

Oxfordshire & North Buckinghamshire Counties ASA

President: Gary Blissett

Chair: Carolyn Hall, Hannah Geary



MINUTES OF EXECUTIVE COMMITTEE MEETING HELD ON ZOOM

ON 13th November 2025 AT 7.30 PM

Present:

Name	Club	Role
Aine Wu (Evan)	COSC	Club Secretary
Alex Dodd	Thame	Club Chair
Alison Allen	AVSC	Club Secretary
Anna Widdowson	Banbury	Club Chair
Carolyn Hall	ONB / Maxwell	ONB Chair
Christina Slater	ONB / Witney	ONB Welfare Panel
Emily Smith	Maxwell	Club Meets
Gary Blissett	ONB / AVSC	ONB President
Gemma Scrivener	ONB / Bicester	Club Chair
Hannah Geary	ONB / Maxwell	ONB Chair
Heather Fowler	ADSC	Club Coach
Hui Jiao-Rashbrook	ONB / Banbury	ONB Treasurer
Iain Rennie	ONB / COSC	ONB Secretary
Kim Brosnan	4 Shires	Club Chair
Kim Weetman	ONB / 4SSC	ONB SwimMark
Laura Wilkinson	Didcott	Club Chair
Lissa Francis	Wantage	Club Treasurer
Lissa Francis	Wantage	Club Treasurer
Margarita Chibalina	COSC	Club Chair
Neil Morton	Kidlington	Club Coach
Sarah Oxley	CMK	Club Officials
Terry Bedeau	Bletchley & District SC	Club Secretary
Zoe Joiner	Bicester	Club Secretary

	Agenda Item	Discussion and Decision	Action
1.	Introduction	Apologies were received from: Chantal Clavaud Amanda Fuller Amanda redwood	
2.	Minutes of Executive Meeting held on 18 th September 2025	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.	

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3.	Matters arising from Item 2	None	
4.	Correspondence	<p>Trophies and Medals due at start of December</p> <p>Music License Issued for all events including the day in the summer. Note this is now a World Aquatics/Swim England Rule: Rule 15 Music requirements.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>15 MUSIC REQUIREMENTS</p> <p>15.1 Clearance of Rights for Competition Music: All music used by the competing Federations must be licensed prior to the start of each competition. World Aquatics will not be held responsible or liable in respect of any lawsuits related to copyright infringement for athletes' use of music to accompany their routines. All expenses, damages and/or costs related to such procedures will be the responsibility of each competitor and their respective Federation.</p> <p>15.2 The Host Federation shall ensure that all music used for Sport Presentation and entertainment purposes is fully licensed for such use prior to the start of each competition.</p> </div>	<p>All Clubs hosting meets or club activities must ensure they are licensed properly for any music played at the events. Details of how to license are on the ONB website.</p>
5.	Chair's Report	Nothing to report.	
6.	Treasurer's Report	<p>The Treasurer's report had been issued prior to the mgt and is attached.</p> <p>Still have 10 Swimmers who have not paid for the Development Camp</p> <p>Account with metro Bank now closed and remaining £10 now transferred.</p> <p>Missing invoice for Pool Hire from last year has just been received for £2496.</p>	<p>ONB Lead TM to follow-up with swimmers and ONB Treasurer</p>
7.	ONB Risk Register Review	No Changes – to be reviewed at next meeting	<p>Chairs and President to update</p>
8.	ONB Equality and Diversity Action Plan Review	No Changes – to be reviewed at next meeting	<p>Chairs and President to update</p>
9	Disciplines		
	a) Swimming	Role Vacant	
	b) Artistic Swimming	The Artistic Swimming Secretary's report had been issued prior to the meeting.	
	c) Water Polo	Role Vacant	
	d) Disability	The Disability Secretary's report had been issued prior to the meeting.	
	e) Masters	The Masters Secretary's report had been issued prior to the meeting.	

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	f) Officials	New Training dates for Officials on the ONB website.	
	g) Fixtures & County Camps	Role Vacant	
	h) SwimMark Coord	Nothing to report – still suspended	
	i) Constitution Checker	Nothing to report	
	j) Records	Nothing to report	
	k) Masters Records	The Masters Records updated on website No additional changes.	
10.	County Team Coach Report	The County Coach report had been issued prior to the meeting.	
11.	Welfare Panel Report	Continuing issues with Mobile Phones in Changing Rooms, there was an incident in Winchester. This needs Clubs to reinforce that this is not acceptable and that Swimmers will be excluded from Meets. All communications to Clubs with respect to County Championships will also reinforce the message.	Clubs to reinforce with Swimmers that Mobile Phones are not permitted in Changing Rooms.
12.	Funding Applications	None Received County Trophies are being returned in a terrible state and will require repair or replacement. Review how this is dealt with in future as there is an expectation and obligation on the holder to look after the trophies and to return them in a good and clean condition. TriSports in Bicester has provided excellent service and competitive pricing. This should be used as the baseline for engraving work. Banbury found they halved their annual costs.	Gemma to make a decision on repairability of Trophies and discuss costs for replacement with ONB Treasurer
13.	Policies and Governance	First pass of CIO Constitution completed, one more pass then it will be circulated to the Principle Officers and Constitution Checker for review. Swim England report needs to be done shortly.	ONB Secretary to update and circulate
14.	Swim England South East	The Swim England South East Region report had been issued prior to the mgt and is attached. No changes.	

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15.	County Championships	<p>Points – Do Clubs want the 2 events (Champs and Summer) to be separate for points and so awards after Champs or as one where awards will be in the summer.</p> <p>Swimmers changing clubs between Champs and the Summer event. As these are 2 separate events the cut off will be the entry closing dates and the swimmer will be associated with their selected club for each event.</p> <p>Gemma, Chantal and Susy are stepping away from their Champs roles after the Summer Event and so we will need new people to step up to these roles to ensure these run smoothly.</p> <p>Risk assessments need to be done</p> <p>Merchandise links are now published</p> <p>Coaches will do the Warm Up announcements.</p> <p>All helpers need to be Swim England Members</p>	ONB Secretary to send out poll to clubs
16	AOB	<p>Thames is looking for a new Head Coach.</p> <p>Abingdon Vale is also looking for a Head Coach</p> <p>Coordination of Meets for next year.</p> <p>Meet conditions can either be First come First Served or place conditions and prioritisations to ONB Clubs but not both.</p>	ONB to host a meeting between member clubs that host Meets to try and coordinate events and meets across the year.

The Exec Cttee Meeting closed 20:32Hrs.

The next Meeting, which will be **ONB Executive Cttee Mtg** will be held at **7.30pm on Thursday 22nd january 2026, via Zoom**. Details to be sent out nearer the date.

Iain Rennie
ONB Sec

Date: 07/01/2026

Chair Signature:

Date:

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