



Swim England Hertfordshire
County Association of Swim England East Region
Minutes of the Club Development Group Meeting
13th February 2023

Present	Gareth Harper (GH)	Manager /East Quartile lead
	Jonathan Pope (JP)	Officials Co-ordinator/ West Quartile lead
	Nicola Rix (NR)	North Quartile lead
	Karen Huckle (KH)	Central Quartile lead
	Ian Mackenzie (IM)	Minutes

Also present	Sheila Mackenzie (SM)	County Secretary
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23/01 Opening remarks

23/01.1 GH welcomed everyone to the meeting. GH advised the meeting that Helena Precious-White had stood down as a member of the group.

23/02 Apologies

23/02.1 Bryan Thompson (BT) (Chairman of Management Board) Simon Lever (SL) (Finance Officer).

23/03 Declarations of conflict of interest

23/03.1 None

23/04 Previous minutes

23/04.1 Minutes of 7th February 2022 were agreed.

23/05 Matters arising

23/05.1 All actions had been dealt with at the time.

23/06 Correspondence

23/06.1 All clubs are now receiving Newsletters to more than just the secretary.

23/06.2 Membership renewals have been issued and due to be completed by 28th February 2023

23/06.3 Concern was expressed about up to date contact information, once the annual return is completed any changes are not then shared, as at AGMs for instance.

23/06.4 On a recent Club survey with Swim England, 32 clubs stated that they did not want communications from Swim England!

23/07 Officials update

23/07.1 JP reported that the World Aquatics Swimming rules update is being shared at the end of this month to be effective from 10th March 2023 in the UK.

23/07.2 JP reported that officials training is happening across the county.



- 23/07.3 The county is currently in a good position with the number and quality of its officials. We were well catered for during the Counties.
- 23/07.4 All courses are being managed through the region, by the counties for members of the other counties as well.
- 23/08 SwimMark/Affiliation**
- 23/08.1 IM reported that all our clubs are correctly affiliated to SE
- 23/08.2 IM also reported the present membership position as at 31st December 2022.
- 23/08.3 A document was circulated to all.
- 23/09 Online courses**
- 23/09.1 All courses are advertised through the regional newsletter.
- 23/09.2 Most courses have an online element to them now, but all applications for courses should be requested through the regional office.
- 23/09.3 Officials courses can be accessed on-line, but JP should be advised of any course undertaken or a request for any advice.
- 23/09.4 Communication within the clubs does not appear to be working in all clubs so emphasis needs to be made to clubs that the newsletter needs to be shared with the whole committee.
- 23/09.5 It was decided that GH would ask BT to have a slot in the next Club/Coaches Forum scheduled for 13th March to emphasise the need to pass on the messages to the club committee and advertise the Chairman/Treasurer/Welfare Forums. **Action - GH**
- 23/10 County Development Weekend**
- 23/10.1 It was clarified that currently there was no requirement for a development weekend as all the courses previously forming the weekend were managed online.
- 23/11 Report from Quartiles**
- 23/11.1 There was no reports.
- 23/12 Any other business**
- 23/12.1 Communication – JP makes use of Mailchip to communicate with officials and that appears to be very effective. It was suggested that we used a similar process for other areas.
- 23/12.1 a The free mailchimp facility only allows one group per email address, the alternative is to have a paid facility which would cost over £130 per year.
- 23/12.1 b The other alternative is to have alternative individuals responsible for different groupings, Volunteers (for NR) and CDG (for GH) – JP to organise with Brian DeVal for county email addresses to be created to facilitate this. There needs to be set up on the website the facility to have names added to the group.
Action – JP



- 23/12.2 Following on from the Swim England County Roadshow, as eight members of the Management Board attended, and therefore it will be discussed at the next MB, it was decided not to take any action until it has been discussed by them. An additional meeting will be convened if it was felt necessary to support any actions. **Action - GH**

23/13 Date of next meeting

- 23/13.1 Scheduled for 25th September - by zoom