

**NORFOLK COUNTY A.S.A.**  
**Executive Committee Meeting –Wednesday 7 September 2016 – Hewett Academy**

**PRESENT** Mrs K Woodhouse (President), Mrs D McRoberts (Secretary), K Belton, (Treasurer), A.Smith (Asst. Secretary), G Applin, Mrs D Barratt, R Barratt, C Galer, P. Kendall, A Lelean, Mrs S Lelean, A Moore, S Murray, Mrs K Robinson, Mrs C Rose, Mrs M Tallowin, Mrs N Warne.

**29. APOLOGIES** K Rumsey (Chairman), D Peck, J Peggall, Mrs T Spinner.

**30. MINUTES OF EXECUTIVE MEETING HELD ON 7 JUNE 2016**

Agreed as a true record.

**31. MATTERS ARISING**

**22. Election of Officers.**

The Press & PR post and the County Volunteer Coordinator post remain unfilled.

**23. County Conference-One Direction 2017-21.**

This is due to take place at Kegworth on 19 October. Chris Galer and Paul Kendall both hope to attend.

**32. FINANCE SUB COMMITTEE MEETING**

As no separate meeting had been held, this item was incorporated into the agenda for this Executive Meeting.

**a). Review of the accounts for 2015-16 to date.**

The Treasurer outlined the position on the accounts as at present and the likely out-turn for the financial year which ends on 31 October. Most of the significant events had taken place other than expenditure items relating to the two imminent inter-county galas. Invoices for some of the open water training were still to come and there might be some small advanced costs associated with the county development day planned for November. It was estimated that the final income figure would be around £50,500 and the expenditure total around £48,000 giving a surplus of £2,500 compared with the budgeted deficit of £7890. It was assumed that any stock purchases would be offset by sales at a similar level.

**b). Budget for the year up to 31 October 2017.**

The Treasurer had produced a draft budget for the next year based on income and expenditure during the current year but taking into account the changed fixture list and particularly those fixtures relating to the county championship galas transferring to the UEA Sportspark and the need for extra medals. The Treasurer proposed some changes to the event entry fees for some galas: the championship galas should be £6 (now £5) per session: the Masters is already £6. The challenge gala and the (new) development gala would be £5. There would be no change for the relay and swimability galas. It was also proposed to alter some of the door fees with £3 per session for the championship galas (unless there are 3 sessions per day in which case it would remain at £2 per session). The relay and county junior league gala door fees would increase to £3. Masters would continue to charge for the programme in lieu of a door fee. These changes were agreed. On this basis the budget showed income at £56,940 compared with expenditure of £60,128 giving a budgeted deficit of £3,188.

**c). Review of Affiliation Fee for 2017.**

It was proposed and agreed that the present affiliation fee of £1.30 per member regardless of category would remain unchanged. This will be recommended at the AGM.

**33. CORRESPONDENCE.**

There had been a good turn-out of Past Presidents at the County Relay Gala. One complaint had been passed to the Emergency Officer to deal with. Various items of correspondence had been passed on to clubs or individual officers as appropriate. The recent deaths of two former swimming officials and the well-known wife of another official were reported.

**34. TREASURERS REPORT**

The accounts as at 31 August showed income of £50,037.27 and expenditure of £43,268.01 giving a surplus of £6,769.26 on the year to date. Funds totalled £61,597.05 including an amount of £3,725.34, shown as 'restricted funds'. The Treasurer explained that this item related to monies passed to the county following the closures of the Norwich Disabled Swimming Club and Long Stratton Swimming Club both of which had specified particular types of swimming activities to be funded from the proceeds. Some amounts from these funds were being used to support the annual swimability gala.

**35. CURRENT SWIMMERS' ACHIEVEMENTS**

None were reported.

**36. MINUTES TO NOTE: COMPETITIONS SUB COMMITTEE – TUESDAY 19 JULY 2016**

Minutes noted.

A much-altered fixture list was finally agreed for 2017 (subject to pool bookings and the acquisition of appropriate licences).

The meeting had incorporated the AGM of the Norfolk Junior Swimming League.

As there was not, after all, a clash between the forthcoming Eastern Junior League Gala, which involves the City of Norwich Swimming Club and takes place on Saturday 17 September in Norwich, and the Junior Inter Counties Gala at Luton the following day, there seemed to be no good reason for whole squads of swimmers to be prevented from accepting invitations to swim for their county. After some discussion, it was generally agreed that the selection of swimmers for the forthcoming junior inter-county gala and the subsequent National Inter Counties Championship Gala would follow the policy document agreed earlier in the year.

### **37. ARRANGEMENTS FOR THE AGM 2017**

The AGM is scheduled to take place on Wednesday 23 November at 7.30 pm in Room A17 at The Hewett Academy. Voting cards will be sent to clubs in accordance with the number of members at the time of the 2016 affiliation. Invitations and voting cards are not sent to individual members. The Secretary and Assistant Secretary will liaise over the documentation. Nominations for officers, where there are a number of vacancies to be filled, need to be submitted to the Secretary at least one week before the AGM. Written reports from officers need to be submitted to the Secretary by one week before the AGM to go into the Annual Report. Any proposed motions for debate or rule changes need to be with the Secretary by 1 October latest.

Several rule changes are already due to come to the AGM:

1. Alterations to the rules relating to the Development Sub Committee were discussed and agreed at the first Executive Meeting of the year.
2. The post of Membership Secretary is to be abolished for reasons given at the same Executive Meeting.
3. Two additional posts, overlooked at the last AGM, need to be automatically co-opted to the Competitions Sub Committee, i.e. Development Officer and Officials Examinations Officer.

The possible addition of a Vice Chairman post was discussed following the frequent absence of the Chairman from meetings due to work commitments. However, after some discussion, it was left that, in the absence of the Chairman at an Executive or a Sub Committee meeting, someone else at the meeting, but not necessarily the President for that year, would be invited to chair the meeting.

### **38 REPORTS**

**Norfolk Junior League.** The first round galas had been brought forward into 2016 and will take place on Saturday 26 November at Wymondham and Thetford. The lane draw is still to be made and the details will be sent out to clubs shortly. The final round will take place on Saturday 4 February 2017 at Wymondham and Dereham.

**Facilities.** Nothing to report.

**Officials Examinations.** Since the last meeting 6 JL1s, 1 JL2 and 2 Starters successfully passed their assessments. A JL1 course took place on Saturday 11 June but attendance was disappointing: (very few of those who have already participated in a timekeeper course then apply to do the full JL1 course). A JL2 course took place on Wednesday 8 June and was reasonably well attended. Two starter courses were held, at Wymondham on Tuesday 28 June and at Downham Market on Tuesday 30 August, and both were well attended. Timekeeper courses had taken place at West Norfolk and Norwich Swan Swimming Clubs during June.

**Officials Liaison.** There had been a good response for officials at the County Challenge and County Relay galas.

**Masters.** The East Region Masters Competition will take place on Saturday 1 October at Newmarket. The ASA National Masters Short Course Championships will take place in Sheffield on 28 – 30 October. The East Region heats of the Inter Counties Competition will take place on Sunday 20 November at Newmarket.

**Synchro.** The annual display had taken place at Wymondham pool in July (not in June as stated at the previous meeting) at which annual awards were presented. A lot of interest is being shown by potential synchro swimmers and trials are being held to select those to fill the few places available.

**Water Polo.** No report.

**Open Water.** Eleven Norfolk swimmers attended the Nationals. Sam Rose achieved the highest place in the 13 year age group and Harry Crisp competed successfully in the 1.5k (1st), 3k (2nd) and 5k events. The efforts involved in the Fritton Lake training sessions are clearly paying dividends. It is hoped to continue the training again in 2017. Some forthcoming changes relating to the wearing of wet suits were discussed.

**Disabled Swimming.** Jessica Jane Applegate is now at the Paralympics in Rio and is due to compete in four events. The East Region Disability Swimming Championships are due to take place on Sunday 9 October at Newmarket. The Swimability Gala took place at Riverside Pool, Norwich, on Saturday 2 July and was deemed a success. It is planned to hold the event again on Saturday 1 July 2017.

**Records.** Applications have been received for new records and these are currently being processed.

**Trophies.** One county colour was presented to a swimmer who was about to leave for university: others will be presented at appropriate galas. Good advanced notice is required please for the new T-shirts.

**East Region.** The East Region Annual Council Meeting is due to take place on Saturday 17 September. Clubs can send delegates and make nominations for posts to be filled. The East Region membership will remain at £5 each for category 1 and 2 members and £35 per club.

**East Region Competitive Swimming.** The East Region Short Course Winter Championships will be held at Luton on 4 – 6 November.

**County Development.** A County Development Day is planned to take place at Easton College on Saturday 19 November. Presenters and tutors have been booked. Details will go onto the web sites and out to clubs shortly.

**County Website.** Any dates of birth on the website have now been removed as requested.

**Child Protection & Welfare.** No report.

**Press & PR.** No report.

**County Volunteer Co-ordinator.** No report

### **39. DATES FOR EXECUTIVE COMMITTEE 2017**

It was agreed to continue the pattern of alternating the quarterly meetings on Tuesdays and Wednesdays. The following dates were proposed and agreed. Tuesday 6 December 2016, Wednesday 1 March, Tuesday 6 June and Wednesday 6 September 2017. The 2017 AGM will take place on Wednesday 29 November. The Assistant Secretary will book rooms at the Hewett Academy.

### **40. ANY OTHER BUSINESS**

A note had been received from the National Licensing Officer relating to County Championship galas. It was emphasised that dates must be in the ASA county championship window for a licence to be granted. The age banding for the events which should have finals will be 10/11, 12, 13, 14, 15 and 16 & over – but there should not be finals for open events.

The next meeting of the County Executive will take place **on Tuesday 6 December 2016** at Hewett Academy.