

Minutes of the Board of Directors

8th November 2022 at 7.30 pm

By Zoom

Members Present:

Ian Cotton (IC)	Chairman
Keith Belton (KB)	Finance Director
Ian Mackenzie (IM)	Director
Helen Stephens (HS)	Director

Also Present:

Jo Stalley (JS)	Regional Operations Officer
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22/126		Apologies and Welcome
	22/126.1	There were no apologies.
22/127		Declarations of conflicts of interest
	22/127.1	Both IM and KB declared conflict re applications for the role of Regional Manager
22/128		Minutes
	22/128.1	The minutes of the meeting held on 11 th October 2022 were confirmed as a correct record of the meeting.
22/129		Matters Arising
	22/129.1	The Directors went through the Matters Arising report that had been circulated prior to the meeting and updated it accordingly.
22/130		Finance
	22/130.1	i) <u>To discuss the budget reports for October</u> Detailed budgets had been previously circulated. There were no areas of concern.
	22/130.2	ii) <u>To discuss any reports for variations to the Plans and Budgets 2022</u> Disability wished to run an additional training session in the absence of their annual meet. KB agreed due to time constraints but ratified by Board. Artistic Swimming wished to host an additional Grading Day due to FINA Laws changing in 2023 and wanting to prepare athletes accordingly prior to this. All agreed Artistic Swimming wished to support attendance from clubs at the national conference (due to FINA LAWS changing). All agreed

	22/130.3	KB will bank the Cash Float traditionally used for swimming events as the card reader is proving very successful. Action – KB to write instructions for card reader use for all disciplines
22/131		Recruitment
	22/131.1	19 applications have been received for the Regional Manager role but tech issues prevented them being sent to the Board Action – IC to contact People Development to have them sent out direct asap for consideration by Board to shortlist for interview on 17th November
	22/131.2	2 applications were received for the Disability Manager role. Decision agreed that these would not go to a nomination panel but the Board agreed on candidate PW with a recommendation that CP be invited to take on Disability role with SE Essex. Action – IC to contact both applicants. HS to contact CP re Essex role
22/132		Athlete Bursary Scheme
	22/132.1	Another 4 applications have been received. Through email discussion between board members, 2 were accepted, 1 was rejected and 1 to be queried with Carl Cooper as to eligibility. Action – JS to contact CC to check
22/133		Swim England East Region Recovery Plan
	22/133.1	Water Polo has now been received but unlikely that Artistic Swimming will be able to produce until they have more information re FINA Law changes. Action – IC to collate and draft for Board review before being pushed out to ROC
22/134		Safeguarding & Welfare
	22/134.1	IC reported that the NCLG had suggested for Board members to have safeguarding training. All current Board members have undertaken training at some point but could be offered refresher if required.
22/135		Next Board Meeting
	22/135.1	The next meeting will take place on 13 th December, 7.30pm via Zoom to include review of Budgets and Plans from all disciplines for 2023
22/136		Any Other Urgent Business
	22/136.1	There were no confidential items.