

**Swim England East Region  
Minutes of the County Forum Meeting  
Tuesday 25<sup>th</sup> November 2025 at 7.00pm, via Zoom**

**In attendance:**

Kevin Rumsey (KR)	Norfolk Chairman/Chairman of the meeting
Stewart Murray (SMu)	Regional Chairman
Phil Pelling (PP)	Bedfordshire Secretary
Gergely Kokas (GK)	Cambridgeshire Chairman
Nicola Phillips (NP)	Cambridgeshire Secretary
Angela Eguakhide (AE)	Essex Secretary
Bryan Thompson (BT)	Hertfordshire Chairman
Sheila Mackenzie (SM)	Hertfordshire Secretary
Ian Cotton (IC)	Suffolk Chairman
Also in attendance: James Salmon (JSa)	Regional Manager

**25/21**

**Apologies, welcome and introductions**

- |         |   |
|---------|---|
| 25/21.1 | KR welcomed everyone to the meeting.                          |
| 25/21.2 | Apologies received from Chris Vinter (CV), Suffolk Secretary. |
| 25/21.3 | Sheila Mackenzie (SM) joined the meeting at 7.25pm.           |

**25/22**

**Declarations of conflict of interest**

- |         |                |
|---------|----------------|
| 25/22.1 | None declared. |
|---------|----------------|

**25/23**

**Previous minutes**

- |         |  |
|---------|--|
| 25/23.1 | The minutes from the meeting on 3 <sup>rd</sup> June 2025 had been circulated. No points were raised, and the minutes were agreed. |
|---------|--|

**25/24**

**Matters arising**

- |         |                     |
|---------|---------------------|
| 25/24.1 | No matters arising. |
|---------|---------------------|

**25/25**

**Regional updates**

- |         |  |
|---------|--|
| 25/25.1 | SMu provided updates on regional activities, including a successful Welfare Conference which was held on 10 <sup>th</sup> September 2025 at Stapleford Granary. 60 Club Chairs and Welfare Officers attend.<br>There was a face-to-face Board meeting on 9 <sup>th</sup> November. |
|---------|--|

- 25/25.2 SMu reported that the Region is currently working on setting budgets, with Keith Belton distributing criteria and budget forms for input.
- 25/25.3 SMu reported that there is a new Swim England Governance survey which has been circulated to regions, counties and clubs to get feedback on how Governance is carried out.
- 25/25.4 SMu reported on the regional scorecard priorities, succession planning for Board members and the restructuring of the Regional Operations Committee (ROC) to include the manager of each discipline.
- 25/25.5 SMu highlighted the importance of submitting nominations for Regional Awards and encouraged counties to promote the process to recognise volunteers' efforts.
- 25/25.6 SMu emphasized the need for county representatives on the Leadership Groups. There was low representation on some of the Leadership Groups – for example, for the Masters' only 50% of the Region's counties were represented.

GK reported that Cambridgeshire are aware of the low representation and that they are working closely with clubs to improve the situation.

## **25/26**

### **County updates**

- 25/26.1 Norfolk – KR reported that Norfolk has completed the first year of the County Governance and is waiting to start the second year.
- The competition calendar has been finalised for 2026. The County Championships are in place, together with a challenge gala and a development gala. The Masters and Open Water dates have been set, and the County has decided to reintroduce their relay gala which will be at the end of the County Championships.
- Norfolk have set up a County Chairs Forum for all the clubs' chairs in Norfolk. There have been two meetings, with the second meeting having a better attendance. These has been extremely well received with some constructive feedback.
- SMu presented the East Region Strategy at the first meeting.
- 25/26.2 Hertfordshire – BT reported that for County Governance they need to address the changes which were brought in this year by the Safeguarding team, to complete the submission for the second year.
- Hertfordshire has had a good year with successful County Championships. The county was promoted from division two to division one in the National Inter-Counties Team Championships and the Masters won the regional heat of the Masters' Inter-Counties and finished 10<sup>th</sup> nationally.

BT reported that the County Championships' pool hire cost increased by 16% for 2026 and expressed concern about future increases.

BT reported that the Hertfordshire currently do not have an active Disability committee which is why there is no county representative at regional meetings. The county also does not have a Diving committee or a Water Polo committee but does have a very keen Open Water Manager.

25/26.3

Essex – AE reported that Essex has their risk register outstanding for their County Governance.

Essex's Annual General Meeting (AGM) is being held in December. An agenda item will be for a change in their constitution.

AE reported that Essex County Championship 2026 will be held again at the London Aquatic Centre (LAC).

The Essex Masters' finished third in the regional heat of the Masters' Inter-Counties.

25/26.4

Suffolk – IC reported that Suffolk's AGM is being held on Saturday 29<sup>th</sup> November 2025 with all committee posts filled.

IC reported that Suffolk were unable to take part in the Masters' Inter-Counties and that they have now formed a Masters subgroup.

Everything is in place for the County Championships. IC reported that they have decided to move Suffolk's Development Meet to February after the County Championships, which then allows them to focus on Suffolk's County League in April, May and June.

IC reported that after the AGM Suffolk's Management Board will focus, over the next couple of months, on the County Governance.

IC explained that Club Affiliation would remain unchanged for now, pending the results of a governance survey.

25/26.5

Bedfordshire – PP reported that Bedfordshire held their AGM on Thursday 20<sup>th</sup> November 2025. PP reported that Jo Stalley stood down as Chairman, so Bedfordshire currently does not have a Chairman. The Disability representative has also stepped down.

PP reported that they have just commenced the second year of the County Governance, and everything is in place for the County Championships.

25/26.6

Cambridgeshire – NP reported on Cambridgeshire's Governance progress, noting delays due to constitution updates and the cancellation of the Chairman's training.

GK reported on the county's achievements, including returning to division one in the National Inter-Counties Team Championships, and the Masters entering a team into the regional heats of the Masters' Inter Counties.

Cambridgeshire is establishing a County Development Camp Series which will be held over four days across the season. The second day, which will be held in January, is an Aquatics- themed event involving Water Polo and Diving.

The County Championships is in place although there have been challenges with pool costs. Relays have had to be removed from the County Championships and a whole day has been dropped.

Cambridgeshire are currently seeking volunteers for several key roles, including Treasurer, Welfare Officer, and Disability and Open Water representatives.

## **25/27**

### **Club Affiliation and SwimMark update**

25/27.1

JSa provided an update on Club Affiliation, noting that 21 clubs completed the process last quarter, with 10 clubs still only submitting on the last day. This quarter 48 clubs are going through the affiliation process. One club has completed early.

JSa reported that one issue for clubs is that the Disclosure and Barring Service (DBS) check seems to be taking a lot longer than normal.

JSa asked the county chairs and secretaries to encourage clubs to complete their Club Affiliation earlier.

## **25/28**

### **County Forum Terms of Reference**

25/28.1

The group discussed the County Forum Terms of Reference, which outlines the forum's purpose, membership, and meeting schedule. KR confirmed that meetings will continue to be held online three times a year, with JSa producing the agenda and taking minutes.

The group agreed to allow vice-chairs to attend as substitutes if the regular representatives cannot attend. SMu has the option to send another Board member if he cannot attend.

**Action:** JSa to update the Terms of Reference to include option for vice-chairs to attend as substitutes

## **25/29**

### **Any other business**

25/29.1

GK reported having issues contacting Chris Bostock to open the online entry system for the Cambridgeshire County Championships and asked if anyone had another contact for him.

IC offered to follow this up with his championship secretary to assist GK and potentially provide alternative contact details.

Minutes subject to approval at the next meeting

**25/30**

**Confidential items**

25/30.1

None

**25/31**

**Future meetings**

25/31.1

Next meeting – 24<sup>th</sup> March 2026 at 7pm.