



**Swim England East Region**  
**Minutes of the East Club Leadership Group Meeting**  
**27<sup>th</sup> April 2023**

<b>Present</b>	Stewart Murray (SM)	Chairman
	Sharyn Bord (SB)	Member
	Chris Galer (CG)	Member
	Helen Stephens (HS)	Member

Also present; Jo Stalley (JS), Regional Operations Officer

**23/1**                      **Apologies**

- 23/1.1              Apologies were received from Anna Hewitt
- 23/1.2              SM welcomed everyone to the meeting.

**23/2**                      **Declarations of conflict of interest**

- 23/2.1              No conflicts of interest were declared.

**23/3**                      **Matters arising**

- 23/3.1              None

**23/4**                      **Ratification of decisions taken between meetings**

- 23/4.1              As the meeting was cancelled in January, confirmation that all clubs, for both SwimMark and Club Affiliation, went through the national panel and were accredited.

**23/5**                      **SwimMark**

- 23/5.1              JS advised 24 clubs completing full accreditation, 3 completing Health Check and 1 club completing Club Affiliation.  
JS advised that E13 (Club Personnel Report) element is still causing clubs issues. SB suggested that E13 should have a shorter deadline to ensure compliance earlier.

**Action JS to advise clubs for next quarter and review activity at next meeting**

JS suggested initial reminder email is to SwimMark Coordinator *and* club Secretary to ensure that club committees are aware

**Action JS to include for next quarter**

- 23/6**                      **Parent Resource**
- 23/6.1                      HS asked if there had been any feedback. SM was able to advise that his club thought it was a good idea and one to be used. HS suggested re-issue to clubs along with offer of help from the region.  
**Action JS to include in next newsletter and website wording to be updated**
- 23/7**                      **Constitutions**
- 23/7.1                      CG gave brief overview of where the region is at with updating constitutions and advised that CG/JS provide assistance as required to clubs as they renew.
- 23/8**                      **Any other business**
- 23/8.1                      SM raised the issue of the value and worth of this leadership group and what is actually the purpose...  
**Action for all to consider for the next meeting**
- HS suggested Josh Devine should attend meetings to provide insight to Club Development  
**Action JD to be advised**
- CG asked for the new Judicial Process to be included on the agenda for the next meeting  
**Action JS to add to draft agenda**
- 23/9**                      **Confidential items**
- 23/9.1                      There were none.
- 23/10**                      **Next meeting**
- 23/10.1                      The date of the next meeting is Thursday 20<sup>th</sup> July at 7.30pm.