

ASA East Region
Minutes of Annual Council Meeting
12th September, 2009
Chippenham village hall

Present:

Bedfordshire: Mr D Metcalf (President & Mid Beds Swim Squad), Mrs G Metcalf (Bedfordshire ASA), Mr C Felce (Modernian SC), Mrs J Wheeler (Bedfordshire ASA)

Cambridgeshire: Mr I Harrison (City of Peterborough SC), Mr D Cook (City of Peterborough SC), Mr M Rayner (Wisbech SC)

Essex: Mrs H Davis (Runnymede SC), Mr G Couch (Essex County ASA), Mrs S Whitehead (Epping Forest District SC), Mrs K McGuire (Essex County ASA), Maggie Hargraves (Colchester Phoenix ASC), Mr R Whitehead (Epping Forest District SC), Mr T Baster (Basildon & District SC), Mr P Andrews (Colchester Phoenix ASC)

Hertfordshire: Mr I Mackenzie (Hoddesdon SC), Mrs S Mackenzie (Hertfordshire ASA), Mr D Milton (Hertfordshire ASA), Mr I Monksfield (Hoddesdon SC), Mr P Jackson (Harpenden SC)

Norfolk: Mr K Belton (Norwich Swans SC), Mr M Bateman (UEA City of Norwich SC)

Suffolk: Mr D Neate (West Suffolk SC), Mrs P Neate (West Suffolk SC), Mr D Robinson (Suffolk County ASA), Kathy Korth (teamipswich Swimming), Pauline Larke (Deben SC), Tracy Clement (Deben SC), Debra Roberts (West Suffolk SC), Mr D Whelan (Suffolk County ASA), Mr P Bowman (Forest Heath Saxons SC)

Leagues: Mr J Toll (Eastern Junior Swimming League)

Non-voting: Mrs K Huxter, Mr A Morton (Past President and Watford SC), Mrs J Rayner, Mr C Galer (Board member), Bobbie Wilson (Stowmarket SC), Jeremy Duszynski (Stowmarket SC), Mr A Walker (Lowestoft & Oulton Broads SC), Mr C Stephens (Water Polo Manager), Mr I Knight (Wisbech SC), Mr R Outtram (Luton SC), Mr A Canham (Harlow Penguins SC)

ASA East Region staff: Mr K Wray (Regional Director)

Apologies:

Clubs: Billericay Friday Swimmers SC, Dacorum Syncro SC, Hunstanton Sea Eagles SC, Little Fish Norwich SC, Loddon White Dolphins SC, Norwich & District Disabled SC, Ware SC, West Norfolk Swim School

Individuals: Mr B Buck (Discipline Manager–Masters), Mrs S Spibey (Discipline Manager-Open Water), Dr S. Bord (Cambridge Dive Team), Mrs S Richardson (Cambridgeshire county representative), Mr R Barrett, Ms C Buck, Mr T Hall, Miss L Meale, Mr T Smith (Silver pin awardees) and Mr S Vanner (Aquaforce award winner)

09/01

Introduction

- 09/01.1** The Regional Chairman, Mr Ian Mackenzie (IM), introduced himself and the Regional Director, Mr Kevin Wray (KW). IM welcomed everyone, and thanked them for their attendance.
- 09/01.2** IM apologised that the date of the meeting had been changed from that previously advised, but the original date would have conflicted with the requirements in the Region's constitution. IM said that, during the meeting, as well as addressing the necessary business for the Region, there would be presentations to the Region's Aquaforce winners.
- 09/01.3** As the chairman for the last four years, IM reflected on the immense changes that had taken place, as the Region emerged from the former Midland and Southern Counties districts. IM said that KW had done an excellent job in steering the Region through the many challenges. IM talked about some of the changes. Kim Stevens, originally the Region's administrator, now works part-time as the national swim21 co-ordinator, as well as over-seeing the Region's swim21 administration. Regional Development Officers (RDOs) who served the region well, have come and gone, and even the post has now disappeared. Now there are County Swimming Co-ordinators (CSCs), with one in each county, although the Norfolk CSC is not yet in place. The regional office has moved from Crown Pools to slightly larger accommodation at Little Bealings.
- 09/01.4** IM said that volunteers are vital to our sport, and he thanked all the volunteers for all their work. He asked that those present passed this thanks on to their club members on behalf of the Region. Special mention was made of Bob Outtram (Luton SC), who was Technical Director at the Paralympic Games in Beijing. Also congratulations were due to Craig Hunter (Hatfield SC), who has been appointed Chef de Mission for the England team for the Commonwealth Games in Delhi in 2010. We are proud that these two volunteers are from ASA East Region.
- 09/01.5** IM thanked the Board members and the discipline managers, who are also volunteers, and had worked hard on behalf of the Region over the past year.
- 09/01.6** IM said that future ACMs could incorporate a regional conference, as was delivered in London Region last year, and as is the format for the ASA Council this year. The success of, and the support for, these existing conferences will be used as an indication of whether an ASA East Region conference is the way forward.
- 09/01.7** IM said that communication continued to be one of the biggest challenges and urged everyone to pass on information. The web-site can be used as a source of information too. IM asked that achievements to be applauded, are sent in to the Region so that they can be put on the web-site and be submitted to *Swimming Times*.

09/02

President's address and presentations of the Regional Aquaforce Awards, the Jeff Cook Salver and ASA East Region Silver Pins

09/02.1 The ASA East Region President, Mr David Metcalf (DM), reflected on his year of office. It had been a very busy, but very enjoyable year. All the weekends, except two, had been taken up with presidential duties. DM had received a huge number of invitations, sometimes at very short notice, to functions and galas all over the Region, and he and his wife Gerry had been made very welcome on all occasions. DM had attended county, regional and national championships for the discipline of swimming, and had also enjoyed attending other events for disciplines which he had previously not been so familiar with. He had particularly enjoyed the Regional Open Water Championships, and had another happy memory of being asked by a young swimmer at a disability gala if he was the mayor! DM thanked everyone for the support he had been given throughout the year.

09/02.2 DM then announced the winners of the Regional Aquaforce Awards which are presented to recognise the value of the volunteer to the sport of swimming in our region.

The winners were as follows:

Category 1 Outstanding contribution at club level

Maggie Hargraves – Colchester Phoenix ASC

Category 2 Outstanding contribution at county/regional level

Bob Outtram – Luton SC

Category 3 Long service award (25 years or more)

Stan Vanner – Ware SC

Category 4 Young volunteer, under 18

Katrina Wolfe – Ware SC

Category 5 Young volunteer, 18 – 25

Claire Matthews – Ware SC

DM presented the awards to the recipients who were present – Maggie Hargraves and Bob Outtram.

These ASA East Region Aquaforce winners will now go forward for consideration for the National Aquaforce Awards.

09/02.3 The **Jeff Cook Salver**, which is awarded to the individual, team or club who has made a significant contribution to sport of swimming within the Region, was presented to **Bob Outtram**.

09/02.4 ASA East Region silver pins, for long and significant contribution to swimming in any discipline, were presented by DM as follows:

John Toll – West Norfolk SC

Alan Canham – Harlow Penguins SC

Susan Whitehead – Epping Forest District SC

Michael Rayner – Wisbech SC

Other awardees, not present were:-

Robin Barrett – Thetford Dolphins SC

Tony Smith – UEA City of Norwich SC

Chris Buck – Ware SC

Trevor Hall – Luton SC

Lynne Meale – UEA City of Norwich SC

09/03 Apologies for absence

09/03.1 Apologies received were as shown above.

09/04 Minutes of the Annual Council Meeting on 13th September, 2008

0904.1 The minutes of this previous Annual Council Meeting were accepted as a true record of the meeting.

09/05 Matters arising

09/05.1 Minute 08/08.1 The tax liability has been paid.

Minute 08/10.1 IM said that common sense has now prevailed and lower case, asa, was now only used for the branding, whilst in text, upper case, ASA, in ordinary, rather than faint, type was in use.

09/06 ASA East Region Annual Report

09/06.1 The annual report had been made available to all delegates. IM thanked KW for his work in compiling the report. There were no questions from the floor.

09/06.2 The annual report and the accounts were accepted by the meeting.

09/07 Amendments to the ASA East Region's constitution/rules

09/07.1 The following additional clause 9.1.4 was agreed:-

Members of the ASA East Region Management Board shall be members of the Council and therefore eligible to vote.

The current clause 9.1.4 will be renumbered 9.1.5

09/07.2 The following additional clause 9.3.1.3.13 was agreed:-

Swimming Officials' Manager

09/07.3 The following amendment to clause 13.3.1 was agreed:-

The Region's Annual Report must be presented at the Annual Council Meeting which must be held during the month of September each year.

- 09/08 Election of ASA East Region President and ASA East Region President Elect**
- 09/08.1** Mr Don Neate addressed the meeting as proposer of Mrs Sheila Mackenzie, as President. No vote was necessary as there was only the one nominee, and Mrs Sheila Mackenzie was accepted as the ASA East Region President for 2009/10. Mr David Metcalf, as out-going president, presented the chain of office to Mrs Sheila Mackenzie.
- 09/08.2** Sheila thanked David for all the work he had done during his term of office, as an ambassador for the Region, and thanked David's wife, Gerry, for her support of the president over the year. Sheila presented a past president's badge to David.
- 09/08.3** Mr John Toll was accepted as President Elect, no vote being necessary as only one nomination had been received.
- 09/09 Election for ASA East Region Management Board**
- 09/09.1** Board members
- There were two vacancies for independent Board members. Mr Tom Baster and Mr Gary Couch, having been proposed and seconded correctly, were duly elected. No vote was necessary as there were only these two nominations.
- 09/10 Notification of the appointment made for Finance Manager**
- 09/10.1** Mr Keith Belton had been appointed as Finance Manager during the year by the Board.
- 09/11 Notification of county representatives to the ASA East Region Management Board**
- 09/11.1** Bedfordshire ASA - Mrs Geraldine Metcalf
Cambridgeshire ASA - Mrs Sadie Richardson
Essex County ASA - Ms Alex Morgan
Hertfordshire ASA - Mrs Sheila Mackenzie
Norfolk ASA - Mr John Frankland
Suffolk County ASA - Mr David Robinson
- 09/12 Notification of the appointments to the ASA East Region Managers posts**
- 09/12.2** Synchronised Swimming Manager – Ms Hayley Cullumbine
Swimming Officials' Manager - Mr David Metcalf
Masters Swimming Manager - To be appointed by the Board
- 09/13 Election of ASA East Region Officers**
- 09/13.1** Welfare Officer:-
One nomination has been received. Mrs Pat Neate was elected as the ASA East Region's Welfare Officer.
- 09/13.2** Equity Officer:-
No nominations have been received. IM asked for a volunteer to fill this post.

09/14 Election of the ASA East Region representatives to the ASA Board

09/14.1 a) ASA East Region representative to the ASA Board:

Mr Ian Mackenzie (sole nomination – no vote)

ASA East Region substitute representative to the ASA Board:-

Mr Chris Galer (sole nomination- no vote)

b) ASA East Region delegates to the ASA Council

The following nominations have been received:-

Mrs Sheila Mackenzie

Mr David Metcalf

Mrs Gerry Metcalf

Mr Don Neate

Mrs Pat Neate

Mr M Rayner

Mr David Robinson

Two more delegates were required to complete the delegation for East Region and Mr Tom Baster and Mr Chris Galer were nominated at the meeting. The nine were agreed unanimously.

09/15 Election of independent financial examiners

09/15.1 Hastings Wade were confirmed as independent financial examiners.

09/16 ASA Annual Report

09/16.1 The following comments and questions were raised:-

Front cover:- Congratulations to Rebecca Adlington for her two gold medals

Page 6:- The job description of the County Swimming Co-ordinators is not correct. The change-over from Regional Development Officers to County Swimming Co-ordinators was badly handled.

Page 6:- Clubs are also the ASA's 'customers'.

Page 8:- Temporary membership cost is too high.

Page 10:- Information and details regarding 'The Duel in the Pool' have not been communicated.

Page 10:- There has been no communication from Nick Selwood on how the Beacon Programme is progressing.

Page 14:- How is the number of newly qualified team managers arrived at? It seems very high.

It was noted that ASA East Region has regional members shown in photographs on page 9 (Caleb Hughes), page 14 (Laura Cotton), page 18 (Natalie Jones) and page 20 (Ian Mackenzie).

09/17 Nomination of ASA President Elect

09/17.1 IM explained that each region in turn nominates the ASA Vice President for the following year, and this person then becomes the ASA President in the subsequent year. However, for presidential years when the Olympic or Commonwealth Games are in our country, it is different. So the ASA Vice President for 2010-11 will be nominated by the ASA Board, and they will become President for 2011-12. At the ASA Council on 10th October 2009 it is the turn of ASA East Region to nominate the ASA Vice President for 2009-10.

09/17.2 The nomination of Mr Don Neate as ASA Vice President for 2009-10 was agreed.

09/18 Date of next meeting

09/18.1 The next ASA East Region Annual Council meeting will take place in September 2010. The date is likely to be 11th September.

09/19 Close of meeting

09/19.1 The meeting closed at 11.50am. IM thanked everyone for their attendance and asked that the ASA Council delegates remained for a further meeting