

**Minutes of the Board of Directors**

**10<sup>th</sup> January 2023 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 Officer
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<b>23/1</b>		<b>Apologies and Welcome</b>
	23/1.1	There were no apologies.
<b>23/2</b>		<b>Declarations of conflicts of interest</b>
	23/2.1	There were no declarations of conflicts of interest.
<b>23/3</b>		<b>Minutes</b>
	23/3.1	The minutes of the meeting held on 13 <sup>th</sup> December 2022 were confirmed as a correct record of the meeting.
<b>23/4</b>		<b>Matters Arising</b>
	23/4.1	The Directors went through the Matters Arising report that had been circulated prior to the meeting and updated it accordingly.
<b>23/5</b>		<b>Finance</b>
	23/5.1	i) <u>To discuss the budget reports for December (YE)</u> Detailed budgets had been previously circulated. There were no areas of concern.
	23/5.2	ii) <u>To discuss any reports for variations to the Plans and Budgets 2023</u> There were no variations to the plans and budgets 2023. Disability LG Manager has submitted plan for Time Trial event (for classification purposes), working more closely with county associations and hosting a long course event. Cost to be considered.  <b>KB to contact PW to feedback on ideas and recommend seeking advice from Talent Team re a long course event</b>

	23/5.3	iii) <u>To discuss Financial Year End</u> Hopefully that this can be completed w/c 16 <sup>th</sup> January 2023
<b>23/6</b>		<b>Regional Manager Recruitment</b>
	23/6.1	13 applications received with 4 being promising. <b>IC/IM to interview 19<sup>th</sup> January</b>
<b>23/7</b>		<b>AGM Preparation</b>
	23/7.1	i) <u>To review posts due for election</u> IC/JS prepared a comprehensive list of those due this year. <b>KB to check Articles of Association regarding terms of election and posts being filled during a year.</b>
	23/7.2	ii) <u>To confirm summary document</u> This was confirmed and aim to have process and forms in place February/March <b>IC to contact ROC and Chris Vinter to set up Nomination Committee(s) by end of January</b>
<b>23/8</b>		<b>Athlete Bursary Scheme</b>
	23/8.1	There have no new applications for the Athlete bursary scheme. <b>JS to publish again in February newsletter</b>
<b>23/9</b>		<b>Swim England East Region Recovery Plan</b>
	23/9.1	i) <u>To review recovery plan</u> This will be in place for the next few months until Swim England publish its long term strategy (due March). Likely that the region will then produce a 2/3 year plan.
	23/9.2	ii) <u>To discuss meeting with LG managers</u> Recovery Plan to be discussed at this meeting on 1 <sup>st</sup> February. Communications from Swim England and the region to also be discussed at the meeting. <b>IC to circulate recovery plan prior to meeting and after meeting to send to ROC for their March meeting</b>
<b>23/10</b>		<b>Next Board Meeting</b>
	23/10.1	The next meeting will take place on 14 <sup>th</sup> February 2023, 7.30pm via Zoom
<b>23/11</b>		<b>Any Other Urgent Business</b>
	23/11.1	IM raised the issue that the Board has little contact with LG Managers and members and suggested they make themselves available to attend some discipline events. <b>IM to prepare a plan for this</b>
	23/11.2	IM wished to thank JS and EW for their support for the last few months in the absence of a regional manager.