



**Swim England East Region**  
**Minutes of the Masters Leadership Group Meeting**  
**2<sup>nd</sup> July 2024**

<b>Present</b>	Bernie Buck (BB)	Manager
	Gerry Metcalf (GM)	Regional Operations Committee (ROC) Representative
	Caroline Cofield (CC)	Suffolk Representative
	Helen Davis (HD)	Cambridgeshire Substitute
	Adam Lelean (AL)	Norfolk Representative
	Sally Lelean (SL)	Norfolk Representative
	Liz Woolner (LW)	Bedfordshire Representative

Also present James Salmon, Regional Manager (JS) and Emma Winter, Regional Administrator (EW)

24/11

24/11.1 BB welcomed everyone to the meeting and introduced himself.

24/11.2 Apologies received from Martyn Fresher (MF) – Cambridgeshire. Helen Davis (HD) attended on behalf of Cambridgeshire. Andrew MacDonald (AM) – Hertfordshire.

24/12 Declarations of conflict of interest

24/12.1 None declared

24/13 Previous minutes

24/13.1 Minutes from the meeting held on 16<sup>th</sup> January 2024 were circulated prior to the meeting. These Minutes were approved.

24/14 **Matters arising**

24/14.1 LW asked if the Masters relay records had been split into Long Course and Short Course, EW confirmed that this has happened and the website has been updated.

24/14.2 BB asked if anyone had any thoughts on the Masters Decathlon medals and trophies.

24/14.3 GM and LW informed BB that it was regarding the cost of the medals and trophies and that the Group agreed that medals and trophies would be awarded to the 1<sup>st</sup> place.

LW thinks that there were trophies for the top 3 individuals and medals for the teams.

GM confirmed that there was the additional cost of having them posted out to the swimmers.

24/14.4 Masters Inter-Counties competition will be held at Bury St Edmunds and the Masters Championships will be held at Newmarket Leisure Centre.

SL asked what date is the Masters Inter-Counties, EW confirmed that it was the 10<sup>th</sup> November 2024.

24/14.5 LW asked if the Decathlon is in the agenda for the meeting, BB confirmed it isn't but can be discussed later.

## **24/15 Development plan and Competition plan**

### **Development Day**

24/15.1 BB confirmed to the Group that looking back at previous minutes the development was poorly attended and that nothing was planned for 2024.

24/15.2 GM confirmed that we organised a development day but the majority that attended were none competing Masters. EW confirmed that the day was aimed at competing Master Swimmers.

24/15.3 A discussion took place around previous development days and what was covered like gym session/pool session and a presentations.

24/15.4 BB is happy to look into doing a development day and will put something together and will keep the Group updated.

LW suggested maybe look at holding another long course development day around 6 weeks before the British Masters as there is not much opportunity for long course practice within the Region.

HD suggested getting a well know athlete to attend and talk about their journey within swimming and Masters swimming.

LW asked would it be worth at looking doing an Open Water development day for the Masters a bit like what was put on for the junior swimmers.



### **Masters Inter-Counties**

24/15.5 The pool has been booked but waiting on conditions and schedule. BB will keep the Group posted and once he has the conditions he will circulate them.

24/15.6 LW asked is there any way that the results for the Inter-Counties can be produced any quicker than the last couple of years.

BB confirmed that he will be doing the results.

### **Masters Championships**

24/15.7 BB confirmed to the Group that JS had sent him the conditions from the previous year and he has looked through them and revised them. BB asked who I send the conditions to have them approved.

EW confirmed that the conditions will need to be approved by the Leadership Group before being published on the website. BB will circulate the conditions after the meeting.

24/15.8 BB also informed the Group that he would like the Groups thoughts and approval on awarding a Top Club trophy, Top individual Open/Male and Top Female trophy.

LW suggested that as long as it is clear in the conditions on how they would be awarded she thinks it would be a great idea.

BB confirmed that it is in the conditions and it would be based on a point system.

24/15.9 BB also informed the Group that he would like to include Para events at the competition and that he has emailed EW to see if Peter Winter Disability Manager would be happy to support, which he is. This would be restricted to only 50m 100m events.

The Group were in agreement with this.

24/15.10 BB to confirm the catering with EW after the meeting.

24/15.11 BB asked if there were any comments on the schedule for the competition which was circulated prior to the meeting.

24/15.12 BB discussed with Group regarding the entry fee and proposed to the Group to drop the individual fee down £7.00 and for team put it to £15.  
A discussion took place regarding the entry fee and around what do Counties charge for their Masters competition. LW suggested that you would need to be careful with the 400m and 800m and that you may need to be cap the entries for the 800m at a total due to having too many entries. BB confirmed that it would be capped around 24 which is around 4 heats.

24/15.13 GM informed BB that the what is made on the Championships would need to cover the cost of the development day and to cover the cost of venue hire, officials expenses and any other expenses that need covering this includes the medals.

24/15.14 It was agreed to put the individual entry fee to £7.50 and the team entry fee to £15.

24/15.15 GM asked who the promoter is going to be, BB confirmed that it would be himself.  
GM advised that BB contact David Metcalf to ask him to advertise the meet and that you are looking for officials, GM offered to be lead official.

24/15.16 LW asked if it would be possible to present the record breakers at the meet with their medal, in previous years the Regional or County President awarded the medals. BB confirmed that he would look into it and can't see why this could not happen.

24/15.17 BB asked who orders the medals, GM confirmed that he orders the medals and that JS will send BB the stock order form which he can order all the kit for the meet and will arrange to get the kit collected/delivered to Newmarket.

24/15.18 GM asked how are the entries being done, BB confirmed that they will be done online through Sports Systems and confirmed that Chris Bostock will help set this up.

24/15.19 LW asked when entries will open. BB confirmed that as soon as the conditions have been confirmed and get the entry system set up. BB will confirm.  
SL asked when the closing date will be, BB confirmed that it would be around 10 days before the meet and that relay entries will close at the sometime.

24/15.20 GM asked JS to invite the Regional and County Presidents to the Masters meet. JS confirmed that he will send the invite.

**24/16 Budget and Plan 2024**

24/16.1 As BB had just taking over the Masters Manager role there wasn't anything to discuss regarding the budget and plan.

24/16.2 GM informed BB that if anything comes up he can put in a variation of budget and plan to the Board for approval.

**24/17** **County Matters - updates from representatives**

24/17.1 Norfolk – AL confirmed that they held the Norfolk Masters which was run a closed to meet inviting Suffolk and Cambridgeshire. The reason behind this was because we are trying to encourage Norfolk Masters Swimmers to compete and running it as a closed meet encourages this.

24/17.2 Bedfordshire – Nothing to report.

24/17.3 Cambridgeshire – Nothing to report. HD will have a conversation with MF regarding who is attending these meetings.

24/17.4 Suffolk – Nothing to report.

24/17.5 Essex – No representative.

24/17.6 Hertfordshire – No representative.

**24/18** **Any other business**

24/18.1 LW put forward that for the 2023 decathlon the results need to be looked at to see who has won it. LW is happy to take this on and will send BB the names of the Top Female, Top Male, Top Female Club and Top Male Club.

24/18.2 EW asked if Norfolk and Suffolk will be entering a team into the Inter-Counties this year. Both Counties are looking and hoping to enter a team.

**24/19** **Confidential items**

24/19.1 There were no confidential items to be discussed.

**24/20** **Next meeting**

24/20.1 The next meeting will take place on Monday 9<sup>th</sup> September 2024 @ 6pm via Zoom.

24/20.2 LW confirmed that she will be on holiday on the 9<sup>th</sup> September and sent her apologies.