

Oxfordshire & North Buckinghamshire Counties ASA

President: Chantal Clavaud

Chair: Gemma Scrivener



MINUTES OF EXECUTIVE COMMITTEE MEETING HELD Via Zoom ON 16th July 2024 following the AGM (7.55pm)

Present:

Attendee	Club	ONB Role
Alex Dodd	Thame	
Alison Allen	AVSC	
Amanda R	Maxwell	Disabilities Secretary
Andrea Fijalkowski	W&DSC	
Chantal Clavaud	Witney	Lead Team Manager/President Elect 2024/25
Donna Richmond	Maxwell	
Emma Anderson	Banbury	Girls team Manager
Emma Newman-Baronius	Maxwell	
Gary Blissett	ADSC	
Gemma Scrivener	Bicester	
Georgia Rose	ONB	
Geraldine Seabrook	Didcott	
Grace O'Dwyer	Banbury	
Graham Dick	Newport Pagnell SC	
Heather Fowler	ADSC	
Heather Patrick	Newport Pagnell SC	
Hollie Robbins	CoSC	
Iain Rennie	CoSC	County Secretary
Karen Underwood	CoSC	Officials Coordinator
Kate Dingle	AVSC	
Kay Hoffman	Kidlington	
Laura Hale	4SSC	
Luc Seabrook	Didcott	
Mandy Fuller	OWASC	Artistic Swimming Secretary
Martin Kabat	Banbury	
Neil Blunstone	Bicester	Boys Team Manager
Nick Ray	WWHSC	
Oliver Stockland	ADSC	President 2023/24
Peter Shaw	Kidlington	County Records Officer
Rachel Pearson	4SSC	
Richard Elvidge	CoSC	
Sharon MacNab	Maxwell	Swimming Championships Secretary
Simon Joyce	Kidlington	Masters

	Agenda Item	Discussion and Decision	Action
1.	Apologies	Apologies were received from: Ellen Curtis Annette_Probert Stephen Wynne-Jones Mark Jeffreys Sinead Lavin Paul Baybutt Kim & Chris Brosnan Caroline Court Andy Stiles Tony Koral Kate Hutchinson Steve Fabes Christine McLintock Kim Weetman	
2.	Correspondence	Identity Fraud Email - Scam emails Action Fraud, report@phishing.gov.uk The county encountered a case of attempted Identity Fraud and reported it to the police. Artistic Assistant Coaching Course - https://www.swimming.org/ios/course/12141 South East Region shared details of an upcoming Course. East Region shared details of their upcoming Para Meet East Region Para-Swimming Meet 2024 Amanda highlighted that the South East and South West combined Para meet is also being run, details on the ONB website. South East Region shared details of the upcoming Water Polo Coaching Courses https://www.swimming.org/ios/course/11872 https://www.swimming.org/ios/course/10159 We received the feedback from the Regional Strategy Day, this has been circulated to Chairs and is posted on the ONB Website Regional Strategy Day Feedback Henley Leisure – Welfare Officer Henley Leisure are working on their Governance and Banbury's Chair has offered to act as their welfare officer for the short term to enable them to complete their renewal. Storage Insurance We have received details of Storage Insurance from Howdens. We are reviewing it with an aim to have Storage in place shortly for the County. Swimpath sent us a proposal for delivering County Championships Merchandise, unsolicited. It is being reviewed by Chantal. Swimpath – Proposal County Championships Merchandise We received confirmation of the CDP selection criteria for 20-24-2025. CDP Selection Criteria Guidelines 2024-2025	
3	ONB Risk Register Review	Issued in the Reports Pack. No Changes.	

	Agenda Item	Discussion and Decision	Action
4	ONB Equality and Diversity Action Plan Review	Issued in the Reports Pack. Noted that the Principle Roles and the Team Managers had completed the new Swim England training on Inclusion and Diversity which is found on the new Inclusion Hub (Inclusion Hub - Swim England (swimming.org)) – the course: Foundations of Inclusivity (swimming.org). No Changes.	
9	Appointments	The voting for the appointments was conducted as a Zoom Poll and it was highlighted that like the AGM it was important for the attendees to consider if they would propose/second each nominee. It was also highlighted that the Secretary was not able to participate in any of the Polls and so would not contribute a vote except if a tie break was necessary. The nomination list with the results is on the County Website alongside the Minutes.	
	ONB Judicial Officer	No Volunteers	
	Welfare Officer Panel	The following were duly elected: Sumedha Bird Christina Slater Emma Wood Laura Hale Ellen Curtis	
	Swimming Championships Secretary	No Volunteers (It was highlighted that with the changes in how we are running the Championships for 2025 the role description would require amending)	IR/CC – Update the role description
	Artistic Swimming Secretary	Mandy Fuller was duly elected	
	Water Polo Secretary	Georgia Rose was duly elected	
	Disability Secretary	Amanda Readhead was duly elected	
	Masters Secretary	Simon Joyce was duly elected	
	Officials Coordinator	No Volunteers	
	County Coordinator Secretary	Paul Baybutt was duly elected	
	County SwimMark Coordinator	Kim Weetman was duly elected	
	Constitution Checker	Steve Fabes was duly elected	
	Medals Officer	Ayako Gannon was duly elected It was agreed that this role will transfer from the ONB Executive Committee to the County Championships Working Group.	IR – Update website
	Trophy Officer	No Volunteers It was agreed that this role will transfer from the ONB Executive Committee to the County Championships Working Group.	IR – Update Website
	County Team Coach	Hannah Wilson was duly elected	
	Lead Team Manager	Chantal Clavaud was duly elected	
	Girls Team Manager	Emma Anderson was duly elected	
	Boys Team Manager	Neil Blunstone was duly elected	
	Masters Records Officer	David Hall was duly elected	
	County Records Officer	Peter Shaw was duly elected	
	Social Media Coordinator	Stephen Wynne Jones was duly elected	
	Officials Administrator	Maco Bryan was duly elected	

ONB Committee Roles

Iain Rennie created at Jul 16, 2024 08:54 AM • 21 questions

Responses

25

Typical time spent

2.8 minutes

Completion rate

100%

Question summary

2. ONB Welfare Panel - Sumedha Bird, Christina Slater, Emma Wood, Laura Hale, Ellen Curtis (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	14/25 (56%)
Yes	10/25 (40%)
No	1/25 (4%)

4. Artistic Swimming Secretary - Mandy Fuller (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	11/25 (44%)
Yes	13/25 (52%)
No	1/25 (4%)

5. Water Polo Secretary - Georgia Rose (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	10/25 (40%)
Yes	14/25 (56%)
No	1/25 (4%)

6. Disability Secretary - Amanda Readhead (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	15/25 (60%)
Yes	9/25 (36%)
No	1/25 (4%)

7. Masters Secretary - Simon Joyce (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	11/25 (44%)
Yes	14/25 (56%)
No	0/25 (0%)

9. County Coordinator Secretary - Paul Baybutt (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	12/25 (48%)
Yes	13/25 (52%)
No	0/25 (0%)

10. County SwimMark Coordinator Kim Weetman (Single choice) *

(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	13/25 (52%)
Yes	12/25 (48%)
No	0/25 (0%)

12. Medals Officer - Ayako Gannon (Single choice) *

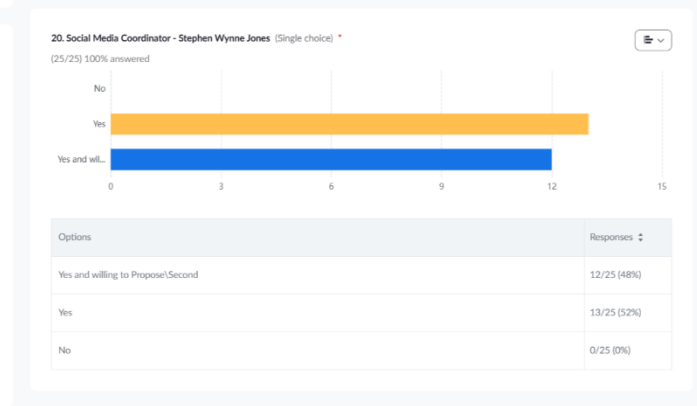
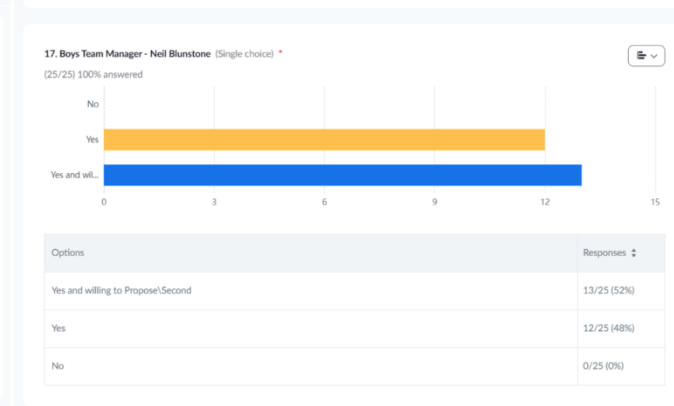
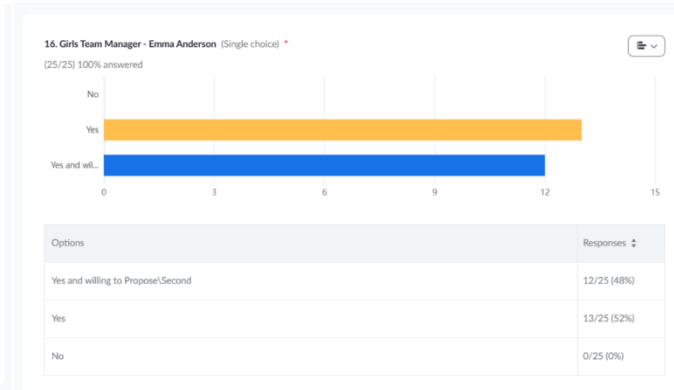
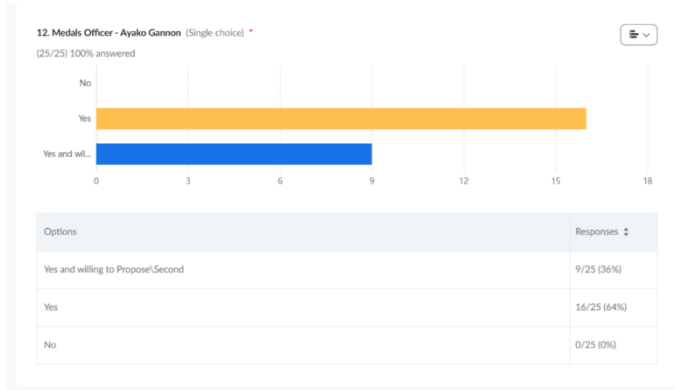
(25/25) 100% answered

No

Yes

Yes and will...

Options	Responses
Yes and willing to Propose\Second	9/25 (36%)
Yes	16/25 (64%)
No	0/25 (0%)



6	Records Claims	As per the Combined reports, no further update	
7	Funding Applications	Received a funding request from Thame SC for Lane Ropes. The request was for £1740, this was approved.	
13	Policies and Governance	No further update until Principle posts are filled.	
14	Swim England South East	Nothing to add to the report	
15	AOB	County Championships Jobs and Processes already discussed and will be coming out shortly.	

The Exec Cttee Meeting closed 20.36Hrs.

The details of the next Meeting to be sent out nearer the date.

Iain Rennie
ONB Sec

Date: 20th July 2024

Chair Signature:

Date: