

Swim England East Region
Minutes of the Artistic Swimming Leadership Group Meeting
8th November 2025 at 10am, via Zoom

Present:	Amy Davis (AD)	Swim England East Region Artistic Swimming Manager
	Sheila Mackenzie (SM)	Swim England East Region Director
	Karen Brennan (KB)	Aqualina
	Tom Brennan (TB)	Aqualina
	Amy Bryant (AB)	Hatfield
	Emma Chapman (EC)	Dacorum
	Kath Downes (KD)	Norwich
	Laura Neary (LN)	Chelmsford
	Heleb Poletti-Taylor (HPT)	Potters Bar
	Olivia Taylor (OT)	Potters Bar
	Jane White (JW)	Potters Bar
	Also present: Emma Winter (EW)	Regional Administrator

25/34 Welcome and apologies

- 25/34.1 AD welcomed everyone to the meeting.
- 25/34.2 Apologies received from Jayne Jarvis (JJ), Potters Bar, and Emily Gower (EG), Norwich.
- 25/34.3 EC left the meeting at 10.45am.

25/35 Declarations of conflict of interest

- 25/35.1 There were no declarations of conflict of interest.

25/36 Previous minutes

- 25/36.1 The minutes from the previous meeting had been circulated.
- 25/36.2 TB reported that JW attended the last meeting for Potters Bar and not for Aqualina.
EW amended the minutes to reflect JW attending on behalf of Potter Bar.

25/36.3 The minutes were agreed with the above change.

25/37 Plan and Budget 2025/2026

25/37.1 On the 2025 budget AD reported that, despite some upcoming outgoings for the October competition and the December Grading Day expenses, a profit has been made.

25/37.2 AD shared the draft 2026 budget, which is subject Board approval.

AD went through the budget income and expenditure, explaining that it is shown for the month when each competition and Grading Day is planned to be held.

AD will circulate the budget to the Group for feedback on any additions which are felt necessary.

The Group discussed upcoming cost increases, including venue hire and grading fees. These fees will rise to £20 from £17.50 in January 2026.

TB asked if the Regional Games income is based on the numbers signed up now or how many will sign up next year.

25/37.3 AD agreed to adjust the budget to account for increases and advised that the development income projections were based on an average between current and expected future enrolment numbers.

Action: AD to circulate the proposed budget to the Group

Action: AD to submit the budget for the Board's approval

25/38 Grading days 2025/2026

25/38.1 AD reported that the next Grading Day is being held on Sunday 9th November, with another on Sunday 7th December 2025 at Hemel Hempstead, to maintain the requirement for 28-days between sessions.

25/38.2 2026 Grading Days dates - with venues to be confirmed.

- 24th/25th January 2026
- 9th/10th May 2026
- 18th July 2026
- 7th/8th November 2026
- 5th/6th December 2026

25/38.3 A discussion took place regarding which grades are needed, with a focus on prioritising grades 3,4 and 5 for figures and routines, while also considering lower grades to accommodate swimmers who missed November.

25/39

Competitions for 2026

- 25/39.1 The 2026 competitions dates, subject to venue confirmation, are: -
- Saturday 7th February 2026 (Stevenage) – Figures; Free solos/duets (including mixed); Free team (12yrs & under and 13-15yrs)
 - Saturday 21st March 2026 – 15yrs & over solos/duets; Acro team; Combos; Masters' Tech events may be included
 - Saturday 13th June 2026 – Ungraded figures; Combos; Masters' Tech solos/duets (pre-Combo/Masters')
 - Saturday 17th October (provisional) – Grade 1+ figures; solos/duets, all ages (no grade requirement); Masters' Free, if there is demand.
- 25/39.2 AD reported that the National Age-Groups (NAGs) competition has been rescheduled to 7th-8th March 2026, with the venue to be confirmed. There are updated entry requirements for the younger age- groups (e.g. minimum Grade 2 for teams' entries and Grade 3 bronze/silver for duets/solos).
- The Championships competition is on 25th-26th April 2026 (Nottingham), the Combo Cup is on 4th July 2026 (Sheffield, with the upper age 19yrs), and the Masters' is on 5th July 2026 (Sheffield).
- 25/39.3 JW pointed out that the rules for male swimmers in youth solos needed clarification. AD agreed to review and update the rules accordingly.

Action: AD to review and update the rules regarding male swimmers in youth solos.

25/40

Officials' courses

- 25/40.1 AD reported that she will try and arrange a Judge level 1 course to be held in the Region.
- AD reported that she will contact National to find out about Judge level 2/3 courses and when these will be held.
- Action:** AD to contact National regarding Judge level 2 and 3 courses.
- 25/40.2 AD reported that she is planning to hold a Chief Recorder/Scorer course in 2026.
- 25/40.3 AB reported that she is currently running an assistant coach course, and the theory part is now completed.
- AB reported that she is planning to run another assistant coach course in 2026 but needed to look at dates.

25/41

Regional Games

- 25/41.1 TB reported that there are 40 swimmers on the Regional Games programme - the largest number so far. The next training session is to be held on 23rd November 2025.
- 25/41.2 The date of the competition has been confirmed as 29th May 2026.
- 25/41.3 AD reported that there is a new requirement in the rules for increased 12yrs & under representation.
- 25/41.4 TB reported that Great Britain Youth/junior athletes may now compete for their Region.
- 25/41.5 TB requested an up-to-date list of grades for the 40 Regional Games swimmers, after the November Grading Day and again after the December Grading Day.

Action: AD/EW to provide an up-to-date list of Grades for the 40 swimmers.

25/42

Any other business

- 25/42.1 TB reported that Stevenage pool future remains uncertain. There was a discussion regarding the Potters Bar pool's depth/boom constraints, and it was confirmed as unsuitable for Artistic Swimming competitions because of depth restrictions.
- 25/42.2 KD asked about what licences are needed for music and whether CD cutting is still required.

Action: AD to ask Swim England/National for clearer guidance on music licences.

25/43

Confidential items

- 25/43.1 There were none.

25/44

Meeting dates

- 25/44.1 Date of the meetings for 2026 were set as below: -
- 21st February 2026
 - 6th June 2026
 - 12th September 2026
 - 14th November 2026