



**Swim England East Region**  
**Minutes of the East Swimming Leadership Group**  
**4th July 2021**  
**By Zoom**

**Present** Tom Baster (TB) Swimming Manager  
 Keith Belton (KB)  
 David Metcalf (DM)  
 Gerry Metcalf (GM)  
 Helen Stephens (HS)

**Also Present** Joan Wheeler (JW)

<b>21/20</b>		<b>Apologies for Absence</b>
	21/20.1	None.
<b>21/21</b>		<b>Declarations of conflict of interest</b>
	21/21.1	None.
<b>21/22</b>		<b>Purpose of the Meeting</b>
	21/22.1	To review the detailed arrangements for the Future Champions Meet and the Festival of Swimming.
<b>21/23</b>		<b>Future Champions Meet</b>
	21/23.1	Arrangements for the Future Champions Meet were discussed.
	21/23.2	HS gave an update on volunteers and DM gave an update on officials.
	21/23.3	KB gave an update on entries.
	21/23.4	TB gave an update on plans to manage the event to minimise risks associated with COVID. He and HS would visit the pool prior to the event.
<b>21/24</b>		<b>Festival of Swimming</b>
	21/24.1	Arrangements for the Festival of Swimming were discussed.
	21/24.2	HS gave an update on volunteers and DM gave an update on officials.
	21/24.3	KB gave an update on entries. It was agreed to add 100m events to the Norwich schedule to accommodate entries using level X times, but restricted to athletes who had not qualified from ranking. Late entries from recently classified para- athletes would also be accepted.
	21/24.4	TB also gave an update on plans to manage the event to minimise risks associated with COVID. He and HS planned to visit the pools prior to the events.
<b>21/25</b>		<b>Future Meetings</b>
		15 <sup>th</sup> July.