

HERTFORDSHIRE AMATEUR SWIMMING ASSOCIATION

Club Development Group

Minutes of the meeting held at the Welwyn Civic Centre on Wednesday 18th March 2015 at 8pm

Persons Present

Karen Lawson	KL
Sheila Mackenzie	SM
Ian Mackenzie	IM
Karen Huckle	KH
Helena Precious-White	HPW

CDG15/37 Welcome

KH opened the meeting and welcomed all the attendees

CDG15/38 Apologies for absence

Apologies were received from Shirley Burns, Mark Horrod, Jon Pope and Nicola Rix.

CDG15/39 Minutes

The minutes were approved from the 21st January meeting.

CDG15/40 Matters arising

CD15/8 SM asked if this could be put over to the next meeting. SM to progress reviewing website to highlight Forums and work of CDG.

CDG15/41 Correspondence

KL had received an enquiry from Tring regarding a Time to Listen course. Details had been passed to Leanne Brace, Regional Club Development Officer, who had stated she intended organising one in July at Bishop Stortford. This information was passed back to Tring.

CDG15/42 Correspondence

IM had received requests asking for a Team Manager (TM) courses -TM1/2 course from CoStA and a TM2 course from Hemel Hempstead. These these requests came less than two weeks after running both a TM1 and TM2 course at Herts Sports Village. Hemel Hempstead stated they had been unaware of such a course running. KL stated she had emailed all eligible TM1s at CoStA re the TM2 course in February, but no-one was available to attend. IM stated he was looking to run the next TM2 course in September- date and venue to be confirmed. IM stated there was no opportunity in the near future to run a TM1 course in Hertfordshire, but added he was running a course on the 30th April in Cambridge.

KL asked if there were any other presenters of TM1 courses in Hertfordshire. IM stated that Carina Quayle of Putteridge SC was a tutor. IM stated that Grant Chivers had taken part in the courses run during the Conference week with a view to becoming a presenter.

Action – **KL** to alert CoStA to Cambridgeshire course.

KL to liaise with Hemel Hempstead.

KL to contact Carina Quayle

Minutes subject to approval at the next meeting

CDG15/43 Funding for courses/CPDs

IM stated that KH would take over this. It was agreed that it should run the same as it had for the last few years, 25% of course fees paid for any swim21 clubs. The criteria for funding was on the website. **This would be recommended to the Management Board.**

CDG15/44 Development/Budget Plan

After a short discussion it was clear that the wrong Development Plan had been circulated, IM to re-send current Development Plan tonight, so that details could be ready for next Management Board meeting.

CDG15/45 Development/Budget Plan

The 2015 plan showed that the County has easily met targets on TM1s but not TM2s as well as Young Helpers and TKs. KL asked how we knew how many young volunteers had completed any online courses, IM explained that Leanne Brace, Regional Club Development Officer, would update us on numbers through the Institute of Swimming(IoS).

CDG15/46 Development/Budget Plan

Jonathan Pope would replace Marilyn Hughes as the Swimming Officials Coordinator on the Development Plan.

CDG15/47 swim21

IM informed the meeting that there were 18 accredited clubs in the county, which was across all disciplines. This was thought quite poor. There was a discussion around the absent clubs, and which were taking steps in the process. HPW asked if the clubs were spoken to. IM informed the meeting that Leanne Brace, Regional Club Development Officer, contacts all. KL stated she would endeavour to speak to the missing clubs at the County Championships. HPW stated that Royston had a new coach and had been very proactive with recruiting officials recently. Action – **KL** to speak to clubs at Counties.

CDG15/48 Counties 2015

KL reported that an information desk had been set up, but it was difficult to say whether it had any impact, although three people had signed up for an officials course. It was thought that this may work better if it was run alongside the merchandise table. This would also benefit volunteer recruitment. KH agreed. Grant Chivers had taken the documents used for the notice board and devised a power point presentation which would hopefully run alongside the media at the coming weekends event.

CDG15/49 County Conference 2015

Feedback was circulated from the weekends Coaching and Land Training sessions. It showed that the Fred Furness class had been very well received by all who attended - extremely well delivered and presented morning and afternoon sessions were enjoyed. IM had the presentation slides for all those who took part.

The Land training feedback was not good in all areas. The committee agreed that the feedback should be given to the presenter.

Action – **IM** to email coaching presentation.

IM to email land training feedback.

Minutes subject to approval at the next meeting

- CDG15/50 **County Conference 2015**
IM posed the question as to whether the county should run a similar event next year. There was a positive discussion around new ideas, such as a motivational speaker, nutrition, coaching specialist and asking Leanne Brace, the Regional Club Development Officer, to attend the next CDG meeting for further ideas.
- CDG15/51 **County Conference 2015**
SM stated that planning for any future event would need to start in the summer.
- CDG15/52 **The Way Forward**
KL suggested a four-way divide of the county, similar to the one created by IM for the virtual galas. Each quarter assigned to SB, KL, HPW and NR as appropriate to share responsibility in reaching clubs and building a relationship with club volunteer co-ordinators. This may also work well for organizing officials courses. The committee thought this was a good idea going forward.
Action – KL to speak to SB and NR, and send out map.
- CDG15/53 **Any other business**
It was reported that there was a newly appointed Regional Support Officer to work alongside Leanne Brace.
- CDG15/54 **Any other business**
There was a new ASA Club Development Officer, Dean Walker from the water polo discipline.
- CDG15/55 **Any other business**
IM raised the question of Club Forums and whether clubs wanted them, and what they wanted the content to be. KH stated that we needed to raise awareness somehow. KL suggested that clubs needed to advertise such events on their own website as well as it being advertised on the Herts ASA site.
- CDG15/56 **Dates of future meetings**
17th June, 16th September and 4th November
- CDG15/57 **Dates of future meetings**
Apologies received from IM and SM for the 17th June. SM stated that Grant Chivers should be made aware of their absence as a Herts ASA officer should be at the meeting. KL suggested asking Leanne Brace, Regional Club Development Officer to attend to chair meeting.
Actions- KL to approach Grant Chivers and Leanne Brace