Hertfordshire ASA

Minutes of the Annual Council Meeting

6th July 2016 – Welwyn Civic Centre

Present:

Officers

Mrs Jean Cook	Chairman and Past President
Mrs Sheila Mackenzie	Association Secretary and Past President

Management Board Members

Mrs Jackie Harvey	Disability Manager
Mrs Deborah Huggett	
Mr Graham Huggett	Masters lead
Mrs Karen Lawson	Club Development Group Manager
Mr Ian Mackenzie	Past President
Mr Bryan Thompson	Swimming Manager

President

Mrs Janet Gardiner	Verulam ASC

President Elect

Mr Murray Devine	Verulam ASC

Past Presidents

Mrs Karen Huckle
Mr George Kent

Delegates

Mr Tom Brennan	Aqualina SSC (Synchronised Swimming Manager)
Mr Graham Spratt	Bishops Stortford SC
Mr Tony Chada	Bishops Stortford SC
Mrs Ingrid Wilkes	Hatfield SC
Mr Janko Gojkovic	Hatfield SC
Mr Ian Bays	Potters Bar SC
Mrs Heather Stott	City of St Albans ASC
Mrs Helen Malcolm	Ware SC
Mr Lee Arnold	Watford SC

Apologies

Mr Grant Chivers	Finance Officer
Mr Mark Horrod	Management Board Member
Mr Mick Boon	Past President
Mr Charles Dainton	Past President
Mr Stan Freeman	Past President
Mr Craig Hunter	Past President
Mr Derek Milton	Past President
Mr Chris Sage	Past President
Mrs Barbara Scorer	Past President
Ms Kate Carpenter	City of St. Albans ASC
Jonathan Lowy	Hertford SC (Water Polo Manager)
Berkhamsted SC	
Welwyn Garden SC	

16/1 Welcome

16/1.1 The Chairman, Jean Cook, welcomed everyone to the meeting, and introduced the officers.

16/1.2 The Chairman reported that the Finance Officer, Grant Chivers, was unable to attend the meeting as he was at work, away from the county.

The Chairman also explained that Grant wishes to stand down from the post of Finance Officer, as from 2017, but was prepared to continue in post, as far as he was able, until then. It has become increasingly difficult for Grant to find the time to fulfil his role for the county, as he often has to be away at work. A decision was taken that Grant would stand down as from now, as his time availability to manage the finances in the next year was uncertain. Ian Mackenzie has agreed to fulfil the role in the interim, until a

new Finance Officer is appointed.

16/1.3 The Chairman reminded everyone of the correct procedures for the conduct of the Council.

16/2 Apologies

16/2.1 Apologies were received as shown above**.**

16/3 Minutes of the Annual Council Meeting held on 1st July, 2015

16/3.1 The minutes of the Annual Council Meeting on 1st July, 2015 were accepted as a true record, subject to the amendments in minutes 16/4.1 and 16/4.2 shown below.

16/4 Matters arising from the minutes

16/4.1 Mr Mick Boon (Past President) had advised that his apologies had not been recorded.

16/4.2 Mr Charles Dainton (Past President) had pointed out some grammatical errors in Minute 15/8.1a)

This year the Roy Rogers Memorial Trophy is awarded to Barbara Scorer in recognition his significant contribution to swimming, at club, county and national level, over many years. The Chairman read the citation. The Trophy could not presented at the meeting, as it had not been returned by Steve Chambers, last year's recipient. This inconsiderate lack of respect and was noted

Should read:-

This year the Roy Rogers Memorial Trophy is awarded to Barbara Scorer in recognition of her significant contribution to swimming, at club, county and national level, over many years. The Chairman read the citation. The Trophy could not be presented at the meeting, as it had not been returned by Steve Chambers, last year's recipient. This inconsiderate lack of respect was noted.

16/5 Annual Report 2015-16

16/5.1 Copies of the Annual Report had been distributed, and the report was considered at this point.

16/5.2 There were no questions

16/5.3 The Chairman thanked the Association Secretary and Ian Mackenzie for its compilation.

16/5.4 The Annual Report was accepted.

16/6 Financial report

16/6.1 Ian Mackenzie, as interim Finance Officer, outlined the county's financial situation, and explained that he already fulfilled an overview of the county's accounts anyway.

16/6.2 The county is in a healthy financial position.

16/6.3 Despite funding offers being open to the clubs, there was only minimal uptake.

16/6.4 A draft of the summary of accounts for the year to 31st Mach 2016 was available at the meeting.

16/6.5 There were no questions.

16/6.6 The accounts have not yet been inspected, so the Annual Accounts for the year 1st April 2015 to 31st March 2016 could not be accepted at this meeting. The Chairman asked the Council members for agreement to defer the acceptance of the accounts, once inspected, to the Management Board. The acceptance of the accounts would then be ratified at the 2017 Annual Council Meeting. This was agreed.

16/7 Alterations to rules and conditions

16/7.1 There were no rule changes.

16/7.2 Swimming conditions were provided for noting.

16/7.3 It was advised that the discipline conditions are amended, as necessary, during the year, are approved to the Management Board, and are published on the website.

16/8 Awards

16/8.1

a) Roy Rogers Memorial Trophy – The Roy Rogers Memorial Trophy is awarded annually to the Hertfordshire person, team or club who has made a significant contribution to the sport of swimming.

   This year the Roy Rogers Memorial Trophy is awarded to Ingrid Wilkes in recognition her significant contribution to swimming, at club and county level .The Association Secretary read a citation.

b) Wilkinson Sword – The Wilkinson Sword is awarded annually for achievement in the sport of swimming.

The award was not presented this year.

c) President's Plate – The President's Plate is awarded annually, at the sole discretion of the President, for conspicuous service to the Hertfordshire ASA.

The recipient this year is Heather Stott, for her assistance to the President with the presentations of medals at the County Swimming Championships.

16/9 Installation of the President for 2016-2017

16/9.1 Murray Devine, the Hertfordshire ASA President for 2016-17, received the chain of office from Janet Gardiner. In his first duty as President, Murray presented Janet with her Past President's badge and pin, and a certificate.

16/9.2 The Chairman advised the meeting that Ian Bays has agreed to become President Elect 2016-17.

16/10 Election of Management Board members

16/10.1 The following were nominated in accordance with Rule 15.5

Voting was not necessary, as the number of nominations did not exceed the vacancies. The following were elected:-

To remain in office until Council 2017

One vacancy

To remain in office until Council 2018

Three vacancies

To remain in office until Council 2019

Mrs Karen Lawson

Mr Bryan Thompson

Mrs Jackie Harvey

One vacancy

16/11 Election of officers and managers

16/11.1 The following were nominated in accordance with Rule 15.5:

Voting was not necessary, as the number of nominations did not exceed the vacancies. The following were elected:-

To remain in office until Council 2018

Welfare Officer	**Mrs Karen Stephens**

To remain in office until Council 2019

Chairman	**Mrs Jean Cook**
Disability Manager	**Mrs Jackie Harvey**
Synchronised Swimming Manager	**Mr Tom Brennan**
Water Polo Manager	**Mr Jon Lowy**

16/12 Appointment of an independent financial examiner

16/12.1 Bruce Weir ACA was appointed as the independent financial examiner.

16/13 The meeting closed at 8.40pm, with thanks to those who attended.