the period 1st April 2020 to 31st December 2020 were unanimously approved, subject to inspection by the independent financial examiner.

21/7 Alterations to Regulations

21/7.1 The Management Board proposed changing the date of the Annual Council Meeting (ACM) to March, to bring the county in line with the timescales for the regional and national Annual General Meetings.

21/7.2 The proposal was unanimously accepted. The next ACM for Swim England Hertfordshire will therefore be held in March 2022.

21/7.3 It was noted that, as a result of the change of date of the ACM, there would be implications for terms of office for the posts elected at the ACM, but that this would work itself out after the initial change.

21/7.4 Also as a result of the change of date for the ACM, it was noted that the date for submissions of nominations as shown in the Regulations, will now be 31st January instead of 31st May.

21/7.5 It was noted that from 2022, the Swim England Hertfordshire Annual Report will relate to the previous calendar year.

21/7.6 It was noted that alterations to Regulations will be made by the Management Board, as provided in Regulation 14.6.7, so that the county complies with Swim England East Region Regulations.

21/8 Awards

21/8.1 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.

Owing to the lockdowns and restrictions imposed because of the coronavirus pandemic, there had been no significant activity during the year, and so the award is not presented this year.

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

Owing to the lockdowns and restrictions imposed because of the coronavirus pandemic, there had been no significant activity during the year, and so the award is not presented this year.

- c) **President's Plate** – The President's Plate is awarded annually, at the sole discretion of the President, for conspicuous service to Swim England Hertfordshire.

Owing to the lockdowns and restrictions imposed because of the coronavirus pandemic, there had been no significant activity during the year, and so the award is not presented this year.

21/8.2 **Long service awards**

The county Regulations allows for the awarding of Long Service Pins when members have served the county on the Management Board or on any of the discipline standing committees, or have supported the county on a regular basis as an individual / official.

21/8.3 **Silver pin – 7 years of service**

There were no qualifying candidates for this award this year.

21/8.4 **Gold pin – 12 years of service**

The following members were awarded a gold pin:

Louise Hughes – technical official and committee member

Simon Lever – technical official and committee member

Jonathan Pope – technical official and committee member

Janet Warrington - committee member

21/9 **President for 2021-2022**

21/9.1 The coronavirus pandemic had stopped competition as from lockdown in March 2020. Tom Brennan was the 2019-2020 President, and his term of office was extended until the 2021 Annual Council Meeting because of the lack of events to attend.

21/9.2 Currently there is no President Elect, and therefore the position of President will remain vacant, with the Management Board endeavouring to fill the vacancy as soon as possible.

21/9.3 In the meantime, when a president is required for a ceremonial role at future events, the Past Presidents will be asked to take on the role.

21/10 **Election of Management Board members**

21/10.1 Jonathan Hart-Smith had been co-opted to the Management Board after the 2020 Annual Council Meeting, and his appointment was ratified.

Jonathan has recently resigned from the Management Board.

21/10.2 The following were nominated in accordance with Regulation 11.5.5

Voting was not necessary as the number of nominations did not exceed the vacancies. The following were elected:-

To remain in office until Council 2022

Two vacancies

To remain in office until Council 2023

One vacancy

To remain in office until Council 2024

Louise Hughes

Ian Mackenzie

Nicola Rix

One vacancy

21/11 **Election of officers and managers**

21/11.1 After the 2020 Annual Council Meeting, the Management Board appointed Gareth Harper as the Club Development Group Manager. This appointment was ratified. His term of office will end at Council 2023.

21/11.2 The following were nominated in accordance with Regulation 11.5.5

Voting was not necessary as the number of nominations did not exceed the vacancies. The following were elected:-

To remain in office until Council 2022

Water Polo Manager

No nominations received

To remain in office until Council 2023

Diving Manager

No nominations received

To remain in office until Council 2024

Secretary

Sheila Mackenzie

Welfare Officer

Karen Stephens

21/12 Members of the Members' Forum of Swim England East Region

21/12.1 As one of the Directors of Swim England East Region, Ian Mackenzie explained the role of Members of the Members' Forum of the Company. Members have a role at the Annual General Meeting where they appoint the Directors of the Company and hold them to account. Each county is entitled to a certain number of Members depending on the membership numbers within their clubs. Swim England Hertfordshire is entitled to six Members.

21/12.2 The following have been appointed to serve until March 2022

Andy Chapman

Simon Lever

Jackie Harvey

Sheila Mackenzie

Louise Hughes

Jonn Sandon

21/13 Appointment of an independent financial examiner

21/13.1 Bruce Weir ACA was appointed as the independent financial examiner.

The meeting closed at 8.36pm with thanks to those who attended.