

Minutes subject to approval at the next MB meeting

Hertfordshire ASA
Minutes of the Management Board Meeting
15th January 2014 – Welwyn Civic Centre

Present: Mr Derek Milton (DM) Chairman

Board members
Mr Grant Chivers (GC) Finance Officer
Mr Ian Mackenzie (IM)
Mrs Sheila Mackenzie (SM) Association Secretary
Mr Bryan Thompson (BT) Swimming Manager

Apologies received: Mrs Jean Cook (JC)
Mr Mark Horrod (MH)
Mr Chris Sage (CS) President

14/01 Tribute to the late Ian Watson

14/01.1 The Chairman spoke of the huge contribution which the late Ian Watson had made to the sport of swimming, especially in the county of Hertfordshire.

A minute's silence was observed.

14/02 Introduction

14/02.1 DM welcomed everyone, and clarified the paperwork which should have been received prior to the meeting. GC requested that the paperwork sent out was more clearly identified with the relevant agenda item. **SM**

14/02.2 DM said that three members of the Management Board had attended Ian Watson's funeral on behalf of the county. A donation had been made, from the county, to the Royal Brompton and Harefield hospitals.

14/02.3 Ian Watson had been one of the two people appointed as the county's custodians. The county now only has one appointed custodian – Ian Mackenzie. The constitution makes no stipulation as to numbers of appointees, and since county property is minimal, it was decided that it was not necessary, at present, to make an additional appointment.

14/03 Apologies

14/03.1 Apologies were received as shown above.

14/04 Declaration of conflict of interest

14/04.1 DM reminded everyone of the need to declare any conflict of interest. None was declared at this point.

14/05 Minutes of the meeting on 7th October 2013

14/05.1 The minutes were accepted as a true record of the meeting.

14/06 Matters arising from the minutes

14/06.1 Minute 13/53.1 (Minute 13/38.1, Minute 13/20.2, Minute 13/05.5, Minute 12/81.6, Minute 12/75.3) All certificates in respect of the Olympics and Paralympics have now been presented.

14/06.2 Minute 13/53.2 (Minute 13/38.2, Minute 13/20.5, Minute 13/05.13, Minute 12/90.1) Poolside branding for county events: The standing banner is still to be purchased. **BT**

14/06.3 Minute 13/53.4 (Minute 13/38.6, Minute 13/28.1) There are still problems with the presentation slides used at the county conference. Those provided by the presenters are not downloadable. Efforts are still being made to resolve this. They will be distributed as soon as possible. This is still unresolved. **IM**

14/06.4 Minute 13/53.5 (Minute 13/ 41.3) The Hemel Hempstead claim has been addressed.

14/06.5 Minute 13/53.6 There was concern about the criteria used for the award of county colours. It was felt that this should be reviewed. The discipline managers will be asked for their input for the criteria to be used in **SM**

Minutes subject to approval at the next MB meeting

future - Still outstanding

14/06.6 Minute 13/60.1 The dates for county meetings for 2014 have been be advised to the Board and discipline managers.

14/07 Ratification of items agreed, via email, since the last Board meeting

14/07.1 No items

14/08 Correspondence

14/08.1 The only item of significance for this meeting was the receipt from the ASA of the annual return for the county. SM has dealt with this.

14/09 Finance Officer's report

14/09.1 The balance sheet for all accounts as at 5th January 2014 was received.

14/09.2 GC said that all the Development Meet rebates to swim21accredited clubs have been paid, and any necessary refunds have also been paid.

14/09.3 GC stated that the county insurance bill has been paid.

14/09.4 GC said that checks were still on-going to identify whether the development funding to Harpenden SC has been paid. **GC/BT**

14/09.5 There were no questions.

14/10 Management Board Advisory Group

14/10.1 The Management Board Advisory Group met on 8th January 2014, and notes from the meeting were received.

14/10.2 There were no recommendations to the Management Board.

14/11 President

14/11.1 JC was not present, and no update was available as to people contacted and their response, but the Board was not aware that anyone had accepted the invitation to be nominated as the county president for 2014-15. A possible nominee was suggested and discussed. SM will ask JC to contact this person. **SM**

14/12 Minutes of the Standing Committees

14/12.1 Disability Swimming committee 7.1.14 Minutes received and noted

IM will try to establish at the ASA Sport Governing Board whether the title of the discipline needs to be changed in line with the national format – Para-Swimming. **IM**

It was noted that Mark Evens (Hitchin SC) achieved a world record at the ASA East Region Disability Swimming Championships in October.

It was also noted that swimmers from the county were part of Team East who won the DSE/British Swimming Senior Championships in November.

IM advised that Janet Warrington, the Disability Swimming Manager, had obtained grant funding for Grundy Park and Hartham pools for pool-pods to enable the athletes to access the water more safely and easily.

14/12.2 Diving committee 15.10.13 Minutes received and noted. No development plan was received.

Minute D13/51 IM said that both Roger Page and Derek Beaumont were on the regional committee so should have dealt with this point.

Minute D13/54 IM said that if events were held out of county, and on rare occasions this was unavoidable – a 50m pool for example – it was imperative that the event broke even.

It was unacceptable also for events to be held which were not covered in the budget. If an event was to be held, not previously planned and budgeted for, then a new budget must be submitted to the

Management Board to obtain agreement for the event to go ahead. There was concern that this event at Luton was not in the budget. DM will attend the diving committee next week to ascertain the position and explain the requirements. SM will also write to the diving manager .

SM/DM

Minute D13/58 IM advised that Hayley Sage had set up sessions at Stevenage, and sessions will also commence next week at Inspire: Luton. Hayley Sage is now a member of the Disability Swimming committee.

14/12.3 Swimming committee 2611.13 Meeting cancelled.

14/12.4 Swimming committee 9.1.14 Minutes received and noted.

BT advised that Derek Hughes was no longer a member of the committee, as he had relinquished the post of Masters secretary. A replacement manager would have to be identified.

BT

There was discussion of the Hy-Tek and Sportsys packages in view of the high cost of the licence, and the additional cost of obligatory up-grades. Using Sportsys for the county events would be a substantial saving. Many clubs were familiar with Hy-Tek and had invested in this system over recent years, so operators were not hard to find. This is not the case for Sportsys, and it would be difficult to find operators. Training could overcome this long-term. The ability for information to be sent from one system to another was an issue in some areas, but exporting from one system to the other was possible.

BT

Revised swimming conditions were received and accepted. They will be published on the website.

14/12.5 Water polo 2.9.13 Meeting cancelled.

Water polo 18.11.13 Minutes were received and accepted.

It was noted that six girls from Hertfordshire had played in national age-groups matches in Manchester in the Icenii team.

Stephen Cook, the Water Polo Manager, had been sent the template for the development plan, at his request.

SM had asked that the committee was given its correct title in the minutes.

14/12.6 Workforce Development committee 6.11.13 Minutes and the development plan were received and noted.

IM pointed out that the meeting was not quorate, and asked that the document was amended to read 'notes' rather than minutes'.

DM

14/13 Report from the county's representative to ASA East Region

14/13.1 SM reported that the ASA Annual Council Meeting and Conference took place on 19th October 2013. There was extremely poor attendance at the conference from members of Hertfordshire clubs. At the Annual Council Meeting the two new Boards were put in place. Ian Mackenzie continues as the ASA East Region representative on the Sport Governing Board, and is now also one of the three representatives from the Sport Governing Board to the Group Board. At the ASA Dinner which followed the Annual Council Meeting, Bryan Thompson was the national winner of the Aquaforce Award for club volunteer for the year, and Ian Watson was the recipient of the Harold Fern Award.

14/13.2 Hertfordshire came 12th in the National Inter-County Team Championships held in October at Ponds Forge, Sheffield. This ensured that the county team remains in division one.

14/13.3 The ASA East Region Board met on 24th November 2013. Two clubs in Hertfordshire have achieved swim21 accreditation – Aqualina SSC and Hertsmeres Flyers SC. An ASA East Region Stage 3 Talent Camp has been arranged at Culford school on 2nd February 2014.

14/13.4 In the ASA National Masters & Seniors Inter-County Competition held during November, Hertfordshire Masters came eighth nationally, one place ahead Essex who had beaten them into second place in the

regional heats for this competition.

14/13.5 Disability athletes from Hertfordshire were members of Team East which won the DSE/ASA National Senior Championships in November.

14/13.6 The ASA East Region Winter Championships took place at UEA Norwich during the first weekend of December 2013. Athletes from Hertfordshire clubs were well in evidence and performed well, many in the finals and on the podium as medallists and champions.

14/13.7 Caleb Hughes and Martyn Walton (Hatfield SC) have been selected for the British Swimming Potential Podium squad.

14/14 Any other business

14/14.1 IM advised that Amy Bryant, the Synchronised Swimming Manager, is organising county championship for the discipline, linked with the Potters Bar SSC Open Meet.

14/15 Next meeting

14/15.1 The next meeting of the Hertfordshire ASA Management Board will take place on Monday, 14th April 2014 at Welwyn Civic Centre, at 8pm.