

Minutes subject to approval at the next MB meeting on 7th March 2012

Hertfordshire ASA
Minutes of the Management Board Meeting
30th January 2012 – Welwyn Civic Centre

Present:	Mr Derek Milton	Chairman
	<u>Board members</u>	
	Mr Grant Chivers	Finance Officer
	Mrs Jean Cook	
	Mr Mark Horrod	
	Mr Ian Mackenzie	
	Mrs Sheila Mackenzie	Association Secretary
	Mr Bryan Thompson	Swimming Manager
Also present:	Mr Charles Dainton	President
Apologies received:	Ms Alex Belson	Diving Manager
	Mrs Jane Evans	Board member
	Mr Philip Jackson	Board member

Before the commencement of the meeting a minute's silence was observed in remembrance of the late Alan Bowell

12/01 Tribute to the late Alan Bowell

- 12/01.1 DM spoke of the huge contribution to county swimming made by the late Alan Bowell.
- 12/01.2 DM said that four members of the Management Board had attended Alan's funeral on behalf of the county, and that Ian Watson had been one of the speakers in the memorial service. A donation had been made, from the county, to the Macmillan Cancer support fund.

12/02 Apologies

- 12/02.1 Apologies were received as shown above.

12/03 Declaration of conflict of interest

- 12/03.1 DM reminded everyone of the need to declare any conflict of interest. None was declared at this point.

12/04 Minutes of the meeting on 16th November, 2011

- 12/04.1 The minutes were accepted as a true record of the meeting.

12/05 Matters arising from the minutes

- 12/05.1 Minute 11/90.1 (Minute 11/40.1, Minute 11/23.1, Minute 11/05.3, Minute 10/112.6) - No contact has been established with Borehamwood SC.
- 12/05.2 Minute 11/90.3 (Minute 11/56.11, Minute 11/49.7) Team Managers course completed, and funding received.
- 12/05.3 Minute 11/94.2 Committee governance - SM to amend the wording for the county rules and regulations. **SM**
- 12/05.4 Minute 11/94.7 IM has the silver pin and GC will obtain the vouchers. MBAG to consider the best way to make the presentations. **MBAG**

12/06 Ratification of items agreed, via e-mail, since the last board meeting

- 12/06.1 None

12/07 Correspondence

- 12/07.1 St Albans Sub Aqua Club, who use a lido, have written to Chris Galer, the Membership Officer for ASA East Region, enquiring whether they should affiliate.

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- 12/07.2 SM has received confirmation from Watford SC that a regional silver pin awarded to Barbara Sargent has now been received ready for presentation to her at the club's dinner.
- 12/07.3 IM reported that City of St Albans SC have contacted Watford WPC and the County Sports Partnership's Health Development Officer about setting up a water polo club in St Albans.
- 12/07.4 SM said that she had been contacted by email, asking for details of club contacts, supposedly by someone doing a research project agreed to by the ASA. SM had not supplied any information and had referred the matter to Rachel Washington and Jane Nickerson at the ASA, who were investigating this breach.

12/08 Finance Officer's report

- 12/08.1 The balance sheet for all accounts as at 17.1.12 was received.
- 12/08.2 There were no significant comments to make, other than that 95% of the swim21 rebate for last year has now been paid.
The website states that rebate will be paid for clubs working-towards swim21, but this is not correct. DM will speak to Alan Doyle.
- 12/08.3 The report was accepted.

DM

12/09 Notes from the Management Board Advisory Group meeting

- 12/09.1 Management Board Advisory Group meeting on 9.11.11 – Notes were now available, but the matters therein had been discussed, in their absence, at the last board meeting.
- 12/09.2 Management Board Advisory Group meeting on 10.1.12 – Notes received and noted
Note 3b DM had phoned Roger Page in the evening of 10.1.12, and Roger had indicated that he would make every effort to be at this Board meeting so that the financial aspects of diving in the county and the conditions for county diving events could be addressed.

12/10 Minutes of the Standing Committees

- 12/10.1 Diving Committee 15.11.11 – Minutes received and noted.
Minute D11/66 These proposals are still awaited.
Minute D11/68 The Diving Committee will be informed that no-one should be removed from the county list until the Management Board has been advised.
Minute D11/70 The Board noted with pride that Chris Sage will be the GB judge at the World Cup in February 2012 and at the London Olympics 2012.

SM

- 12/10.2 Workforce Development Committee 25.1.12 - Minutes received and noted
- 12/10.3 Swimming Committee 28.11.11 – Minutes received and noted
- 12/10.4 Water Polo Committee 6.12.11 – cancelled
- 12/10.5 Water Polo Committee 17.1.12 – cancelled
- 12/10.6 Disability Group 10.1.12 – Minutes received and noted

12/11 Governance

- 12/11.1 Diving – No progress can be made until the diving committee attends a Board meeting.
- 12/11.2 Water Polo – SM reported that there had been no water polo committee meetings during 2011, except the fixtures meeting in March. Steve Chambers had reluctantly agreed, when asked by SM, to 'hold the fort' as manager, but did not want to continue. No notice of the cancellations of the meetings during 2011 were received, and the county had paid the hire charges. This could have been avoided. The League and the Knock-Out competition ran during 2011 and both were well organised and supported. There has been

no other progress for the discipline however, and certainly no development for youngsters. The discipline of water polo was not therefore being promoted by the county. SM has received no response to requests for names of committee members, or for input to the website. No meeting dates for next year were submitted to SM and no acknowledgement was received from Steve Chambers of the bookings actually made.

GC said there were no issues with providing funds for a budget for water polo. IM said that what was urgently needed was a water polo development manager. IM said that, as regional chairman, he had received correspondence from Nikki Baker at Watford WPC requesting funds and complaining that no money had been received by the discipline. IM said that he would ask Nikki whether there was someone, other than a coach, who would be prepared to help on the committee, so that the discipline could move forward.

IM proposed that the bookings for the committee meetings, except the fixtures meeting, were cancelled. This was agreed.

IM

SM

12/12 Club Forum and Coaches Forum feedback

12/12.1 This is dealt with by the Workforce Development Committee.

12/13 Website – update on progress

12/13.1 The rights for accessing the website are still awaited.

12/14 Report from the county's representative to ASA East Region

12/14.1 The ASA East Region Management Board met on 8th January. There was to be a coaches' conference on that day too, but difficulties in securing tutors for the required CPDs meant the postponement/ cancellation of the conference.

12/14.2 The regional Winter Championships were held in December and the event was well supported by Hertfordshire swimmers who featured well in the finals too.

12/14.3 SM reported that Commissioning had been discontinued. Owing to the failure to meet the targets for Participation, set by Sport England as a requirement to secure funding, the ASA has re-structured and changed their emphasis. The re-structuring, with the Regional Directors being managed centrally by the recently appointed Paul Davies, the ASA's Strategic Lead on Grow, will ensure a dedicated focus nationally on achieving the Participation targets. The regions will focus more on the clubs.

12/15 Any other business

12/15.1 IM, as Regional Chairman, confirmed to DM that the region will require a new county development plan. DM requires all committees to submit a new development plan, in Excel format, to him, by the end of February.

SM

12/15.2 IM said that he was sad to report that, since the last Board meeting three senior, respected figures in the swimming world had passed away - David Reeves, who was the former secretary to the ASA; Tom Little, Southern Counties ASA – Diving; and Noel Winter, from the discipline of water polo, who been the ASA Facilities Officer.

12/15.3 IM reported that Tesco had pulled out from the sponsorship of a new pool in Welwyn Garden City.

12/15.4 IM informed the Board that a document entitled 'Getting people swimming' is published. The emphasis is on the 14-25 years age-group.

12/15.5 IM said that Hertfordshire clubs have been sent information from Herts. Sports Partnership about an available funding stream.

12/16 Next meeting

12/16.1 The next meeting of the Hertfordshire Management Board will take place on Wednesday 7th March 2012 at Welwyn Civic Centre at 8pm.