



Soundwell Swimming Club Committee Meeting Minutes

Location: Zoom
Date: 19th September 2024

Present: Jon, Sarah, Matt Chubb, Emma Dodd, Laura Larder, Claire Kerslake, Louise Phillips, Corinne Moore, Russ Smith, Helen Mills, Marie Trott.

Apologies: None

Agenda Items:

1. Welcome, Updates and news – Sarah Taylor
2. Treasurer Update – Matt Chubb
3. Welfare Update
4. Head Coach Update – Jon Wills
5. LTS Update – Emma Dodd
6. Camp Update
7. Disputes and Complaints
8. Diversity and Inclusion Action Plan
9. AGM date and vacant committee roles

Key Discussion Points from 28.3.2024

Ref	Key Discussions
1.	Sarah opened by thanking everyone who attended. <u>National:</u> It has been relatively quiet on the National front as focus has been on the Olympics and Paralympics over the Summer break. However, we did have the opportunity to feed into a review of SwimMark which is currently taking place. Clubs, Regions and pool operators have all provided their views, and there will be a meeting of the SwimMark Project Management group in September to review the data collected and move the review forward with recommendations. Hoping for a quick conclusion to the review, but the aim is to look at the requirements for SwimMark to determine whether it is fulfilling its purpose, and look at the administrative burden on clubs and volunteers. I'll update once the review is concluded. We are currently undertaking our 'light' submission, which is almost complete. In addition, Swim England has updated its Judicial and Safeguarding regulations from September, which also cover complaints, to provide more clarity, structure and time for club officials and volunteers to manage the process. More information is available on the Swim England website, and we will update our own complaints procedure to reflect these changes.

Regional:

EDI forum and next Chair's forum in October.

County

Sarah and Emma attended the Gloucester County Exec meeting this month. Discussion around the conditions for the 2025 County Championships. The main points were:

- Qualifying times have been tightened, particularly at the younger end, as it was felt the reduction in QTs last year in those age group impacted the overall quality and prestige of the County Champs. There have been some quite significant changes. It is unclear at this stage what the impact is on the number of swimmers likely to be attending as this had not been modelled when the new times were set.
- Because of difficulties securing Hengrove, the champs will start on the first weekend in January, with a further weekend 3 weeks later and a single day in February. It has been requested that this timeline be revised to have a single day on the first weekend, and a full weekend in February to reduce the impact on swimmers off over the Christmas break. This is being looked at and the schedule of racing may be revised as a result.
- Poolside passes reduced to £5 to ensure that clubs aren't financially penalised for supervisory requirements.

It has been decided to move the 2025 Three Counties event to June to allow greater participation from swimmers, without impacting their preparation for National Age Group championships. However, swimmers not competing at this event after selection, without a convincing reason, would not be eligible for selection at the National Inter-Counties Championships in October. In addition, swimmers must all use the county provided coach to travel to and from the events.

County grants are due to be paid to clubs soon, and are based on a fixed amount, plus an uplift based on the numbers of competitive swimmers in clubs. This year, based on feedback, there would not be restrictions on the amount that could be spent on activities, however grants could not be spent on regular pool hire or coaches' fees. Additional 'special' pool sessions for things such as Long Course training, where none is normally part of the training programme, would be allowed.

Club

Next sponsorship arrangement with Howden will be our December meet. We have already received some funding for them for this, and I'm due to speak with James Miles to decide what form their support will take.

Our Level 3 Open Meet is open to entries and we're starting to receive the first of our club entries. We have closed the date to our parents for initial entries, but will take amendments and additions subject to capacity up to the point of the official closing date. Licencing rules prohibit exhibition races, so swimmers can only enter races where they are slower than the qualifying times. We currently have 95 swimmers signed up to compete from Soundwell!

	We've had a couple of volunteers come forward to do Team Manager training who are parents of younger children. This is great news to help strengthen the team, particularly at junior events. No-one has come forward about training as an official. Emma and I have had a chat about trying to drum up support for our development meet for the LTS later in the year for people to help as timekeepers to give them a taste of the role. Arena Leagues will now be licenced at Level 3. Good opportunity for swimmers to get some extra times on rankings which can be used as Regional qualification for next year.
2.	<u>Treasurer update</u> Not a huge amount has happened in the last couple of months. We had a month off Learn to Swim fees in August, although this month and going forward there has been a 10% increase which has been communicated to parents. The numbers of swimmers in the squads dropped slightly lower than normal over the summer, however we have now moved some swimmers up from Learn to Swim to help fill the squad places. We are planning another trial night November 17th which will also fill places and make up the shortfall in fees compared to last year. Over the summer Sarah E had a reconciliation of outstanding completion fees which equalled around £2500. Hopefully this will be a welcome return to the club for money we have already paid out for meets. Going forward, the use of Team Unify for competition payments will mean that we should no longer be in a position where we need to chase up paymetns on such large scale.
3.	<u>Welfare Update</u> Claire and Sarah have made some tweaks to our risk assessments over the summer. DBS details have been sent out for new TMs and Claire will be chasing up any Safeguarding certificates that are out of date or needed from new teachers and volunteers.
4.	<u>Head Coach Update</u> Training It has been good to see all of the swimmers back in the pool after a nice break. The network sessions at Bath are still proving successful with Street, Bristol Penguins and Clevedon sending swimmers. Josh (Penguins HC) is now regularly attending to enable sharing of knowledge and eyes on the swimmers. All coaches have been asked to complete the introduction to disability swimming online course. Swimmer selections / achievements Rhys, Harry, Sam, Zack, Evie-Bea & Harriet have been selected for the inter-counties team. Emma will be a TM and I will be coaching.

	Roger has been selected for the National Development Programme 2024/25 Maia, Iris and Lucy T have been selected for the Regional Development Programme 2024/25 Evie O’c bagged a silver in the modern pentathlon mixed doubles at the World School Games. Competition <u>British Nationals</u> Strong effort from all with a very high level of competition. Heat swims - 15 Swim offs – 2 (Roger & Harriet) Finals – 5 (Harry, Rhys, Harriet & Sam) <u>English Nationals</u> Heat swims - 24 Finals – 10 (Maia, Sam, Roger, Harry, Josh, Evie-Bea, Rhys, Harriet) Gold – Roger 400IM Silver – Rhys 200IM Bronze – Harry 100fly Arena teams are now out and our first draw is at Newport. County times have been released with some concerns around time changes from 2023. These were discussed with some amendments to be made to the 12yrs boys. We will need to give our feedback in the scrub up meeting. Looking forward to another successful year!
5.	<u>LTS update:</u> Over the summer we had two new teachers qualify and we are now able to offer a new Stage 1 class from October. Our Stage 1-3 classes are looking well filled; however, we need to look at creating some more Stage 4 places. We will be looking to do more coaching meetings going forward and our Membership Pack will be updated on the website. An error link in the current pack to our website was noted and Matt and Sarah will get this updated.
6.	<u>Camp update:</u> We are in the final planning stage of camp and had a meeting with parents last week to get all forms and information out. Hopefully we are looking to sort out some merchandise for the camp which is being looked into.
7.	<u>Disputes and complaints:</u> None

8.	<u>Diversity and Inclusion Action Plan:</u> The format for the new Diversity and Inclusion Action Plan came directly from Swim England and some of the actions we have put in place are ones already populated by them. The intent of this plan is to make sure clubs are demonstrating through the things they do, their website and behaviours, that they are helping toward diversity and inclusion. Claire and Sarah have now put forth a plan of things we can do as a club going forward. A copy of the plan was sent out with the committee meeting invite to all club members.
9.	<u>AOB:</u> None
	OUR NEXT COMMITTEE MEETING WILL BE ON THURSDAY 17th OCTOBER AT 7.30PM ON ZOOM