

North Lancs Swimming and Water Polo Association

Minutes of the Executive Committee Meeting 26th October 2015 – 7.30pm County Hall

IN ATTENDANCE:

Please note ONLY One person per club is the Delegate and has voting rights (any other is a visitor).

Bob Thompson (President),
Kevin Whiteside (Hon. Treasurer),
Janice Whittle (Age Group Secretary),
Garry Whittle (Vice President),
Andy Gaskell (Development Committee),
Judith Dutton (Leyland Barracudas),
Malcolm Wilson (Life Member),
Steve Heaps (Preston)

Gillian Rankin (Leyland Barracudas),
Mary Parkinson (Chorley Marlins),
Paul Kenny (Clitheroe)
Andy Timpany (Carnforth)
Jen Barcock (Fleetwood)
John Robinson (Pioneer 79)
Catherine Holmes (Garstang)

APOLOGIES:

Sue Tinkler (Hon. Secretary),
Jane Whittle (Swim League Secretary),
Alison Lawson (Fleetwood ASC),

Action By:-

1. WELCOME

The President welcomed everyone to the meeting and thanked them for taking time out of their busy schedules to attend.

2. MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting held on 14th September 2015 were reviewed.
Macolm Wilson pointed out that he had submitted his apologies in advance of the meeting.

A proposal to accept the minutes was received from Garry Whittle and seconded by Mary Parkinson and approved by all present. The minutes were signed by the President as a true record, with the addition to the apologies.

3. MATTERS ARISING

No Matters Arising

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| <p>4. CONFLICTS OF INTEREST</p> <p>There were no Conflicts of interest registered</p> | |
| <p>5. ITEMS FOR ANY OTHER BUSINESS</p> <p>No items of AOB required to be given priority for discussion over other items on the agenda.</p> | |
| <p>6. CORRESPONDENCE</p> <p>An email has been received from Head Coach at Burnley Bob Cats asking to be included in selection process and any correspondence in relation to the Swim Camp. A reply has been sent by the Association, explaining that the Swim Camp is only for North Lancs affiliated Clubs and their members. Bobcats isn't affiliated to N Lancs, and whilst they draw their members from several clubs affiliated to the Association, it is entirely a matter for those clubs who they chose to send on the camp.</p> | |
| <p>7. HON. TREASURER'S REPORT</p> <p>(See attached report)</p> <p>The question had been raised at the Swimming Committee whether we should use badges of medals at N Lancs Level 2 competitions, as medals would be cheaper, this was deferred for discussion at a later date.</p> <p>The Accounts & Report were proposed by Janice Whittle and Seconded by Steve Heaps and accepted by all present.</p> <p>The President thanked Kevin Whiteside for all his hard work.</p> | |

8. SUB COMMITTEE REPORTS

• Age Group Report

The Level 2 Competition had been a good meet, there were fewer competitors but the feedback had been good, some things need to be looked at for next year. The sessions were a good length with no major issues. J Whittle thanked the clubs as all clubs provided volunteers. There was a full quota of officials and mentoring was able to take place so thanks also to these and the Timing Suite and Announcers; new people were now interested in these roles.

Dependent on pool availability provisional dates for next years' competition are the 1st and 2nd and 15th and 16th October with entry fees to be £4 and Squadrons to be run in Session 8.

JW

Inter-Association – all swimmers have been notified, with a couple of amendments. Andy Timpany and Paul Davison are Team Managers and Jen Barcock is the chaperone. There is a get together at West View Leisure Centre on Sunday 15th November at 2pm. Fleetwood will provide a portable amp.

JW

Inter-Association next year will be at the Wigan Life Centre on Sunday the 26th June 2016

The President thanked Janice and Garry Whittle for all their hard work in organising the Meet and pointed out that around 40 records were broken at the meet. Details of the current records will be posted on the website in due course.

BT/MW

• Swim League Report

All results are now checked and ratified and on the N Lancs website. Congratulations to Preston, Preston B and Lancaster, commiserations to Chorley and Ormskirk.

Blackburn and Pioneer are to re-join the league in 2016, which will mean 6 teams in Division 1, 5 teams in Division 2 and 5 teams in Division 3. Teams relegated will still be relegated, and two teams promoted.

Thanks were expressed to Jane for coping with various difficulties.

Proposed rule changes for late/incorrect documentation.

A proposal to change the rules was circulated. It was suggested that the results sheet template be amended to include a box at the foot of the form for the Referee to sign to signify that all team sheets had been handed in at the gala. If team changes are necessary the Team Manager should inform the Referee and amend the sheet after the gala.

MW/JW

Proposed League Fees for 2016 £20 – Agreed.

Changes to rules proposed by Janice Whittle and seconded by Malcolm Wilson and agreed by all present.

• Water Polo Report

No Report available

Proposed League Fees for 2016 £20 – Agreed.

Radcliffe have no pool facilities so will not be in the league for the coming season but wish to retain their affiliation for the coming year.

- **Development Committee**

No report.

- **Swimming Committee**

The Development Meet is scheduled for 23/24 July, it will be age on day and the closing date will be 20th June. There will be no speeding tickets and medals for the top 3 swimmers in each age group/event. Entries will be £3.50 and club times will be accepted, and we are relying on the integrity of the coaches in this respect. Qualifying times and programme will be similar to the October 2014 meet.

JW

Lancashire Development Meet is scheduled for the 2nd July at Broughton Pool, Salford.

9. Nominations for AGM

The President advised that the following nominations have been received:

- i) Vice President – Andy Gaskell (Proposed Gill Rankin, Seconded Mary Parkinson)
- ii) Hon. Secretary – Bob Thompson (Proposed Malcolm Wilson Seconded Kevin Whiteside)
- iii) Hon. Treasurer – Gillian Rankin (Proposed Andy Gaskell, Seconded Janice Whittle)
- iv) Hon. Championship Secretary – Janice Whittle (Proposed Susan Burrows, Seconded Mary Parkinson)
- v) Hon. Swim League Secretary – Jane Whittle (Proposed Liz Bonsall, Seconded Mary Parkinson)
- vi) Hon. Water Polo Secretary – No nominations received.
- vii) Independent Examiner – John Armour (Proposed Bob Thompson, Seconded Garry Whittle)
- viii) Life Member(s) – No nominations received

The nominations will go forward to the AGM and be circulated with the AGM papers. The President asked that the question of nominations for the office of Water Polo Secretary be deferred and all agreed.

10. AGM

- i. Date Monday 7th December 2015 7.30pm County Hall
- ii. Paperwork to be circulated/posted on website by 8/11/15 incl. nominations.
- iii. Swim League Fixtures Meeting to follow – please ensure team managers are aware and present.

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| <p>11. Handbook/Constitution</p> <ul style="list-style-type: none"> i. Constitution redraft accepted by NW Region subject to additional modifications to bring into line with current ASA management structure and provide for appeal procedures etc ii. Development Committee have approved draft incorporating suggested changes, with the exception of quorum which remains fixed rather than variable (not compulsory) iii. The draft is now to go forward to AGM for adoption, subject to final ratification by NW Rules Group (post AGM). <p>The President advised that the constitution provides for the Welfare Officer to be appointed by the Executive. Whilst it provides for the Officer to keep the Executive informed of all matters relating to welfare this is read in a general sense without any requirement to provide specific detail of individual cases, where the officer is bound by the ASA code and guidance in these matters.</p> <p>Changes to the Constitution proposed by Andy Gaskell and seconded by Kevin Whiteside and agreed by all present.</p> | |
| <p>12. ANY OTHER BUSINESS</p> <p>Masters – Janice Whittle advised that at the ASA Masters in Sheffield Sophie Casson broke the British, European and World Records in the 30-34 age group in the 400m freestyle. The President pointed out that she still holds several Inter-Association records.</p> <p>Trophies – Sue Tinkler has taken the bases to look into the manufacture of new ones. This is ongoing but should be done by the time they're needed, a gentleman has offered to do them for the cost of the materials. The Ladies 100m breaststroke trophy needs to be valued as the replacement cost would be very high. . The President suggested selling the trophy because it is, very large, quite delicate and impractical for most recipients. The money raised could defray the costs of refurbishing the remaining trophies. He suggested we defer any decision until the valuation is to hand. Two of the of the league cups are back and the League trophies will be presented at the AGM, together with the Bob Marshall Trophy to the Championship winning club.</p> <p>Rose Procter has resigned so please use Paul Kenny email paulekenny60@gmail.com. Clitheroe also need a head coach.</p> | |
| <p>There being no further business the meeting closed at 8.39pm</p> | |

Hon. Treasurers Report 26th October 2015

Accounts for year ended 30.09.2015

- Since the last meeting the accounts for the year ended 30.09.2015 have been finalised and sent to John Armour for his independent review
- The accounts are as circulated and the only difference from the figures reported at the September Exec meeting were :
 - Additional expenditure for the Swim Camp £43
 - Postage £8
 - Bank interest received £5
- The net deficit for the year was £2,791
- Bank and cash reserves at the end of the year stood at £34,884.
- Whilst the Level 2 meet started in the last week in September it was agreed to exclude any income or expenditure in connection with the meet from the accounts, so that each year's accounts reflects only one Championships.

The accounts for the month of October 2015 have also been circulated.

- These include the Level 2 meet which generated a surplus of £1,824, subject to the pool hire charges estimated at £5,100.
 - This is well down on the Level 3 meet in January which produced a surplus of £9,277
 - Entries were down by 33% on the Level 2 meet – partly a reflection of the higher entry standard.
 - Spectator fees were down by a similar percentage.
 - Costs were relatively static, with the exception of the badges, which are more expensive than the medals and the higher levy paid as a level 2.
 - If the Association wishes to continue to support its member clubs through Bursaries and the Swim Camp, in the future it will need to generate a higher return on the meet.
 - The Swim Committee have looked at a number of options including raising the entry fee, moving the date of the meet and possibly easing the lower QT. These will be covered in the Committee report.
- The only other expenditure in the period are the three bursaries paid out to clubs as detailed in note 5 totalling £1,195.
- The Association currently has £40,613 in reserves, with a pool hire bill due to B/Pool Council outstanding and estimated at £5,100.

Again I would just remind clubs that If you are making a BACS payment to the Association, for subs entries fees etc., could you please ensure that you also e-mail me a remittance advice to advise me of the amount being paid, so that I have a record of the amount coming in, rather than having to wait for the bank statement to arrive?

Thank you.

Kevin Whiteside