



**ASA East Region**  
**Minutes of Annual Council Meeting**  
**12<sup>th</sup> September, 2015 at 10.30am**  
**Freckenham Village Hall, Freckenham**

**Present:**

**Board Members:** Joan Wheeler (Chairman), Geraldine Metcalf (President and Bedfordshire ASA), David Metcalf (Vice-Chairman), Ian Mackenzie (Elected Board Member and ASA Sport Governing Board Representative), Keith Belton (Finance Manager), Andy Morton (Elected Board Member), David Harman (Elected Board Member), David Robinson (Suffolk County ASA), Ian Cotton (Independent), Ian Knight (Cambridgeshire ASA), Paul Hayes (Essex County ASA), Sheila Mackenzie (Hertfordshire ASA), Stewart Murray (Norfolk County ASA) and Tom Baster (Elected Board Member).

**Bedfordshire:** Phil Winder (Bedfordshire ASA), Joanne Stalley (Modernian SC), John Bellis (South Beds Masters SC)

**Cambridgeshire:** Paula Durrant (Cambridgeshire ASA) and Terry Pauley (City of Cambridge SC).

**Essex:** Terry Candler (Chelmsford SC), Helen Stephens (Colchester SC), Kay McGuire (Thurrock SC) and Neil McGuire (Thurrock SC).

**Hertfordshire:** Janet Warrington (Hoddesdon SC)

**Norfolk:** John Toll (Norfolk County ASA), Madeline Tallowin (Norwich Synchronised SC), Chris Galer (UEA City of Norwich SC) and Margaret Toll (West Norfolk SC).

**Suffolk:** Chris Vinter (Suffolk County ASA), Alison Vinter (Suffolk County ASA), Chris Belwood (Newmarket & District SC), Nigel Fussey (Newmarket & District SC) and Gillian Briars (West Suffolk SC).

**ASA East Region staff:** Leanne Brace (Regional Club Development Officer), Amy Bryant (Regional Development Support Officer), Mark Burgess (Divisional Business Manager – London and East) and Kelly Stannard (Divisional Office Manager – London and East)

**Apologies:**

**Clubs –** Bushey ASC, Great Yarmouth SC, Potters Bar SC and Verulam SC.

**Individuals –** Paul Kendall (Open Water Manager), Mike Rayner (ASA East Region Past President), Chris Stephens (Water Polo Manager), Warwick Thompson (Award Winner), Victoria Tidmas (Award Winner) and Roberta Wilson (Equity Officer).



**15/01 Introduction**

15/01.1 The Regional Chairman, Joan Wheeler, introduced herself. She welcomed everyone, and thanked them for their attendance, explaining procedures for the meeting and arrangements at the hall. She informed the meeting that all Board Members were present. She expressed her thanks to all volunteers on behalf of the region and also thanked the regional staff for all their hard work over the last year. The Chairman advised that Samantha Dowson (Synchronised Swimming Manager) and Bryan Thompson (Swimming Manager) were standing down due to other commitments. She thanked both Samantha and Bryan for their commitment to the region during their terms of office.

**15/02 Apologies for absence**

15/02.1 Apologies received were as shown above.

**15/03 Conflict of Interest**

15/03.1 None declared.

**15/04 Minutes of the Annual Council Meeting on 13<sup>th</sup> September, 2014**

15/04.1 The minutes of this previous Annual Council Meeting were accepted as a true record.

**15/05 Matters arising**

15/05.1 None

**15/06 Motions**

15/06.1 No proposals had been received in accordance with Section 13.2.1 of the Constitution.

**15/07 ASA East Region Annual Report and Accounts**

15/07.1 The Annual Report for 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2015 had been made available to all counties, club and delegates, and had been on the ASA East Region website since early June. There were no questions about the Annual Report.

15/07.2 The Annual Accounts were presented. The Chairman reported that these have been examined by the independent examiner, and agreed and signed-off by the Management Board. There were no questions about the annual accounts.

15/07.3 The Annual Report for the year to 31<sup>st</sup> March, 2015 was approved. The independently examined Annual Accounts for the year to 31<sup>st</sup> March, 2015 were accepted.

15/07.4 No questions on the minutes of the Management Board or its committees were received in accordance with Section 13.3.2 of the Constitution.

**15/08 Presentation of ASA East Region Recognition Awards, the Jeff Cook Salver, and ASA East Region Silver Pins**

**15/08.1 Regional Recognition Awards**

The Chairman commented that the region was very fortunate to have very many volunteers, and every one of them was greatly appreciated.



Tom Baster, Chair of the Regional Awards Panel, explained that the region will now present Recognition Awards separate to the National Awards Scheme.

Tom explained why the region had chosen each of the Award Winners, from the nominations received, and said that they were all worthy winners. Geraldine Metcalf, Regional President, presented the awards to award winners who were present. The winners were:

Paul Bowman – Newmarket & District SC (Club volunteer of the year)

Gillian Briars – West Suffolk SC (Outstanding contribution to swimming in the community).

Warwick Thompson – Norwich Swan SC (Outstanding contribution at County/Regional level)

Stewart Murray – West Norfolk SC (Services to officials' development)

Victoria Tidmas – Harlow Penguins SC (Volunteer coach of the year)

15/08.2 **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 Geraldine Metcalf, the ASA East Region President, to Janet Warrington from Hoddesdon SC for her outstanding services to disability swimming in the region.

15/08.3 **ASA East Region Silver Pin**

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

John Bellis –South Beds Masters SC

Ian Mackenzie – Hoddesdon SC

Terry Pauley – City of Cambridge SC

The Silver Pin is presented for long and/or significant contribution to swimming in any discipline. Geraldine Metcalf, as ASA East Region President, made the presentations. Tom Baster encouraged clubs and counties to consider nominating their hard working volunteers for this regional award.

**15/09 President's address**

15/09.1 The Chairman thanked Geraldine Metcalf for her hard work over the past year. She advised the meeting that Gerry had attended many events and had been an excellent ambassador for ASA East Region.

15/09.2 Geraldine Metcalf reflected on her 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. She made specific mention of national events which she had been invited to attend on behalf of the ASA East Region. Gerry thanked all those who volunteer to support aquatics in the East Region and paid homage to the talented athletes across all aquatic disciplines, who strive for success. She thanked everyone for the wonderful opportunity she had been given to be the ASA East Region President and for the warm welcomes she and David had received at the events they had attended.

**15/10 Election of ASA East Region President**



15/10.1 Tom Baster, Elected Board Member, addressed the meeting, proposing Kay McGuire, Thurrock Swimming Club, as Regional President. No vote was necessary as there was only the one nominee, and Kay McGuire was duly elected as the ASA East Region President for 2015/16.

**15/11 Inauguration of the new President and presentation of Consort's Medallion**

15/11.1 Geraldine Metcalf presented the President's Chain of Office to Kay McGuire, and Neil McGuire received the Consort's Medallion from David Metcalf.

15/11.2 Kay presented a Past President's badge to Gerry.

**15/12 Election of ASA East Region President Elect**

15/12.1 There were no nominations received for President Elect for 2015/2016. The Chairman advised that, in accordance with the Constitution, the Management Board would discuss this issue further at the Board meeting immediately following the ACM.

**15/13 Election for ASA East Region Management Board**

**15/13.1 Elected Board Members**

There were three vacancies for Elected Members of the Management Board, two were for the full three year term of office and one was for a one year term of office. Both Andy Morton and Tom Baster, were current board members and had put themselves forward for re-election for the three year posts. Both were duly elected and will hold office until September 2018.

The Chairman reported that a casual vacancy had arisen as a result of Dean Walker's resignation from the board, following his appointment as ASA Club Development Officer. Gerry Metcalf had put herself forward for this post and was duly elected to serve until September 2016.

15/13.2 The Chairman, Joan Wheeler, thanked the Management Board Members and managers for their hard work throughout the year, and said that the Region was very grateful to them for their commitment.

**15/14 Election of ASA East Region representatives to the ASA Council**

15/14.1 Based on the Regional membership, ASA East Region is requested to appoint ten delegates to represent the Region at ASA Council 2015. The Constitution allowed the President and Chairman to attend by right. Six nominations had been received for the remaining eight places. The following delegates were appointed to attend ASA Council:

Tom Baster  
Paul Hayes  
Ian Knight  
Sheila Mackenzie  
David Metcalf  
Geraldine Metcalf

15/14.2 The Management Board would appoint delegates to fill the remaining two places.



**15/15 ASA Annual Report and amendments to rules**

15/15.1 There were no questions from Council on the ASA Annual Report.

15/15.2 Joan Wheeler suggested that, if there were any questions following the ACM, she be advised by the end of the month so that these could be raised at the ASA Annual Council Meeting on the 17<sup>th</sup> October 2015.

**15/16 Appointment of Independent Financial Examiners**

15/16.1 Hastings Wade were unanimously confirmed as Independent Financial Examiners for the 2015/ 2016 Annual Accounts.

**15/17 Date of next meeting**

15/17.1 The next ASA East Region Annual Council Meeting will take place on 17<sup>th</sup> September 2016.

**15/18 Closing remarks by the Chairman**

15/18.1 Joan thanked everyone for attending and wished them a safe journey home. The meeting closed at 11:20am.