Swim England Hertfordshire

(County Association of Swim England East Region)
President: Mr Mark Horrod

Minutes of the meeting of the Management Board

15th January 2026

Present
Board members

	Mrs Jackie Harvey (JH)	
	Miss Louise Hughes (LH)	
	Mr Simon Lever (SL)	Finance Officer
	Mr Ian Mackenzie (IM)	
	Mrs Sheila Mackenzie (SM)	Secretary
	Mrs Jane O'Brien (JOB)	
	Mr Jonathan Pope (JP)	
	Mrs Nicola Rix (NR)	
	Mr Jonn Sandon (JS)	
	Mr Bryan Thompson (BT)	Chairman
Also present:	Mr Mark Horrod	President

26/1 Welcome

26/1.1 BT welcomed everyone to the meeting.

26/2 Apologies

26/2.1 Apologies were received from Greg Coe (GC).

26/3 Declarations of conflict of interest

26/3.1 None declared at this point.

26/4 Minutes of the meeting on 9th October 2025

26/4.1 The minutes were accepted.

26/5 Matters arising from the minutes

26/5.1 Actions are completed, or an agenda item, or as shown below.

26/5.2 Minute 25/59.2 HRMC's Trust Registration Service (TRS) – *waiting to hear from Swim England* **SL**

26/5.3 Minute 25/59.3 Email addresses for county roles – BT to confirm the list and upload to website – *ongoing* **BT**

26/5.4 Minute 25/59.4 **JOB**
County colours – Nathan Hughes – *ongoing*
Certificates and colours provision – *ongoing.*
Presidential signature to be that of the relevant president

26/5.5	Minute 25/59.5 *The 2023 Annual Accounts are not yet back from the independent financial examiner. The 2024 Annual Accounts will be sent to the independent financial examiner. Hertfordshire Aquatics Club Accounts need to be examined.*	**SL**
26/5.6	Minute 25/59.6 Past Presidents' membership – relevant Past Presidents to be contacted in January 2026 – *ongoing*	**SM**
26/5.7	Minute 25/59.7 Regional awards – news item to website - *ongoing*	**BT**
26/5.8	Minute 25/59.8 Conflict of Interest forms for Hertfordshire Aquatics Company – *ongoing- to be sent to all Management Board members*	**SL**
26/5.9	Minute 25/59.9 Numbers of disability athletes in county to be established – contact all clubs about disability athletes, and pool providers and Hertfordshire Sports Partnership about disability groups - *ongoing*	**NR and JH**
26/5.10	Minute 25/67.1 County governance renewal – waiting for a response from Swim England	**LH/BT**

26/6 Ratification of items agreed, via email, since the last Board meeting

26/6.1 No items

26/7 Correspondence

26/7.1 SM has received the usual electronic communication of Swim England member news and the Swim England East Region's newsletter, which are also sent to the county's Swim England members and the county's clubs respectively.

26/7.2 Advice has been received by clubs that Swim England membership is now due for renewal, with the deadline for submission of renewals being 28th February 2026. The county and Hertfordshire Aquatics Club was included in the advice.

26/7.2 The county received a governance review survey which was due to be completed by 23rd November 2025.

26/7.3 The county has received notification from Swim England of the Competition Review which is now taking place.

26/7.4 The county was contacted by Swim England East Region regarding a proposed new diving club. The county was asked to respond as to whether there were any objections to the new club being set up. See minute 26/11.

26/7.5 Various emails have been received from Hertfordshire Sports Partnership regarding seminars and courses being offered. These included the Disability Sports Symposium on 27th November which JH attended. The HSV Coach Education Week 2026 was also advertised.

26/7.6 Claire Coleman from Swim England attended the Club/Coach Forum and gave a presentation about the Club Health Tracker.

26/7.7 Advice was received that one of the counties long-serving officials – Howard Willis sadly passed away in November. JP attend the funeral representing the county.

26/7.8 SM had received notice that another long-serving official - Vic Coombs has decided to stop officiating.

26/7.9 Christmas greetings were received from Past President Stan Freeman. Stan thanked the Management Board for their continued encouragement of the sport in Hertfordshire and acknowledged that without their volunteer efforts the sport would cease to exist. Past Presidents Charles Dainton and Mick Boon sent greetings.

26/8 Finance

26/8.1 The bank balances sheet as at 31.12.25 had been circulated.

26/8.2 SL advised that the balances have changed substantially since 31.12.25 owing to the income from the County Swimming Championships.

26/8.3 SL reported that the payment for pool hire has reduced the balance in the Hertfordshire Aquatics account.

26/8.4 SL advised that the 32-day notice account has received substantial interest.

26/8.5 SL advised that membership numbers are up from last year and the finances are healthy.

26/8.6 SL has set up a fixed interest deposit account for the Hertfordshire Aquatics charity.

26/9 Finance policy

26/9.1 At the MBAG meeting the mileage rates were discussed. The rates currently offered were less than those offered by Swim England.

26/9.2 It was decided that the Swim England policy for expenses would be followed as from 1st January 2026. The policy will be updated and published on the website. **SL**

26/10 Management Board Advisory Group (MBAG)

26/10.1 Minutes of the MBAG meeting on 30th September 2025 were received and noted.

26/10.2 Minutes of the MBAG meeting on 6th January 2026 were not yet available.

26/11 New club

26/11.1 Swim England East Region had received an application for the setting up of a new diving club in Hertfordshire and the county was asked if there were any objections to this.

26/11.2 The new club is Hatfield Diving Club and would replace Brocket Diving Academy (BDA). The initial information provided to SM was that BDA ceased to exist on 31.12.25 when all the committee resigned, and the new club was its replacement.

26/11.3 SM raised concerns that athletes at BDA would have no club, no insurance to train and would not be able to enter competitions. SM was subsequently told that the two parties had incorrectly assumed that all that was necessary was for one club to stop and the other to take over.

26/11.4 SM checked with personnel who were aiming to become the committee and set up the new club and was satisfied that there was no animosity, it was just a case of the previous committee members no longer having athletes involved in the club and just wanting to stop.

26/11.5 Swim England East Region managed to unscramble the situation and Brocket DA renewed and will stay in place until the new club is accredited. So, the athletes are not being affected in this interim period, with same coaching staff continuing etc.

26/11.6 The Management Board agreed that there were no objections to the setting up of the new club.

26/12 Minutes of committees

26/12.1 Artistic Swimming committee No outstanding minutes

Tom Brennan had reported that the Hertfordshire Routine Grading Day had been very successful with 54 gradings on the day.

TB had also confirmed that efforts to change the plans for the new Stevenage pool have failed and Aqualina (Stevenage) Artistic Swimming Club and Swim England East Region will need to identify an alternative venue for club training and for regional competitions in the future.

TB also advised that one of the county's artistic swimmers, Kiarra Janikova, has been selected for the GB Senior Squad.

26/12.2 Disability: Committee suspended

26/12.3 Diving: Committee suspended

26/12.4 Swimming committee 4.9.25: Minutes received and noted

Swimming committee 20.11.25: Minutes received and noted

County representatives on the Swim England East Region Leadership Groups are required. LH attends the Disability meetings, JP attends the Swimming Officials meeting and Jeremy Irvine attends the Open Water. While a county representative is still required for the Masters meetings, BT will ask to be sent details of the meetings so that an attendee form the county can be found. **BT/SM**

26/12.5 Water polo: No committee

26/13 County Governance

26/13.1 The County Governance renewal is ongoing as staff changes at Swim England, and no governance personnel being appointed yet, has meant that no response has been received regarding the county renewal. **BT/LH**

26/14 County colours

26/14.1 JOB reported that work continues to provide and present outstanding colours.

26/14.2 IM advised that when awards were presented at Watford Water Polo Club, a parent had queried why an athlete had been missed off the list of players due for county colours. IM has investigated this and established that the athlete concerned had represented Aquatics GB in Portugal. IM will liaise with JOB to resolve the issue. **IM/JOB**

26/15 Wilkinson Sword and Special Recognition of athletes

26/15.1 The Board accept the recommendation of the MBAG for the recipients of the Wilkinson Sword. The recipients will be announced at the Annual Council Meeting.

26/15.2 The Board also agreed to present a Special Recognition award for significant achievements in Para Swimming. This will be announced at the Annual Council Meeting. **BT**

26/16 Recognition of service

26/16.1 There was discussion on what was appropriate to present in recognition of significant service to the county.

26/16.2 It was decided that a silver pin and a certificate will be presented. **JOB/JP**

26/17 One Swim England Summit

26/17.1 Following more clarification on what the Summit would offer, it was decided that it was not appropriate for those volunteers identified as possible attendees to be offered the opportunity to attend. JP will attend on behalf of the county and provide a report afterwards. **BT**

26/18 Hertfordshire Aquatics

26/18.1 BT reported that the project was quiet at the end of 2025, but that at the end of December there had been a very positive meeting where an exciting development was outlined.

26/18.2 The new idea was around the accessing of funding, and whilst the skeleton of the idea was there, a lot of work now needs to be done to put flesh on the bones. A proposal will be worked on for the accessing of this funding stream.

26/18.3 SL provided information on the Hertfordshire Aquatics accounts as at the year-end 30.4.25. The accounts were approved

26/19 Swim England East Region

26/19.1 IM reported that there is concern over the lack of support being received from Swim England since the last quarter of 2025. The re-organisation of Swim England has meant the loss of most of the key staff, and any new staff who have been appointed have no experience of the organisation, and many have no experience of the sport or the needs of the members on the ground. This is affecting the counties, the clubs and the members as well as the region.

26/19.2 Nearly all the staff who were valuable and experienced have left. All but one of the Senior Leadership Team have left and the overall staffing upheaval means that the organisation will be in an unsettled situation for a long time yet until new staff are embedded and all the posts are filled. There are still lots of appointments to be made as well.

26/20 Any other business

26/20.1 SM reminded everyone that the Annual Council Meeting (ACM) will take place on Monday 16th March 2026.

26/20.2 SM will be asking for nomination forms to be submitted by the Board members whose term of office expires at the ACM. Also for re-election this year are the Finance Officer and the Swimming Manager.

26/20.3 At the ACM, Nicola Rix will take over from Mark Horrod as Swim England Hertfordshire President.

26/20.4 BT was pleased to report to the Board that Jonathan Pope had agreed to become Swim England Hertfordshire President Elect, becoming President as from the ACM in March 2027.

26/21 Next meeting date

26/21.1 The next meeting of the Swim England Hertfordshire Management Board will be on Thursday 19th March 2026.