



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Treasurer's Report May 2025

ONB Counties ASA Executive Committee Meeting

Thursday 15th May 2025 at 7.30PM

Reports and Submissions for the Meeting

Agenda Item	Report/Document	Submitted By	Received
5	Chairs report	Gemma Scrivener	✓
6	Treasurers report	Hui Jiao-Rashbrook	✓
7	ONB Risk Register Review	Gemma Scrivener	
8	ONB Equality and Diversity Action Plan Review	Gemma Scrivener and Emma Newman-Baronius	
9.a	Swimming Secretary's Report		N/A
9.b	Artistic Swimming Secretary Report	Mandy Fuller	✓
9.c	Water Polo Secretary Report	Georgia Rose	
9.d	Disability Secretary Report	Amanda Readhead	✓
9.e	Masters Secretary Report	Simon Joyce	✓
9.f	Officials Coordinator Report	Stephen Wynne-Jones	✓
9.g	Fixtures and County Camps	Paul Baybutt	
9.h	County SwimMark Coordinator	Kim Weetman	
9.i	Constitution Checker Report	Steve Fabes	
9.j	Records Officer Report	Peter Shaw	✓
9.k	Masters Records Officer Report	David Hall	
10	County Team Coach Report	Chantal Clavaud for Hannah Wilson	
11	Welfare Officer Report	Welfare Panel	✓
12	Funding Applications	Hui Jiao-Rashbrook	✓
13	Policies and Governance	Grace O'Dwyer and Gemma Scrivener	
14	Swim England South East Region Report	Kate Hutchinson	✓



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Treasurer's Report May 2025

Chair's Report

The past few months have once again highlighted the strength and talent across Oxfordshire and North Bucks, with ONB athletes achieving great results at events including the British Championships and the South East Regional Championships. A huge well done to all swimmers, coaches, team managers, officials, and parents.

As we now look ahead to the upcoming AGM, we are beginning to plan for key succession changes, including my own role as County Chair. After a fulfilling term in this position, I will be stepping down at the AGM. I would encourage someone to come forward (ideally not an existing club chair) to take on this rewarding role. I firmly believe that fresh leadership brings new energy, and I will be very happy to support the incoming Chair in any way I can to ensure a smooth transition.

Last year, we faced the challenge of reworking how we deliver the County Championships and, thanks to a great team effort, we now have a structure that works well and a clear plan already in place for 2026. That means a new Chair won't have the same pressure we did in rethinking the event, which hopefully makes the role more manageable and less daunting.

Although I'm stepping down as Chair, I'm not disappearing as I'll be staying on board to help lead the task force organising the 2026 County Championships. If anyone is considering the Chair role and would like an informal chat about what it involves, please don't hesitate to get in touch by phone or email.

Thanks all for your ongoing support!

Gemma Scrivener
ONB County Chair



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Treasurer's Report May 2025

Treasurer's Report

Bank balances as of 14/05/2025

	As of 14/05/2025	As of 28/02/2025	As of 01/04/2024 (Beginning of financial year)
Competition A/C	£20,010.00	£60,776.43	£35,064.66
General A/C	£1,755.90	1,735.90	£810.11
Reserve A/C	£51,709.90	£27,892.77	£14,137.73

Please note: £10 in the Metro Bank current account.

Internal Transfer : Between 06/03/2025 and 14 May 2025

- £25,817.13 from Competition A/C to Reserve A/C
- £2,000.00 from Reserve A/C to General Payment A/C

Total Cash in Bank (Barclays + Metro)

As of 14/05/2025	As of 28/02/2025	As of 1/04/2024
£73,485.80	£90,405.10	£50,002.50

Please Note:

Swim Development Camps January and June 2025

The final income and expenditure reporting will be in the September 2025 report.



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Treasurer's Report May 2025

OXFORDSHIRE AND NORTH BUCKINGHAMSHIRE ASA Affiliated to SwimEngland South East County Championships and Age Groups Competitions 2025 Financial Report 				
INCOME	2025 Actual £	2024 Actual £	Variances £	% of Change
Admission Fees				
Admission Fees	8,071.94	12,752.92	(4,680.98)	
	8,071.94	12,752.92	(4,680.98)	▼ (37%)
Championship Entries				
Age Group Individuals	33,678.00	32,085.00	1,593.00	▲ 5%
Age Group Relays	4,428.00	3,960.00	468.00	▲ 12%
Coaches Passes	2,345.00	2,185.00	160.00	▲ 7%
	40,451.00	38,230.00	2,221.00	▲ 6%
Miscellaneous Income				
Hat Sales	3,845.10	3,740.00	105.10	▲ 3%
Medical Withdrawals	(162.00)	-	(162.00)	
Fines	20.00	-	20.00	
Surcharge Refunds	(762.12)	(411.00)	(351.12)	
	2,940.98	3,329.00	(388.02)	▼ (12%)
Total Income	51,463.92	54,311.92	(2,848.00)	▼ (5%)
COST OF SALE				
Hats - Woodchester	(3,444.18)	(2,932.50)	(511.68)	
Total Cost of Sales	(3,444.18)	(2,932.50)	(511.68)	▼ (17%)
EXPENSES				
Leys Pool	(2,990.00)	(2,900.00)	(90.00)	▼ (3%)
Aqua Vale	(9,984.00)	(18,992.00)	9,008.00	▲ 47%
Pool Hire	(12,974.00)	(21,892.00)	8,918.00	▲ 41%
Leys Pool	(566.12)	(428.14)	(137.98)	▼ (32%)
Aqua Vale	(1,277.57)	(1,297.81)	20.24	▲ 2%
Catering	(1,843.69)	(1,725.95)	(117.74)	▼ (7%)
I.T. & Music & Speaker Hire	(1,394.18)	(392.79)	(1,001.39)	
I.T. Maintenance	(1,394.18)	(392.79)	(1,001.39)	▼ (255%)
Stationery & Miscellaneous	(488.66)	(812.56)	323.90	
Stationery & Miscellaneous	(488.66)	(812.56)	323.90	▲ 40%
Expenses	(320.73)	(702.76)	382.03	
Officials Expenses	(320.73)	(702.76)	382.03	▲ 54%
Storage	(2,071.50)	-	(2,071.50)	
Counties Storage	(2,071.50)	-	(2,071.50)	▼ (100%)
Volunteer Kit	(237.19)	-	(237.19)	
Sundry - Kit	(237.19)	-	(237.19)	▼ (100%)
Medals	(2,130.58)	(6,808.70)		
New Trophies incl Para	(2,929.58)			
Engraving	(177.50)			
Trophies	(5,237.66)	(6,808.70)	1,571.04	▲ 23%
Total Expenses	(24,567.61)	(32,334.76)	7,767.15	▲ 24%
Net Surplus/(Loss)	23,452.13	19,044.66	4,407.47	▲ 23%



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Treasurer's Report May 2025

As shown in the Report above, ONB's surplus from this year's County Championship is £4,407.47 more than that from the 2024 Championship, which should certainly help the County's financial stability going forward.

I am grateful to Kim Brosnan for her support in the Championship finances as the meet Treasurer, and to my predecessor Christine McLintock for her detailed 2024 Championship reporting, all of which enabled me to produce this report with the comparison.

Outstanding funding approvals			
Date approved	Club	Item	Amount
NA			
		Total	NIL

Cashflow Forecast

	Current projected position to 30/04/2026	2024/25 budget
Total income	£48,500.00	£58,300
Total expenditure	£40,196.60	£48,378
Overall surplus/deficit	£8,303.40	£9,922



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Treasurer's Report May 2025

	May 25	Jun 25	Jul 25	Aug 25	Sept 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	To Mar 26	Budget 25/26	Variance	Apr 26	May 26
Cash at beginning of month	£57,423.36	£57,263.36	£57,103.36	£55,843.36	£54,480.36	£53,025.36	£45,385.36	£43,355.36	£41,395.36	£34,735.36	£18,575.36				£17,026.76	£16,866.76
Income																
Swim Camp						£2,200.00						£2,200.00	£2,200.00	£0.00		
InterCounties						£100.00						£100.00	£100.00	£0.00		
Counties								£25,000.00	£11,000.00	£10,000.00		£46,000.00	£46,000.00	£0.00		
Interest instant access account											£200.00	£200.00	£200.00	£0.00		
Credit notes/refunds												£0.00	£0.00	£0.00		
Total Income	£0.00	£0.00	£0.00	£0.00	£0.00	£2,300.00	£0.00	£25,000.00	£11,000.00	£10,000.00	£200.00	£48,500.00	£48,500.00	£0.00	£0.00	£0.00
Expenditure																
IOS												£0.00	£0.00	£0.00		
Swim Camp			£600.00			£1,880.00						£2,480.00	£2,480.00	£0.00		
Insurance				£553.00								£553.00	£553.00	£0.00		
InterCounties			£500.00	£650.00	£1,295.00	£440.00						£2,885.00	£2,885.00	£0.00		
Counties						£5,000.00	£1,700.00	£1,800.00	£6,500.00	£16,000.00	£1,258.60	£32,258.60	£32,260.00	-£1.40		
ICT Software						£160.00						£160.00	£160.00	£0.00		
Expenses/Misc												£0.00	£0.00	£0.00		
Meetings												£0.00	£0.00	£0.00		
Professional fees							£170.00				£330.00	£500.00	£500.00	£0.00		
Funding applications paid												£0.00		£0.00		
Storage for ONB Meet Equipment	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	£1,920.00	£2,000.00	-£80.00	160.00	160.00
Total Expenditure	£160.00	£160.00	£1,260.00	£1,363.00	£1,455.00	£7,640.00	£2,030.00	£1,960.00	£6,660.00	£16,160.00	£1,748.60	£40,756.60	£40,838.00	-£81.40	£160.00	£160.00
											Surplus/ (deficit)	£7,743.40	£7,662.00			

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Swimming

Role Vacant

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Artistic Swimming

Nothing to Report.

Mandy Fuller

ONB Artistic Swimming Sec.



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Water Polo

No Report received

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Disability

ONB Disabilities Report May 2025

Lots happening in the Para Swimming community:

Congratulations to Olivia N-B (Maxwell) who, on her return from injury, had some excellent swims at the AGB National Championships in April. During the event Olivia achieved the qualification standard required to be selected to the World Para Swimming Championship Team and has been formally confirmed as part of the team for Singapore in September. A huge achievement and we will be cheering her on every step of the way!

Last weekend saw the regional Para Championships held within the Regional Youth weekend. ONB had 4 representatives taking part and all achieved individual targets. Olivia N-B continued her recovery programme introducing all 4 strokes for the first time since injury and came away with 3 Gold and 2 Silver medals. She also consolidated her position on the AGB Next Gen lists which will form part of her preparation for the World Championships.

Emilie H (Newport Pagnell) had an outstanding debut at Regionals coming away with a Gold and a Silver medal as well as a time placing her on the lists for the AGB Next Gen Competition. She has also achieved the qualification standard for multiple events at English Nationals.

Amanda R (Maxwell) had some solid swims coming away with 1 Silver and 4 Bronze and qualification into English Nationals for all events. Isla R (Maxwell) swimming in her first Regional championship at only 11 years old, acquitted herself brilliantly. She had 2 4th place swims and 4 swims in the top 8, with her 100 backstroke achieving 357 points meaning that she has qualified for English nationals, a fantastic achievement! Next up for Isla and Emilie will be Junior Para Nationals and we wish them well in their events.

A reminder that there is regional training for all swimmers with a disability, including those with hearing impairments and those who are on the waiting list for classification. Regional training is taking place on 1st June at ACS Coham further details can be found here <https://www.southeastswimming.org/para-swimming/south-east-para-swimming-regional-camp/>

Please remember if you have any swimmers who may be eligible for physical classification they will need to attend regional training to have their skills signed off so that they can be placed on the waiting list for classification. If anyone requires any assistance in the process to becoming classified (physical/visual/intellectual) please let me know and I will do my best to support you.

A reminder of dates for your diary - the joint SE/SW development meet is due to take place in Reading on 13th September. If you have swimmers eligible to take part I will ensure you receive the details as soon as they are available and if any officials would like to support and have not yet covered the para training then there is a session running on Thursday 26th June at 7pm on Zoom, the link to sign up is <https://forms.swimming.org/para-cpd-june-10694/>. This is the same training that has been delivered since June

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

2023 so if you have done this since then please do not sign up again. The training is free and attracts 3 points towards your license renewal.



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Masters

ONB Masters Secretary Report, May 2025

Congratulations to Mike Ireland of 4 Shires SC who broke two County Masters records at the Gloucester Masters Meet on 27 April. Mike swam 34.27 for the 50m backstroke and 5:15.53 in the 400m freestyle to set new records in the men's 60-64 years age group.

Masters swimmers from 4 Shires SC, Aylesbury & District SC, Bourne End SC, City of Oxford SC, Didcot Barramundi SC, Kidlington & Gosford SC and Wantage White Horses SC will be taking part in the British Masters Championships (long course) between 13th-15th June at the London Aquatics Centre.

There are also several local meets coming up during May and June which Masters swimmers may consider entering; at Reading and Swindon on 10 May, Birmingham on 31 May, Hart on 7 June and the AP Race Masters Grand Prix at Winchester on 21-22 June.

I attended a meeting of Masters Representatives from the South East Region counties on 3rd May. At the meeting it was confirmed that the South East Region gala of the National Masters Intercounty Championships will be held on Sunday 9th November at the London Aquatic Centre. As last year, each county has been asked to contribute £500 towards the running of the event, which I hope can be agreed this evening. My successor will be reaching out to all clubs over the summer regarding the event and collating names of swimmers who would wish to be considered for the county team. ONB will also be responsible for providing two officials on the day.

It was also confirmed that from this year onwards, qualifying times drawn from the national rankings database will be required to swim at regional Masters meets, starting with the South East Region Masters at Crawley in the autumn. Therefore, swimmers who wish to swim here will have to have swam the event at another Masters meet within the past two years to ensure their swim is recorded on the rankings database, and achieve the qualifying times set for the event.

Finally, I will be standing down after two years as Masters Secretary at the AGM in July. I would like to thank the Committee for its support and additionally all the Masters swimmers from ONB clubs who have represented the county at Intercounties, especially those who acted as 'point people' for each club in helping to organise the team. The county Masters team has performed admirably over the past few years, and I hope our progress can continue and the county can break into the top 10 counties in the country.

Simon Joyce

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

ONB Masters Secretary

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Officials

Officials Report – May 2025

J2 and J2S Officials Training

We've run two training courses since the last Executive Committee. 14 Trainee J2 Officials attended on 1 April and 8 Trainee J2S Officials on 6 May. We wish them well as they now embark on poolside mentoring.

Our waiting list for the next round of courses has been set up.

The administration process for future J2 candidates has been changed again by Swim England. The first stage is an online application form that triggers the payment and ordering of the workbooks, but we still ask that interested trainees [complete this form](#) first so we can create our own record of who's interested and we'll advise on next steps.

Swim England has replaced the online Contemporary Issues course that was mandatory for officials licencing. The new Foundation Safeguarding Course (separate ones for under and over 18s) is [accessed here](#). Trainees who have already passed the old course prior to completing their J1s do not need to resit the new course.

Referee Training

Congratulations to Penny Curtis and Graham Dick for successfully passing their practical assessments. They are now qualified referees. The complete list of qualified referees in the county is as follows:

Referee	Club
Simon Barber	Aylesbury & District
Gary Blissett	Aylesbury & District
Joanne Brown	Witney & District
Gill Cadle	Bicester Blue Fins
Piers Cardon	Witney & District
Penny Curtis	Wantage White Horses
Graham Dick	Newport Pagnell
Alun Evans	Witney & District
Felicity Govan	City of Milton Keynes
Mark Govan	City of Milton Keynes
Christine McLintock	Aylesbury & District
Heather Patrick	Newport Pagnell
Lizzy Rowland	Maxwell
Karen Underwood	City of Oxford
Sandra Wrenn	City of Milton Keynes
Stephen Wynne-Jones	City of Milton Keynes

Stephen Wynne-Jones
Officials Co-ordinator
onb-officials-coord@outlook.com

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Fixtures and County Camps

To report at meeting

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

SwimMark

Nothing to report

Swim England still revising the accreditation and process

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Constitution Checking

Nothing to report



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Records

No updates for this meeting

Peter Shaw

23/03/25

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Masters Records

No updates received

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

County Team Coach Report

To be reported at the meeting

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Welfare Officer Report

Nothing to Report.

We wished to make you aware of the Panorama programme - "the dark side of swimming clubs" which will be aired on Monday 19 May. There is likely to be emphasis on coaches grooming children, weighing and excessive control by coaches. Some of the material is likely to be inappropriate for younger swimmers and we wouldn't recommend suggesting swimmers watch the programme.

We are aware that following the programme swimmers, parents and other club members may be concerned and we are here to support anyone who is worried, has a concern or would just like to talk to someone.

You can contact the ONB Welfare panel at onbwelfare@gmail.com or you can speak to Swim England directly safeguarding@swimming.org or

call 01509 640700 (option 1 then option 3)

<https://www.bbc.co.uk/programmes/m002ch2f>

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Funding Applications

The South East gala of the National Masters Intercounties competition, request for £500 contribution.



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Policies and Governance

No Update received

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Swim England South-East



Regional report ONB – May 2025

Swim Mark & Club Affiliation

The following clubs will be completing their affiliation this quarter while Swim Mark has been paused:

Thame SC

Maxwell SC

4 Shires SC

Abingdon vale SC

Please note that, in line with WavePower, all masters clubs are required to have a welfare officer who has completed the associated training – time to listen course, welfare officer workshop, have a DBS and safeguarding certificate. For those that are struggling to appoint someone to this role, the county welfare officer can be appointed in necessary and agreed.

Coaches working in masters clubs are required to attending safeguarding and have a basic DBS which can be obtained here <https://www.gov.uk/request-copy-criminal-record> this should be sent to dbs@swimming.org These changes are now mandatory and need to be in place to complete the club affiliation process.

It is advised that, if these are not already in place, that clubs look to do so before their affiliation renewal.

South East Training/ Workshops

Time to Listen and Team Manager training courses are both available to book through the regional website:

<https://www.southeastswimming.org/volunteers/time-to-listen-training/>

<https://www.southeastswimming.org/volunteers/team-managers/>

Treasurer's Report May 2025



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

Any member requiring a TM course to support their club at a planned meet at short notice should contact kate.hutchinson@southeastswimming.org, there can be last minute cancellations that can free spaces on courses that are full on the website. It is also possible to reach out to other regions to request spaces, although these can come with a cost attached.

Please note, those clubs hoping to run camps in the Autumn/Winter term should be looking to have a fully trained team of TMs in place already (due to the demand for this course being less, they are run every 2-3 months only). The next TM2 course (required for overnight trips) is in July and members must have their DBS in place, have completed a safeguarding course with Swim England and have attended the TM1 course to attend this course.

Swim England Mandatory Club Workshops & CPDs required for affiliation

- Club Chairs Workshop

<https://uk.surveymonkey.com/r/ClubChairSessions>

- Welfare Officer Workshop

<https://uk.surveymonkey.com/r/Welfareofficerworkshops>

- Foundations of Inclusivity CPD (for Club officers, at least one to attend - advised Chair)

<https://www.swimming.org/ios/course-information/foundations-of-inclusivity/>

- Introduction to Disability CPD (for coaches/teachers, at least one to attend)

<https://www.swimming.org/ios/course-information/introduction-disability-swimming/>

For Swim Mark and affiliation renewal, these courses must be recorded as attended – it is advised that you take a screenshot of completion as evidence for the region as there can be a delay in these being recorded on your membership.

Please also screenshot evidence of attendance on safeguarding.

For those members with current safeguarding courses, taken with Swim England in the last three years, please be aware if your course is up for renewal you are able to complete the refresher course via e-learning in place of the full zoom course.

This refresher is for swimming teachers, coaches and other personnel working within aquatics activities. It is a mandatory requirement for swimming teachers, coaches and club personnel within Swim England affiliated clubs or activities and is an integral part of the Club Affiliation process.



Oxfordshire & North Buckinghamshire Counties ASA

Affiliated to Swim England Southeast

South East Region Open Water Championships

Mercers Park, South Nutfield, Redhill RH1 4EU - Sunday 29th June

Entries are now open for the 2025 Open Water Championships. All information about the event can be found on our website.

<https://www.southeastswimming.org/open-water/south-east-region-open-water-championships-2025/>

The Championships are a qualifying event for the National Open Water Championships. The top 7 open/male and female swimmers in each age group and each qualifying event will qualify.

Regional Para Development Day

The next regional para development day for athletes in the South East will be taking place at ACS International School in Cobham on Saturday 1st June.

The development day is open for swimmers aged 9+ who are working towards classification; they must be training regularly and able to complete 100m or more across multiple strokes to complete the observation set and be put forward for classification.

For more information please visit

<https://www.southeastswimming.org/para-swimming/south-east-para-swimming-regional-camp/>

Regional Discipline Managers

The region relies on the support of amazing individuals to help develop the sports and run the regional competitions. We are always looking for additional members who may wish to share their knowledge or experience to support the discipline managers in their role. If this is something that may be of interest you, please contact the relevant discipline manager detailed below.

Disability Swimming Manager – vacant, please contact kate.hutchinson@southeastswimming.org

Diving Manager, Matt Pipe diving@southeastswimming.org

Water Polo Manager, Tim Ferris-Brown waterpolo@southeastswimming.org

Artistic Swimming Manager, Di Hughes sesynchromanager@btinternet.com

Open Water Manager, Carol openwater@southeastswimming.org

Swimming Manager, Mike Lambert swimmingmanager@southeastswimming.org

Masters Manager, Glen Issacs mastersmanager@southeastswimming.org

Treasurer's Report May 2025