



NORFOLK COUNTY AMATEUR SWIMMING ASSOCIATION
MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON WEDNESDAY 24th NOVEMBER 2021

PRESENT

OFFICERS: Mr G Applin (President), K Belton (Treasurer), Mrs C Rose (President Elect), K Rumsey (Chairman), Mrs K Woodhouse (Hon. Secretary).

PAST PRESIDENTS: Mrs D Barrett (Trophies), R Barrett (County Records & Colours), C Galer (Officials Training), P Kendall, A Lelean (Website), S Murray, A Smith, Mrs M Tallwin.

OTHER ATTENDEES: Mrs S Buchan (North Norfolk), J Dixon (Norwich Synchro), Mrs J Kendall (Open Water), A Moore (Disability), Mrs P Moore (Gt Yarmouth), I Patterson (CO Norwich), Ms M Phoenix (Norwich Swan), S Riches (Norwich Swan), S. Rose (West Norfolk), Mrs T Spinner (Volunteers Coordinator), S Watts (North Norfolk), Mrs F Wilson (Diss Otters).

APOLOGIES: B Coombs (County Coach), K Hall (Norwich Water Polo), L Harvey (Championship Secretary), M Ogden (Dereham), D Peck (Development), Mrs A Riches (Norwich Swan), N West (Norwich Water Polo).

2. MINUTES OF 2020 AGM

The minutes were accepted as a true record.

3. ANNUAL REPORTS

President The President expressed regret at being unable to perform many Presidential duties this year so will be continuing as County President in 2022.

He was proud of the resilience of our clubs, swimmers, parents, volunteers and officials in finding ways to pursue the sport we all love in the face of COVID. He said it was refreshing to see how well everyone had been able to adapt in the challenging times we have had. He said we will expect to be vigilant as we proceed into 2022 and need to follow the latest guidance and procedures as we return to competition.

He thanked all the officials, volunteers and parents stating without these important people we would not be able to run our galas and events so successfully. He thanked Norfolk ASA for their continued support throughout the year and particularly the various County Committees for working with clubs in what had been a challenging 12 months.

Hon. Secretary There had been four Executive Committee Meetings since the last AGM; all which have been held remotely using Zoom. There were two Competitions Sub-Committee Meetings within the same time frame.

The dates for the 2021-22 Executive Committee Meetings are: Tues 7th December 2021, Wed 9th March 2022, Tues 7th June 2022, Wed 7th September 2022.

AGM 2022: Wed 23rd November 2022.

Dates for the Competitions Sub-Committee Meeting have yet to be confirmed.

All Executive and Competitions Meetings will be held on Zoom. All commence at 7pm

Championship Secretary No report.

Competitions Secretary No report.

County Records & County Colours No report.

Trophies, Gala Helpers & Stock No report

Norfolk Junior Inter Club Gala No report

Masters Swimming No Report

Synchronised Swimming No report

Water Polo Norwich Water Polo Club is the only water polo club in Norfolk with the nearest club being Ipswich. Currently there are 25 senior members and 18 juniors. To try and recruit more juniors, Norfolk ASA clubs were asked to promote a series of free sessions at Wymondham Leisure Centre in the build up to Christmas.

Pool time for training has been reduced from 4 hours 15 minutes a week to 2 hours 15 minutes so this puts incredible strain what the club is able to provide.

The Club has one qualified referee and would like to gain some funding to give more club members the chance to become qualified.

Open Water COVID-19 forced the Region to cancel the 2021 Regional Open Water Championships. The 2022 will be held at Whitlingham on July 10th 2022. The format of previous years will continue, with the addition of chip timing to aid the results process. The Norfolk County Open Water Championships will continue to be an integral part of the day. Norfolk Open Water training took place at Whitlingham in the summer and will be organised ahead of the Regional Championships in 2022.

The Regional OW event team are seeking a volunteer to take on the important role of entry coordinator in the run up to the event and recorder on the day. Ideally this would be someone with previous experience of this process and would be a great help if the volunteer came from Norfolk, so that they could get together with local members of the OW event team during the pre-race period to work on things together. If you know of anyone who would be able to provide this particular support please can you contact Jacqui or Paul Kendall.

openwater@eastswimming.org

Disability Swimming No report

County Website No report

Officials Liaison No report.

Officials Training and Development Co-ordinator Return to competition has been tentative with some clubs able to have a greater amount of competitive swimming than others depending on pool restrictions.

(GDPR) continues to restrict the information Swim England is able to pass to the Officials Coordinator so he was grateful to the coordinators in each club for passing on relevant information.

There has been a reduction in officials renewing membership this year but this has not been as great as anticipated.

Swim England East Region ran a series of updates for officials of all levels which were well attended.

Poolside practical assessment has been removed in the JL1 & JL2 categories so after a review of candidate's workbooks and discussion of competencies, a number of passes had been processed. Mentoring on a one-to-one basis is still not allowed with restrictions in place. As soon as this situation changes, clubs will be informed.

Some clubs have been very active in encouraging members to complete the online courses, which is far easier for candidates as they can take it at their own pace and at any time. JL2 & JL2S courses are being delivered via the internet and the East Region are sharing details of courses which give candidates multiple opportunities to access a course. Referee training is expected to recommence in January 2022 with previous candidates starting the classroom sessions from scratch

For further details on any of the above please contact. Chris Galer. Email. cat.galer@sky.com

Development There had been few development opportunities this year. However, webinars organised by the group included Nutrition, Sports Psychology, Parents in Sport and elite swimmer talks. Open water coaching sessions were held at Whitlingham during the summer. Beth Coombs joined the development group as the County Coach

A Development meeting was held on November 16th (via Zoom) to discuss the way forward for 2022.

The Development Secretary thanked Chris Galer, Stewart Murray, Keith Belton and Bethany Coombs for their input to the development of Norfolk Swimmers.

Child Protection & Welfare No report

East Region No report.

Emergency No report.

Press & PR No report.

County Volunteer Co-ordinator Meetings of the newly formed NCASA Volunteers Forum took place quarterly, and subjects discussed included: fundraising, COVID safe competition, volunteer recruitment and resources.

The forums were a way to support clubs and to share knowledge and experiences.

The reports were accepted unanimously. The officers were thanked for the preparation of their reports.

4. BALANCE SHEET

The Hon. Treasurer presented the annual report.

The Account presented a straight financial position under the headings used for many years.

Income for the year totalled £348.23 against expenditure of £8,640.95. The Balance Sheet showed a deficit of £8,292.72. Current assets, including stock, are £65,417.12. There has been no income generated from galas due to the pandemic. Expenditure was mainly development and affiliation rebates, both to support clubs. The Closing Stock includes £756.32 in respect of medals that were purchased for 2020 events but will now be used during 2022. They will appear as expenditure and stock sales when they are used. In this way more accurate event costs will be seen.

The Treasurer thanked the auditor, Kathryn Curtis, for her work at the end of the year. The adoption of the accounts was agreed unanimously. The Treasurer was thanked for his work throughout the year.

5. AFFILIATION FEES

The Hon. Treasurer explained that at the last Executive meeting it had been agreed to propose the continuation of the affiliation fee rate of £0.01 per member. This would mean that over £3000 is retained by the clubs. The affiliation fee was approved unanimously.

6. DECLARATION OF PRESIDENT FOR 2022

As his Presidential year had been disrupted by the coronavirus pandemic, it was agreed that Gary Applin should continue as President for 2022.

7. ELECTION OF OFFICERS

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|----------------------|-------------------|
| President Elect | Cheryl Rose |
| Hon. Chairman | Kevin Rumsey |
| Hon. Secretary | Karen Woodhouse |
| Hon. Treasurer | Keith Belton |
| Hon. Auditor | Kathryn Curtis |
| Hon. Solicitor | Bruce Faulkner |
| Hon. Medical Officer | Dr Martin Roberts |

These appointments were approved unanimously.

8. ELECTION OF SUB COMMITTEE SECRETARIES

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|-----------------------|-----------|----------------|
| Competitions | Secretary | TBC |
| Masters | Secretary | TBC |
| Synchro Swimming | Secretary | Jessica Ashley |
| Water Polo | Secretary | Kevin Hall |
| Finance | Secretary | Keith Belton |
| Norfolk Junior League | Secretary | Cheryl Rose |
| Emergency | Secretary | Chris Galer |
| Development | Secretary | Darren Peck |

These appointments were approved unanimously.

9. ELECTION OF OTHER OFFICIALS AND COUNTY REPRESENTATIVES

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| Trophies | Dianne Barrett |
| Records & County Colours | Robin Barrett |
| Officials Liaison | Gary Applin |
| Officials Training & Development Co-ordinator | Chris Galer |
| Child Protection & Welfare | TBC |
| East Region | Darren Peck |
| Championship Secretary | Liam Harvey |
| Gala Helper Liaison | Dianne Barrett |
| Team Manager | Annie Riches |
| Press & PR | Marianne Phoenix |
| Disabled Liaison | Tony Moore |
| County Coach | Bethany Coombs |
| Open Water | Jacqui Kendall |
| County Website | Adam Lelean |
| East Region County Forum Reps | Darren Peck, Cheryl Rose, Tracey Spinner, Karen Woodhouse |

County Volunteer Co-ordinator

Tracey Spinner

These appointments were approved unanimously. All out going officers, secretaries and representatives were thanked. Vacant posts will be co-opted at the next Executive meeting or as soon as possible after that. Clubs were asked to seek suitable volunteers from within their membership.

CLOSING REMARKS

The date for the AGM in 2022 was confirmed for Wednesday 23rd November 2022.

The Chairman thanked the Secretary for preparing the minutes and for her work over the past year. He thanked all those involved in Norfolk ASA for their help and support throughout another difficult year. He then closed the meeting.