

The logo is a circular emblem. The outer ring is blue with white text that reads "NORTH BUCKS COUNTIES A.S.A." at the top and "OXON" at the bottom, separated by a small white dot. The center of the logo is yellow and is divided vertically. The left half features a red rooster facing right. The right half features a blue cow facing left, with blue wavy lines below it representing water.

Chair:

ON 30th January 2025 AT 7.30 PM

[illegible]

	Agenda Item	Discussion and Decision	Action
1.	Introduction	Apologies were received from: Emily Pilton - Oxford Brooks Grace O'Dwyer Peter Shaw Simon Joyce Andrea Fijalkowski Kim Brosnan Graham Dick Laura Wilkinson Steve Fabes Stephen Wynne-Jones	
2.	Minutes of Executive Meeting held on 14 th November 2024	The Chair asked if all those attending had read the minutes of the meeting and if they were a true record. It was agreed that the minutes were an accurate record, and they were duly approved by the Chair.	
3.	Matters arising from Item 2	None	

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4.	Correspondence	Update from the President Chantal has been getting involved with all the ONB Aquatics activities. She attended a Water Polo match between Witney and Oxford as well as Artistic Swimming, the Winter performance which was exceptional. Chantal would like to help promote the other Aquatics sports other than just swimming and if any of our Clubs have something they would like her to attend (local, national, club or University, etc) can they please reach out to her. Swim England Member-Nominated Director Swim England are looking for a Member-Nominated Director to sit on the Swim England Board and advise. Details are posted on the ONB Noticeboard. Applications close Monday 17th February. Request for Support from Oxford Brooks Request from Oxford Brooks for Welfare Support while they get their newly appointed welfare officer trained. If a welfare officer from one of the member clubs is able to help them could they contact Emily Pilton at 19199053@brookes.ac.uk Music License for Events and Meets The playing of commercial music other than for personal enjoyment requires a music license. This can be obtained from TheMusicLicense. For counties this has equated to about £30 per day, the tariffs depend on the type of event and if your venue already has some form of license as you may only need to pay a supplement. The details of the tariffs will be added to our noticeboard and the Useful Information Pages on the ONB Website Swim England Annual Membership Charges It has been confirmed that Counties will not be charged a Club Membership charge by Region.	Clubs hosting events to reach out to Chantal to attend as ONB President. Club Chairs to pass on to their members IR to forward the request to the ONB Welfare Panel IR to update the website with the information

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5.	Chair's Report	The Chair's report had been issued prior to the mgt and is attached. No Changes. The Chair expressly called out the exceptional contributions to the County Championships of Richard Elvidge, Maco Bryan, Hollie Robbins and Louise Smith from CoSC for their running of the first 2 weekends. The last weekend at Aylesbury was a highly collaborative activity between the Clubs. This is expected to continue into the final 2 weekends and many thanks to all those making it possible particularly Vicky, Cat and Matt. Thanks also went to all those who contributed towards the County Pathway Camp, particularly Paul, Hannah and Chantal who did all the organisation and bringing in all the volunteers to assist them.	
6.	Treasurer's Report	The Treasurer's report had been issued prior to the mgt and is attached. At the meeting the Treasurer highlighted that ONB's reserves were low and we were currently at risk. The current economic situation is exacerbating this. The Treasurer reminded the committee of the Legal obligations of the Principle Officers. The following actions were requested: Agree a ringfenced reserve that we can not use for events, activities and funding. Anyone purchasing items for ONB activities are asked to be prudent and look for the most cost effective option and not just the most convenient. Should there be a large expenditure then competitive quotes should be sought from multiple suppliers and presented to the Treasurer with the request. Funding requests should not expect 100% but should show both how much the Club is contributing and also what other funding sources have been explored and their outcome. Should a Club require support from ONB with a request to another funding source ONB will seek to assist where it can. It was highlighted by the Chair that the expenses form had appeared to be focused on milage and travel and was harder to fill in for other expense types. The Chair requested the Treasurer to review the form and see if it can be streamlined, perhaps specific forms for particular expense types to make it easier for the claimants.	Treasurer to review expenses form(s) and see if the process can be optimised

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7.	ONB Risk Register Review	No update	
8.	ONB Equality and Diversity Action Plan Review	No update	
9	Disciplines		
	a) Swimming	This position is currently vacant	
	b) Artistic Swimming	No changes.	
	c) Water Polo	No Report received It is believed that Georgia has moved out of the County, possibly to London. This position may be vacant.	
	d) Disability	The Disability Secretary's report had been issued prior to the mgt and is attached. No additional changes. save the date - 13th of September this year will be the Southeast Southwest Combined Regional Para Development Meet, a great opportunity to gain experience of Para Meets for Officials. Also at Oxford there is the newcomers classification event On the 8th and 9th of February. On the Friday they will also be training up a whole load of their medical classifiers	
	e) Masters	The Masters Secretary's report had been issued prior to the mgt and is attached. No additional changes. The preparations for the Banbury Masters Open and ONB Championship are progressing with Iain and Simon meeting next Tuesday to review the costs and next steps. The venue has approval from the Council for the event to be hosted at Banbury and has provided initial hiring costs. Other costs including Medals and Trophies are yet to be confirmed. ONB may need to contribute towards Medal Costs and County Plaques/Trophies, the previous one has not been located and a reboot merits new ones. Additionally the AOE at Banbury may need support to be fully ready for potential records, Banbury are considering a Funding application to renovate part of the equipment to support that. A further update will be provided in March. The expected date will be Saturday 7 th June late afternoon.	
	f) Officials	The Officials Coordinators report had been issued prior to the mgt and is attached. No additional changes.	

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	g) Fixtures & County Camps	Chantal gave a quick report, the first Pathway Camp took place and had 40 swimmers attend, the most we have had. All seem to have enjoyed themselves. There is a Theory session planned for Easter and the second day is planned for June. T-Shirts are being ordered for the camp attendees, there was insufficient time to arrange these prior to the first weekend.	
	h) SwimMark Coord	SwimMark is currently suspended except for new Clubs as the system is being overhauled at present.	
	i) Constitution Checker	No Changes.	
	j) Records	No Changes from the report provided	
	k) Masters Records	No report received	
10.	County Team Coach Report	No report received Chantal passed on Hanna's thanks to all the Coaches who contributed their time for the Pathway Camp and highlighted again the success of the camp and its amazing attendance.	
11.	Welfare Panel Report	Nothing to report	
12.	Funding Applications	Request for apx £700 to cover an additional strobe for Aylesbury. This request was missing the Club contribution and Other funding options explored details. The club was asked to update the request with these so it can be reviewed and to submit them to the Treasurer. A Emergency Exec Meeting may be required to approve if needed for the main weekends of the County Championships. Gary Blissett highlighted that Maxwell has a new strobe and should be approached to see if that can be used for the Championships.	ADSC to update funding application ONB Chair to approach Maxwell to see if their Strobe can be made available for Champs

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13.	Policies and Governance	The Expenses Policy has been updated to clarify a few points and bring them into alignment with Swim England and Region. This is with respect to use of Google Maps to determine the mileage to a location, the form aligned to the required information. This was approved. It was again highlighted that feedback on the claim forms was that they were slanted towards milage claims and were harder to fill out for other types of expense. The Secretary asked for an additional clause to be added to allow flexibility where we need to make out of policy payments. <i>"ONB may at its discretion make an additional supplementary payment in exceptional circumstances, any such payment would be approved by all of the Principal Officers and reported to the Executive Committee with the justification."</i> This was agreed.	Treasurer to see if it can be optimised. IR to add to policy.
14.	Swim England South East	No report received	
15.	County Championships	The championships are going very well, due to all the clubs pulling together. Susie is working away still behind the scenes. There are step-by-step guides being put together and checked with Sharon where gaps exist or we need more guidance. There is the Coaches Feedback session and the Clubs Champs review session are yet to be scheduled. Chantal is to provide the dates to Iain to arrange the meetings ahead of the next Committee meeting where any outcomes from them will be communicated.	
16.	AOB	Due to some issues with Parking at the County Camp we have some extraordinary costs that have been incurred by several of the volunteers and are subject to an appeal. The Secretary requested a budget be agreed to accommodate any supplimentary payment required to assist the volunteers following the appeal outcome. An amount of £300 was agreed with a maximum payment of £100 to each affected party should they be necessary.	Paul to notify the Treasurer of the appeal outcome and where supplementary payments are required.

The Exec Cttee Meeting closed 20:30Hrs.

The next Meeting, which will be **ONB Executive Cttee Mtg** will be held at **7.30pm on Thursday 27th March 2025, via Zoom**. Details to be sent out nearer the date.

Iain Rennie
ONB Sec

Date: 01/02/2025

Chair Signature:

Date:

DRAFT