

ASA East Region
Minutes of Annual Council Meeting
8th September, 2012 @ 12.30am
Epping Forest Town Council Offices

Present:

Board Members: Ian Mackenzie (Chairman), Keith Belton (Finance Manager), Tom Baster (Independent), Paul Hayes (President Elect and Essex County ASA), Sheila Mackenzie (Hertfordshire ASA), Geraldine Metcalf (Bedfordshire ASA), Stewart Murray (Norfolk County ASA), David Robinson (President and Suffolk County ASA), David Standish-Leigh (Cambridgeshire ASA), Joan Wheeler (Independent) and Andy Morton (Independent).

Bedfordshire: Phil Winder (Bedfordshire ASA), Diane Brinkler, (Bedfordshire ASA)

Cambridgeshire: David Standish-Leigh (City of Peterborough SC)

Essex: Kay McGuire (Essex County ASA), Hazel Day (Thurrock SC), Lisa Martindale (Thurrock SC)

Hertfordshire: Derek Milton (Hertfordshire ASA), Mr Mark Horrod (Dacorum Borough Swim Squad), Bryan Thompson (Harpenden SC)

Norfolk: Margaret Toll (Norfolk County ASA), Paola Moore (Great Yarmouth SC), Anthony Moore (Great Yarmouth SC), John Toll (West Norfolk SC)

Suffolk: David Whelan (Suffolk County ASA), Jeremy Duszynski (Stowmarket SC), Carol Naunton (Deben SC), Chris Bellwood (Newmarket and District SC), Barry Brinkley (Leiston and District SC), Chris Stephens (Iceni Water Polo Club), Jane Robinson (Forest Heath Saxons SC)

Non-voting: Ann Whelan

ASA East Region staff: Kevin Wray (Regional Director) Kelly Stannard (Regional Finance Administrator), Debbie Emmons (Regional Office Administrator).

Apologies:

Clubs - Bedford Eagles Diving Club, Bedford Synchro SC, Bedford Water Polo Club, Borough of Southend SC, Borehamwood SC, Braintree and Bocking SC, Bushey ASC, Cambridge Dive Team, Colchester SC, City of Ely SC, East Anglian Swallow Tails SC, Epping Forest District SC, Felixstowe SC, Hemel Hempstead SC, Hertfordshire Schools' Swimming Association, Hunstanton Sea Eagles SC, Hoddesdon SC, Leighton Buzzard Otters SC, Linslade Crusaders SC, Loddon White Dolphins SC, Lowestoft and Oulton Broad SC, March Marlins SC, Mid Beds Swim Squad, Norwich Swan SC, Runnymede SC, Saffron Walden SC, Southend Diving Club, St Ives SC, St Felix School (Southwold) SC, Stevenage SC, Team Ipswich SC, Verulam SC, Watford Water Polo Club, Welwyn Garden SC, West Suffolk SC, Witham Dolphins SC, Woodham SC.

Individuals – David Metcalf (Board Member and Swimming Officials Manager), Roger Howkins (Licensing Officer), Amy Bryant (Synchronised Swimming Manager), Chris Galer (Membership Officer), Kathy Petersen-Korth (Swimming Manager), Sheila Roberts (Award Winner), Steve Chambers (Award Winner), Neil McGuire (Award Winner).

12/01 Introduction

12/01.1 The regional Chairman, Ian Mackenzie, introduced himself and the Regional Director, Kevin Wray. The Chairman welcomed everyone, and thanked them for their attendance, explaining procedures for the meeting and arrangements at the hall. He informed the meeting that all but one of the Board Members was present.

12/02 President's address

12/02.1 David Robinson reflected on his year as ASA East Region President, saying what an enormous privilege and pleasure it had been to attend the events and meet so many of the region's athletes. He made specific mention of events in all disciplines which had been particularly memorable, and commented that he had been able to attend some discipline events which he had not previously experienced. Talking to athletes, coaches and helpers on poolside, as well as presenting medals and trophies, had been a particular pleasure. He said how much he admired the achievements of the athletes and volunteers in the region, and thanked everyone for the wonderful opportunity he had been given to be the ASA East Region President.

12/03 Presentation of Regional Aquaforce Awards, the Jeff Cook Salver, and ASA East Region Silver Pins

12/03.1 Regional Aquaforce Awards which recognise the value of the volunteer to the sport of swimming in our region.

The Chairman commented that the region was very fortunate to have very many volunteers, and every one of them was greatly appreciated. From the nominations received by the region, the following are the winners of this year's Regional Aquaforce Awards:

Steve Chambers - Watford Water Polo Club (Outstanding contribution at county/regional level)

Barry Brinkley - Leiston and District SC (Outstanding contribution at club level)

Mike Woodbridge - Team Luton SC (Long service award - 25 years or more)

Alex Fussey - Newmarket and District SC (Young volunteer, under 18yrs)

Laura Frostick - Chelmsford Synchronised SC (Young volunteer, 18-25yrs)

All awards were presented by the ASA East Region President, David Robinson.

12/03.2 The Jeff Cook Salver, which is awarded to the individual, team or club who has made a significant contribution to sport of swimming within the region, was presented by the president to Chris Stephens.

12/03.3 ASA East Region Silver Pin

The Chairman announced the recipients of the regional Silver Pin award, as follows:-

Helen Canzini - Deben SC
Gordon Finch - Halstead SC
Gerry Metcalf - Mid Beds SS
Marian Ramm - Southend on Sea SC
Dean Walker - Chelmsford SC
Gary Wise - Epping Forest District SC

The Silver Pin is presented for long and/or significant contribution to swimming in any discipline. David Robinson, as ASA East Region President, made the presentations.

- 12/04 Apologies for absence**
- 12/04.1 Apologies received were as shown above. The Chairman advised that he had received apologies from David Metcalf as he is officiating at the Paralympics.
- 12/05 Conflict of Interest**
- 12/05.1 None declared.
- 12/06 Minutes of the Annual Council Meeting on 10th September, 2011**
- 12/06.1 The minutes of this previous Annual Council Meeting were accepted as a true record.
- 12/07 Matters arising**
- 12/07.1 None
- 12/08 ASA East Region Annual Report**
- 12/08.1 The Annual Report for 1st April 2011 to 31st March 2012 had been made available to all delegates and is also on the website.
- 12/08.2 The Regional Director advised that for the first time each discipline has held Regional Championships. Amy Bryant (Synchronised Swimming Manager) was congratulated for her hard work developing Synchronised Swimming within the region.
- 12/08.3 The annual accounts were also available. These have been thoroughly examined by the independent examiner, but have still to be agreed and signed-off by the Management Board.
- 12/08.4 The Chairman advised that the region is now using PayPal for Masters Championships entries. The system appears to be working well.
- 12/08.5 The Annual Report for the year to 31st March, 2012 was accepted. The independently examined annual accounts for the year to 31st March, 2012 were accepted, subject to being signed-off by the Management Board.
- 12/09 Amendments to the ASA East Region's constitution/rules**
- 12/09.1 The main proposed changes are summarised below:
- 9.2.1 Clarification that Board members must be members of ASA East Region member clubs.
- 9.2.2 Clarification that vacancies for Independent Board members must be filled by due process, and may not be filled by nomination on the day at the ACM.
- 9.2.6 Clarification on the relationship between the Chairman and Regional Director in the light of the revised arrangements for the Regional Director to be employed and line-managed by the ASA.
- 9.2.8 Provision for the post of Vice-Chairman of the Management Board.
- 9.2.11 Period of office for Sub Regional Bodies' delegates (County Representatives) increased from two years to three years.
- 12/09.2 Derek Milton (Hertfordshire ASA) commented on point 13.3.2 and asked if delegates could be reminded of the 14 days notice for discussing items at the meeting.
- 12/09.3 All proposed changes were agreed and are to be implemented immediately.
- 12/10 Election of ASA East Region President and ASA East Region President Elect**
- 12/10.1 Kay McGuire addressed the meeting on behalf of Barry Cridland (President, Essex County ASA) proposing Paul Hayes as Regional President. No vote was necessary as there was only the one nominee, and Paul Hayes was accepted as the ASA East Region

President for 2012/13. David Robinson as out-going President presented the chain of office to Paul Hayes.

12/10.2 Paul presented a Past President's badge to David.

12/10.3 There were no nominations received for President Elect for 2013/2014. The Management Board will discuss this at the next meeting.

12/11 Election for ASA East Region Management Board

12/11.1 Board members

There were four vacancies for Independent Board Members. Tom Baster and Andy Morton had resigned on rotation but have submitted nominations to stay on the Board for a further three years. There are still two vacancies for Independent Board Members. The vote was unanimous.

12/11.2 The Chairman thanked the Management Board Members for their hard work throughout the year, and said that the region was very grateful to them for their commitment.

12/12 Notification of county representatives to the ASA East Region Management Board

12/12.1 Bedfordshire ASA - Geraldine Metcalf
Cambridgeshire ASA - David Standish-Leigh
Essex County ASA - Paul Hayes
Hertfordshire ASA - Sheila Mackenzie
Norfolk County ASA - Stewart Murray
Suffolk County ASA - David Robinson

12/13 Election of ASA East Region Managers

12/13.1 Kathy Petersen-Korth has stepped down as Swimming Manager. Bryan Thompson offered to fill the position, and this will be discussed further at the Management Board.

12/14 Election of ASA East Region representatives to the ASA Council

12/14.1 Nine delegates from ASA East Region are required for ASA Council 2012. The following were appointed, having been correctly nominated, and with no vote necessary:-

David Metcalf
David Robinson
Andrew Morton
Tom Baster
Gerry Metcalf
Nominations received after closing date
Sheila Mackenzie
Paul Hayes
Nominations received after the ACM closed
Dean Walker
Hazel Day

12/15 Election of independent financial examiners

12/15.1 Hastings Wade confirmed as independent financial examiners unanimously.

12/16 ASA Annual Report and amendments to rules

12/16.1 The following comments and questions were raised:-

Page 47: Derek Milton (Hertfordshire ASA) commented that the target for 25m eight and

ten lane pools is less than the actual and asked if the plan is to close some pools. The Regional Director advised that the targets are set on a four year cycle with Sport England and are not adjusted within this time scale. Pools are not to be closed.

12/16.2 The Chairman advised the meeting of a review process about Governance within the ASA but said that no formal decision had been made. The ASA requires a Board with more commercial expertise alongside a Sports Governing Board. The East Region delegates will have the opportunity to vote at Council following discussion at the ASA Council Meeting on 13th October 2012.

12/17 Date of next meeting

12/17.1 The next ASA East Region Annual Council Meeting will take place on 15th September 2013.

12/18 Close of meeting

12/18.1 The meeting closed at 14:30pm