



Swim England East Region
Minutes of the Regional Operations Committee Meeting
Wednesday 20th September, 2021

Present	Joan Wheeler (JW)	Regional Chairman
	Keith Belton (KB)	Finance Director
	Ian Mackenzie (IM)	Director
	David Metcalf (DM)	Director
	Ian Cotton (IC)	Member Nominated Member
	Sheila Mackenzie (SMM)	Member Nominated Member
	Gerry Metcalf (GM)	Member Nominated Member
	Stewart Murray (SM)	Independent Member
	Lottie Thompson (LT)	Independent Member

Also present; Leanne Brace (LB), Regional Development Manager.

21/12 **Apologies**

21/12.1 No apologies were received.

21/13 **Declarations of conflict of interest**

21/13.1 None were declared.

21/14 **Minutes**

21/14.1 The minutes were agreed to be an accurate record of the previous meeting.

21/15 **Matters arising**

21/15.1 21/08.1 - referencing the terms of reference for Leadership Groups, these are finalised and on the website.

21/16 **Board report**

21/16.1 A Board report had been circulated with the meeting's papers. JW summarised some of the matters detailed in the report- followed by an opportunity to ask any questions.

21/16.2 Interviews will be taking place on the 6th October for the new regional post, and the panel will comprise of IM, DM, and LB.

21/17

Finance

- 21/17.1 i) To receive a report from the Finance Director
- KB informed the Committee of some inaccuracies with the summary budget report that had been circulated prior to the meeting. These were due to some of the formulae not being accurate. There have also been some bills that have been paid since the Report was produced and therefore are not showing. It was agreed that KB would send out an updated summary budget report to the Committee.
- 21/17.2 Subject to the outcome of the Short-Course Championships, it was anticipated that the Region will break even at the end of the financial year.
- 21/17.3 The ongoing issues with trying to open a new Santander bank account were discussed. It was confirmed that the Region had not had any success to date, and as Directors were keen to close the previous company, KB may need to move the money over to accounts with other banks for the short term whilst suitable alternative accounts were sought.
- 21/17.4 i) Arrangements for plans and budgets for 2022
- The Committee was made aware that the Board would shortly be contacting the Discipline Managers to inform them of the key dates to submit their proposed plan and budget by. The proposals will come to the next Regional Operations Committee (ROC) meeting on 7th December for discussion and be considered by the Board of Directors the following day.
- 21/17.5 It was noted how well Diving had done during the lockdown, and had brought in a slight surplus from online opportunities for members.
- 21/17.6 JW asked the Committee if it would be beneficial to receive monthly budget reports, rather than quarterly. As this was agreed LB will arrange for monthly reports to be sent to ROC members.

21/18

Report from the Regional Manager

- 21/18.1 A report, which contained information on SwimMark, Stronger Affiliation, and an update on the disciplines, was circulated to the Committee in advance of the meeting. There was an opportunity to ask questions on the report.

21/19

Leadership Groups

- 21/19.1 The minutes from the Artistic Swimming Leadership Group held on 10th April were not currently available. The Committee would welcome receipt of these minutes when they become available, rather than wait until the next meeting.
- 21/19.2 Available minutes of Leadership Group meetings were circulated in advance of the meeting. The Committee noted the information provided within them.
- 21/19.3 IC thanked the East Swimming Leadership Group for all they had done to ensure a smooth running of an extremely well organised and safe Festival of Swimming and Future Champions meet.



21/20

Any other business

- 21/20.1 IM informed the Committee of the success of an East Region club in the recent National Junior Swimming League. Basildon Phoenix SC successfully won the inaugural competition. The Committee congratulated the club, and would celebrate this achievement on the website.

- 21/10.2 Maxwell Sewell from Aqualina (Stevenage) Artistic Swimming Club, recently won Bronze in the duet at the European Artistic Swimming Championships- the first ever medal in this category for Great Britain. The Committee congratulated Max.

21/21

Confidential items

- 21/21.1 There were none.

21/22

Next meeting

- 21/22.1 The next meeting will take place on 7th December 2021. KB inferred he may be late to this meeting due to another meeting beforehand. Agenda items relating to finance would be scheduled for later in the meeting. A further meeting is planned for 10th March 2022. All meetings will start at 7.30pm and be held via Zoom.