

Middlesex County Amateur Swimming Association

(www.middlesexswimming.com)

Minutes of the Executive Meeting held on 13 May 2021

By Zoom

Those in attendance: Brian Kapp (President (from 8pm)), Flo Barnes, Leah Pullen, Wayne Hirst, Susie Breslin, Phillip Prentice, Frances Prentice, Maria Abrams, Trevor Hyde, Sofia Marcel Whittles, Gillian Neal, Colin Jones, Pam Crofts, Jeanette Edmiston, Jo Martin, Karin Vazirani, Andy Woska and Zak Andrawos

Apologies for absence: Tasha Coupland, Suzette Muhammad, Saranya Ramasamy, Ian Woollard, Marc Barrot, Ralph Shortland and Bob Bloomfield

No:	Matter:	Action:
XC21/022	Pam Croft opened the meeting at 7.40pm and the Minutes from the Exec Meeting of 17 March 2021 were accepted with one amendment: changing "rule 63" to "regulation 63" in 2 nd paragraph of XC21/011. Gillian Neal also noted (after the meeting) that the numbering had gone awry and has since corrected this.	
XC21/023	<p>Matters arising from Minutes</p> <p>Only one issue which arose was the nomination requested by London for a President Elect. Initially, it was decided that the Exec should send their suggested nomination to Gillian by Wednesday, 19 May. Gillian Neal would then collate all suggestions and she would then send an e-mail to the person(s) nominated to ask if they would be prepared to do the job. If no-one would agree, then Gillian would send a response back to London Swimming to say that, at this time, there was no-one in a position to fulfil the role.</p> <p>Later in the meeting, once Flo Barnes had joined, Brian Kapp asked Flo to give a brief overview of the role. It transpired that Flo had actually only been able to complete 6 months as Covid hit. It was then put to the Exec that we re-nominate Flo so that she could complete her term. Flo agreed with this and the motion was unanimously carried. Gillian will let London know our nomination.</p> <p>Gillian confirmed to Kelly Stannard that Flo Barnes was our nomination and the mitigating circumstances for re-selecting Flo and this was well received. Kelly confirmed that she would put it to the Board and let me know if it was accepted in due course.</p>	GN
XC21/024	<p>Correspondence</p> <p>There has not been any.</p>	
XC21/025	<p>July Competition</p> <p>Jeanette Edmiston has e-mailed all the County coaches following the Swimming Committee meeting of 12 May with their proposals for a meet in July. She has asked for replies to be sent by Monday, 17 May. The proposal is for a 2-day meet: one day at Northolt, one day at Southbury Road 12pm to 6pm. Age groups to be offered are 9, 10, 11, 12, 13 and 14. Suggested events: 50m in all strokes, 4x1 IM, relays and skins. The idea is to concentrate</p>	

	<p>on the younger age groups and for it to be fun.</p> <p>Andy Woska raised a concern regarding numbers. Jeanette confirmed that her email asked for an estimate of numbers from each club. Wayne Hirst said that we are trying to be as flexible as possible. Pam Crofts confirmed that no entries will be accepted from swimmers who have been accepted by London Region for their meet the following weekend. The plan is for it to be a licensed L3 meet.</p> <p>Trevor Hyde raised a concern regarding the new Indian variant of Covid and that some Ministers are trying to stop the release of restrictions on Monday, 17 May. Brian said that there is a concern regarding putting on an event that will cause the County problems. There is concern that parents will not be happy if we cannot maintain the same level of protection that the children are experiencing at school. Pam stated that we will have to abide by the Government's guidelines as well each individual pool operator's regulations. There is lots that we do not know yet. We need to do something to get the ball rolling and in doing that we will find out how we will cope and what needs to be done. We should wait to see how many clubs are interested before trying to figure out all the problems. Jeanette also confirmed that in her e-mail it was stated that all clubs <u>must</u> bring a covid marshal with them.</p> <p>Frances Prentice commented that if this July meet does not work out, could we not try to get the Len Badcock Meet running instead. Leah Pullen confirm that we are actually hoping to run this meet in September once we know more regarding guidelines and regulations. It was stated that the disability children are usually more vulnerable.</p> <p>Andy Woska said that GLL has made a company decision that they will not take any bookings until after 21 June 2021.</p>	
<p>XC21/026</p>	<p>Trophy Secretary</p> <p>Brian Kapp said that when Erol resigned, he thought he had made it clear that he would take on the role until a new person was appointed.</p> <p>Brian said that there are currently 2 positions (Trophy Secretary and Records Secretary) which get voted on but the areas of responsibility need to be more defined. He has looked at other counties' constitutions. Brian will take responsibility to get this sorted and will collect all the papers from Frances Prentice when he meets up with her to present her with the President's Plate. Frances said that she had given <u>e-mailed copies of</u> everything she had to Erol.</p> <p>Pam Crofts confirmed that she has a job description for Trophy Secretary which she will give to Brian.</p>	<p>BK</p> <p>PC</p>
<p>XC21/027</p>	<p>Technical Director</p> <p>Brian Kapp said that this is not an elected post but an appointed one. Jeanette Edmiston stated that it is not possible to do that role as well as officiate at the same time. The role of TD does not have been to be done by an official which is why Erol offered to do it.</p>	

	<p>Brian stated that he had looked at 10 other counties and none of them had a TD. They had, however, appointed a Gala Co-Ordinator.</p> <p>Pam Crofts said that she had been talking to Tony Burton and they had reached the conclusion that there are currently 3 referees in the County who will find it difficult to officiate more than 1 session and certainly not able to do more than 1 day. They could, however, step in if necessary to referee if they were acting as TD. Tony Burton had confirmed to Pam that he could do the odd walk on poolside but not a whole session. The suggestion that Tony put forward does seem to be feasible. The 3 in this position are Ralph Shortland, Pam Crofts and Tony Burton. It was felt that the TD should have some technical knowledge.</p> <p>Andy Woska said that the TD had always been a qualified referee. Brian Kapp said that we need a job description for the TD. Having a TD and a volunteer gala co-ordinator is a good idea if we decide to adopt a gala co-ordinator. We also need to establish whether it is a nominated role or an appointed one.</p> <p>Sofia Marcal-Whittles confirmed her <u>agreement</u>. Sofia stated that if there are 3 referees who are prepared to do the job, then we should appoint all of them as not all of them will be available at the same time.</p> <p>Brian wanted clarification on how the posts were to be allocated. If they are appointed, then the committee which appoints them needs to be allocated that job in the constitution, that way there is no question as to where the job comes from. He felt it should be down to the Swimming Committee.</p> <p>Trevor Hyde stated that it is not really a constitution matter. If we have to make amendments to the constitution, then we may have to wait up to 18 months in order to effect the change as it has to be proposed and then put to the ACM etc.</p> <p>Phil Prentice asked why we needed a TD. Gillian Neal stated that if the meet was running with only 2 refs and one was pulled away to deal with an incident, then the meet would come to a halt. Jeanette Edmiston stated that it was more of a fire-fighting role to help keep the meet running.</p> <p>Brian said that we could sort out the details in due course. Pam said that it would be the same as when we appoint a lead and principal referee and agreed that it should be a role which the Swimming Committee appoints.</p> <p>Brian proposed that we create the post of TD – unanimously carried.</p>	
<p>XC21/028</p>	<p>Treasurer’s Report</p> <p>Nothing to add to the report provided by Phillip Prentice. Everyone was happy to accept the report as drafted.</p> <p>Phil commented that the money was going down a bit but all was still OK.</p> <p>Pam Crofts commented that even though the money was down a bit, there is still an awful lot in the bank and was any of it in an interest-bearing account? Phil confirmed that there is £17,000 in savings but that was it. Pam asked if it was worth seeking financial advice. Frances Prentice <u>stated</u> that there are no</p>	

	<p>accounts paying interest at the moment. Phil stated that we are not allowed to gamble (i.e. stocks and shares) with County funds. Leah Pullen said that we are not wanting to gamble and that there are other places where the money could be put – we need to look at investing some of the money. Phil confirmed that, personally, he was not willing to <u>do</u> that. Pam confirmed that she absolutely was not criticising and stated that she thought Phil was the best Treasurer the County had had, which was echoed by other members of the Exec. She just felt that it was a lot of money which was just sitting in an account not earning anything. She wondered whether we could invest in bonds etc. She was not suggesting that it was something that Phil should deal with. Phil agreed that this was something he had looked at with his assistant previously but had not found anything.</p> <p>Brian Kapp queried whether it was something we could ask our auditors to assist with? Andy Woska said that the auditors were unlikely to give advice. Flo Barnes said that we could take advice from the bank and then also possibly talk to Samantha Whitmore as she works for a bank and is also on the Finance Committee.</p> <p>Pam suggested that Phil should take the matter up with the Finance Committee and then see if there are any better options on the market.</p> <p>Brian proposed that this matter be taken to the Finance Committee and then ask Sam to give suggestions. It was agreed unanimously.</p> <p>Flo Barnes confirmed that the insurance certificate for this year had arrived and would forward it to Gillian Neal.</p>	PP
XC21/029	<p>Committee Reports</p> <p>No reports received as nothing has been happening. The only committee to have met is the Swimming Committee and Jeanette Edmiston confirmed she would send a report once it was decided how to progress the July meet and the coaches responses.</p> <p>Jeanette Edmiston confirmed that currently they have more questions than answers.</p> <p>Brian Kapp confirmed that he had had a meeting with Leah Pullen regarding the Len Badcock Memorial Meet and that they <u>had</u> decided to defer this year's event to the autumn (September). It <u>was</u> felt this was sensible as the people likely to attend are more vulnerable.</p>	
XC21/030	<p>London Region</p> <p>Nothing from Ralph.</p>	
XC21/031	<p>Welfare</p> <p>Maria said that things were picking up – matters were now being dealt with which had been halted due to Covid.</p>	
XC21/032	<p>AOB</p> <p>Jeanette Edmiston said she was going to drop a note to Hillingdon SC to say she would like to have a chat with the new coach (Chris Reekie) to see if he would be prepared to assist the County</p>	JE

	<p>regarding warm ups etc, which John Adye refused to do.</p> <p>Phil Prentice wondered how things were progressing regarding appointing a new County Coach. Jeanette confirmed that nothing had been done at the moment.</p> <p>Colin Jones requested that he be given time at the next Exec meeting to explain the situation regarding the demise of Sea-Byrds. Gillian Neal agreed to do so.</p> <p>Jo Martin commented that as the trophies and medals go hand-in-hand, she would like to have a discussion with Brian Kapp after the meeting. Brian agreed.</p>	<p>GN</p> <p>JM / BK</p>
	There being no other business the President closed the meeting at 8.50pm	
	<p>Date of Next Meeting:</p> <p>Thursday, 15 July 2021 @ 7.30pm via Zoom</p> <p>Any changes will be notified.</p>	

Signed _____ Date _____

President