

West Midland

Swimming

Meeting	ASA West Midland Region Annual General Meeting
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Venue	Summerhill School, Kingswinford
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Time and Date	10.00 am Saturday 19 th September 2009
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Present:	Mr P Wells (Chairman), Mr A Bartlett (President), Mrs J Childs (President-Elect), Mrs E Hindson, Mr R P N Hargreaves, Mr J E Russell, Mr B Simkins, Mr P W Holmes MBE, Mr D Corbett, Mr F A Green, Ms H Edstrom, Mrs M Fox, Mrs E Sykes (Regional Management Board Members), Jodi Fereday (Masters Committee Secretary) and 23 members representing 18 affiliated bodies; Chase, City of Coventry, City of Wolverhampton, Coombes Wood, Droitwich Dolphins, Haden Hill, Ledbury & District, Northgate, Oldbury, Oswestry Otters, Ross on Wye, Salopia, Shropshire ASA, Warwickshire ASA, Wolverhampton, Wolverhampton Masters, Wombourne, Worcester.
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In Attendance:	Mrs L Hill (Regional Director), Mr M W Beard (Finance Officer), Mrs J Campbell (Regional Office Manager), Miss J Powell (County Swimming Coordinator), Mr A R Hooper, Mr E B Hatfield (Past Presidents Midland District), Mr H Wedge, Miss C Hall, Mr S Nicklin (Aquaforce Volunteer Award winners).
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Apologies:	Mr D Sparkes (Life Member Midland District), Mrs E M Payne, Mr K Strike, Mrs E Gale, Mr F G Thain MBE (Past Presidents Midland District), Mr B Broadhurst (Past President Northern Counties), Mrs A Smith, (Synchro Committee Secretary), Allison Stoney (Diving Coordinator), Cannock Phoenix, Leek, Lichfield, Staffordshire ASA, Stourbridge, Walsall, Whitchurch Wasps.
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Minute	Agenda Item	Details	Action
1.0		<i>Prior to the commencement of the formal business, Mr Paul Wells, Chairman of the West Midland Regional Management Board, welcomed everyone to the Annual General Meeting of West Midland Swimming and thanked them for their attendance. Mr Wells introduced Jodi Fereday and Jennifer Powell, County Swimming Coordinators for Staffordshire & Stoke-on-Trent and Coventry, Solihull & Warwickshire. The meeting had a minute's silence in remembrance of Chris Fox, Graham Sykes, Harry Walker and others associated with swimming in the West Midlands.</i>	
2.0		<i>Lesley Hill, Regional Director, addressed the meeting, firstly by reminding everyone of the aims of the ASA:</i> <ul style="list-style-type: none"> • <i>To win gold medals at the Olympics and Paralympics</i> • <i>Ensure that the talent pathway works</i> • <i>Give every person an opportunity to learn to swim</i> • <i>Increase participation as part of the activity and health agenda.</i> <i>She reminded everyone that last year she said that the Region would:</i> <ul style="list-style-type: none"> • <i>Implement the club and coach project</i> • <i>Prioritise workforce development at all levels and in all disciplines</i> • <i>Work closely with facility providers</i> 	

		<ul style="list-style-type: none"> • Identify funding to support our work priorities • Assess our performance in all areas of the business. <p><i>The Region has been successful in achieving those targets by:</i></p> <ul style="list-style-type: none"> • Implementing 80% of club and coach project • Investing in workforce - £24k for 150 volunteers • Working more closely with facility providers • Identifying funding - £113k • Assessing the business by tracking the KPIs. <p><i>Lesley continued by saying that we still need to work together to create swimmer pathways, work with local authorities to produce aquatic strategies, continue to invest in and support our workforce and the hardest task is to drive the culture change agenda.</i></p> <p><i>She added that this is the most exciting period in ASA history due to increased interest in swimming following the Olympics, the fact that swimming is the most popular participation sport, the Government's Free Swimming initiative and the prospect of London 2010.</i></p>	
3.0	Apologies	As above	
4.0	Presentations of Aquaforce Volunteer Awards	<p>Alan Bartlett gave a citation for each of the regional Aquaforce Volunteer Award winners and presented them with their awards.</p> <p>Long Service Award - Herbert Wedge (Wellington SC).</p> <p>Young Volunteer Award (under 18yrs) – Chloe Hall (Shrewsbury SC).</p> <p>Outstanding contribution by an 18-25yr old – Stewart Nicklin (Stourbridge SC).</p> <p>The other award winners were unable to be present at the meeting and their awards would be presented at a suitable event at a later date by the Regional President.</p> <p>Outstanding contribution at club level – Keith Campbell (The Court SC).</p> <p>Outstanding contribution at county/regional level – Trevor Clark (Kenilworth Masters & Leamington Spa SC).</p>	
5.0	Presentation of Life Membership	<p>Mike Beard gave a citation for Roger Hargreaves and Alan Bartlett presented him with an award. Roger responded with a vote of thanks.</p> <p>Liz Hindson gave a citation for Gerry Thain and was presented with his award on Gerry's behalf by Alan Bartlett.</p>	
6.0	Midland Inter-counties Trophy	Alan Bartlett presented the trophy to Mavis Fox, Staffordshire County representative to the Regional Management Board, as top performing West Midland club at the National County Team Championships in October 2008.	
7.0	Minutes of the Annual General Meeting of 13th September 2008	The minutes were accepted as a true record of the meeting.	
8.0	Matters arising from minutes of 13th September 2008	<p>Two questions were received in advance of the meeting from Barrie Hatfield.</p> <p>12.1 Volunteering (Officials). Was the working group set up and what has it achieved?</p> <p>Response from John Russell: <i>A Working Group was set up and met to discuss the problems associated with the question of Licensed Officials. This resulted in two recommendations being put to the</i></p>	

		<p><i>Management Board, namely:</i></p> <p><i>The Region organise a Presentation of the CPD - Contemporary Issues. It is Mandatory that any official who had missed the deadline had to attend this CPD before he/she could apply for a Licence.</i></p> <p><i>That newly qualified officials wishing to apply for a Licence; the Region to fund the licence fee. Further current Licensed officials would be reimbursed for the licence fee already paid.</i></p> <p><i>Both recommendations have been accepted by the Board. The question of re-imbursement has yet to be implemented.</i></p> <p>12.3 asa proposed rule changes. Item3 - to remove the right of appeal from the Jury of Appeal. A lot of concern was expressed about this proposed change, was this found to be so and has it caused any problems?</p> <p>Response from Roger Hargreaves: <i>I have no knowledge of any adverse effect of the removal of the right of appeal from a properly constituted Jury of Appeal under Regulation 415.6 in the 2009 Handbook.</i></p> <p><i>Although, John and those others with closer relations with Juries at racing events and appeals to them may differ, there doesn't seem to have been any major problem - bearing in mind that all appellants disagree with every decision that goes against them, of course.</i></p> <p>Response from John Russell:</p> <p><i>I have not received notice of any problems in our Region being caused by this change. There has been one at National level but I have got to hear about it as an 'ASA Friend' and I don't know the outcome.</i></p>	
9.0	West Midland Swimming report and accounts	<p>The report and accounts document was presented to the floor, page by page.</p> <p>Mavis Fox (Management Board) commented that the England Central Team, which included those swimmers mentioned on page 6, won the swimming event at the UK School Games in August 2008.</p> <p>Peter Holmes (Management Board) said that he was delighted to see that some new facilities had been opened in the Region but warned that the number of facilities closing was having an impact on clubs and their membership.</p> <p>Barrie Hatfield (Past President) asked which 2 new clubs had been affiliated during the period April 08 – March 09 – the Membership Officer responded to say that these were Ellesmere College and Wrekin College.</p> <p>Barrie Hatfield asked for an update on the club constitutions, to which the Membership Officer said that only 1 club in the Region remained outstanding. The Chair advised that the West Midland Region had achieved the best result out of all the Regions.</p> <p>Barrie Hatfield also asked whether Gerry Thain had been congratulated on winning the BBC Midlands 'Unsung Hero' Award – the President and the Regional Office had written to him offering congratulations on behalf of the Region.</p> <p>Neil Monkhouse (Worcester) asked for clarification on the</p>	

		<p>Club and Coach funding in the accounts. The Finance Officer responded to say that the regional contribution of £39k for year 1 was provided for in the year 2007/08 and £39k for year 2 in 2008/09 and both have been ring-fenced in the accounts.</p> <p>Neil also asked for further details of the 'accruals'. The Finance Officer responded to say that, as per his commentary in the report, the majority of the amount is due to the ASA for the staff and office costs recharge.</p> <p>The Finance Officer pointed out a printer's error on page 14 of the report – (3,000) should be deleted from column headed Performance Coaches. He also said that with so many projects running in the Region financed by various grants, it was becoming more challenging to present the accounts in a meaningful manner to show exactly what the Region is involved in.</p> <p>The report was accepted by a show of delegate cards.</p> <p>The Chairman thanked the team for producing the report and the Finance Officer, as a volunteer, for producing the demanding accounts.</p>	
10.0	Proposals for changes to the ASA West Midlands Region Constitution	No rule changes proposed.	
11.0 11.1	Elections President	<p>Formally proposed by Mrs Mavis Fox, who gave a citation and seconded by Mr David Corbett, Mrs Jean Childs was formally voted in as West Midland Swimming President until the next Annual General Meeting in September 2010.</p> <p>Alan Bartlett presented the Presidential Chain and bouquet of flowers to Jean Childs who took her place at the top table.</p> <p><i>Alan Bartlett said that he had thoroughly enjoyed his year as Regional President, although there had been a slight hiccup in the middle when he was taken ill. He thanked everyone for the warm welcomes received by Ann and him at all the events they attended and also thanked the administrators, Board members and regional staff for their assistance over the course of the past 12 months. He said that he had many highlights over the year, although a most memorable occasion was at the National Open Water Age Group Championships in Sheffield, where he presented the medals during a thunderstorm and was wetter than the swimmers taking part! He offered his best wishes to Jean Childs for the next 12 months.</i></p> <p><i>Jean Childs thanked Mavis Fox and David Corbett for their kind words and was looking forward to the next 12 months when she hoped to visit all 4 counties and also further afield. She said that she was excited with the progress of the Club and Coach project. She wished Alan and Ann Bartlett well and said it would be a hard act to follow. She also thanked members of her family for their support and for attending the meeting.</i></p> <p>Jean Childs presented Alan Bartlett with a small memento and flowers for his wife Ann on behalf of the Region.</p> <p>The Chair formally welcomed Jean Childs as the Regional</p>	

		President.	
11.2	President-Elect	Mr Peter Holmes proposed and Mrs Jean Childs seconded the proposal that Mr Tony Ward be nominated as President-Elect. The nomination was formally approved.	
11.3	Regional Management Board members (Two members to be elected)	In the absence of further nominations, Messrs Tony Green and John Russell were approved as Regional Management Board members for 3 years.	
11.4	Regional representative to ASA Board	In the absence of further nominations, Mr Paul Wells was accepted as Regional representative to ASA Board.	
11.5	Delegates to ASA Council (Five members)	West Midland Swimming representatives to ASA Council were approved as follows: Mrs M Fox Mrs E Sykes Mr P Holmes Mr F A Green Mr A Bartlett	
		The Chair advised the meeting that the other delegates to ASA Council, by virtue of their role, are Mr Paul Wells (Chair), Mrs Jean Childs (President) and Mr Tony Ward (President-Elect).	
11.6	Elections for Regional Posts	The following regional posts were all approved en bloc.	
11.6.1	Diving Co-ordinator	Mrs Allison Stoney	
11.6.2	Masters Committee Secretary	Miss Jodi Fereday	
11.6.3	Open Water Committee Secretary	No nomination received.	
11.6.4	Swimming Committee Secretary	Mrs Liz Sykes	
11.6.5	Synchronised Swimming Committee Secretary	Mrs Alex Smith	
11.6.6	Water Polo Committee Secretary	No nomination received.	
11.6.7	Medical Adviser	Dr Mark Gillett	
11.6.8	Rules Committee Secretary	Mr Roger Hargreaves	
11.6.9	Membership Officer	Mr Alan Bartlett	

		<p>The Chair advised that anyone who was interested in the position of Open Water Secretary should contact the Regional Office.</p> <p>The Finance Officer advised that the previous Water Polo Secretary was standing down and for the interim period, the Regional Office would act as a point of contact and all water polo matters would be dealt with on project by project basis. He also pointed out that as the ASA Technical Committees have been restructured, it could be that the regional standing committee structures will be reviewed.</p> <p>Roger Hargreaves said that it is a Regional Management Board decision to address any vacant positions and has the authority to appoint where appropriate. The Chair said that the Board is always looking for volunteers to help and fill any vacant posts.</p>	
12.0 12.1	Appointments County representatives to Management Board	<p>The appointment of the Shropshire and Warwickshire County representatives were approved en bloc and would serve on the Management Board as follows: Mr Stuart Highfield (Shropshire) 3 years Mr Jeff Wilkes (Warwickshire) 3 years</p> <p>The other county representatives and their remaining terms of office are as follows: Mrs Mavis Fox (Staffordshire) 1 year Mr Bernard Simkins (Worcester County) 2 years</p>	
12.2	Honorary Solicitor	Patrick Nelson	
12.3	Independent Financial Examiner	Garratt's of Wolverhampton	
13.0	To receive the ASA documents	<p>The Chair handed over to Roger Hargreaves to explain the note issued by the Director of Regulatory and Legal Affairs.</p> <p>Roger Hargreaves commented that there were no Law changes at ASA Council this year although the Regulation changes that have been made by the ASA Board during the ASA year 2008-2009 will be ratified by ASA Council. ASA Council now only deals with 37 Laws whilst the ASA Board deals with the remaining regulations.</p> <p>The ASA Annual Report and Accounts was taken page by page for any comments.</p> <p>School swimming improvement programme – Barrie Hatfield commented that the figure of 62% of participants achieving 25m was very low. Frank Stoney, School Swimming Advisor, responded to say that the budget for school swimming remains with the schools and the curriculum is very busy.</p> <p>Governance, Structures and Partnerships – Barrie Hatfield asked if the West Midland Region was involved in the internal audit programme. Mike Beard replied saying that the Region did partake in an internal audit. Most of the action points have been implemented, but a follow-up audit has not taken place because the ASA internal auditor has been transferred to other duties. Barrie also asked if the review of the structure of the ASA Board had been completed – Roger Hargreaves stated that there were no</p>	

		<p>further updates.</p> <p>Financial Statement – Doug Cooling (Wolverhampton) was concerned that the operating expenditure had risen by 13.5% and staff and related costs by 9.5%. Mike Beard responded that a large part of the increase could be related to the increase in grants received. The overall loss relates to exceptional items without which would have meant a break even situation. Roger Hargreaves would check what was cited in the budget.</p> <p>The Chairman confirmed that these comments would be taken to ASA Council by the elected delegates.</p>	
14.0	Date of the next Annual General Meeting	The next meeting is confirmed as Saturday 18 th September 2010 at Summerhill School.	
15.0	Vote of thanks	<p>The Chair asked those present to complete a questionnaire on the format of the AGM and whether they would be interested in having some workshops available next year. He also mentioned the ASA Conference at the Holiday Inn, Stratford-upon-Avon on Saturday 10th October and anyone who wished to attend should contact the Regional Office.</p> <p>The President thanked all the delegates who attended the meeting and also thanked the scrutineers, Sheri and Leanne Mathers and the regional staff.</p>	

Minutes prepared by	Date	Reference
J E Campbell	22 nd September 2009	JEC/WMAGM190909