

**Swim England East Region  
Minutes of the County Forum Meeting  
Tuesday 5<sup>th</sup> November 2024 at 7.30 pm, via Zoom**

**In attendance:**

Ian Cotton (IC)	Suffolk Chairman/Chairman of the meeting
Ian Mackenzie (IM)	Interim Regional Chairman
Chris Vinter (CV)	Suffolk Secretary
Kevin Rumsey (KR)	Norfolk Chairman
Karen Woodhouse (KW)	Norfolk Secretary
Sheila Mackenzie (SM)	Hertfordshire Secretary
Nicola Phillips (NP)	Cambridgeshire Secretary
Gergely Kokas (GK)	Cambridgeshire Chairman
Bryan Thompson (BT)	Hertfordshire Chairman

- 24/31            **Apologies, welcome and introductions:**
- 24/31.01       IC welcomed everyone to the meeting and introduced himself to the new members as the Suffolk Chairman and chairman of the meeting.
- 24/31.02       Apologies received from James Salmon (JSa), Regional Manager and Jo Stalley (JSt), Bedfordshire Chairman.
- 24/32            **Declarations of conflict of interest:**
- 24/32.01       None declared.
- 24/33            **Previous minutes:**
- 24/33.01       The minutes from the last meeting were circulated prior to the meeting. No points were raised regarding the previous minutes.
- 24/34            **Matters arising:**
- 24/34.01       There are no further updates on the dates for the Regional Championships in 2025.
- 24/34.02       CV thanked IM for his efforts in trying to get the dates for the Regional Championships. He raised the importance to the swimming clubs of having the dates, with it possibly being one of the greatest concerns of clubs at present. IM stated that this matter is affecting all disciplines. KR asked if there was any idea of when the dates would be released. IM responded that this should be by the end of the year.
- 24/34.03       IC concluded that everyone shares the same concerns, and the support of the Region in addressing this is appreciated..
- 24/35            **Regional updates:**
- 24/35.01       IM mentioned that JSa's six-month probation period in his role as Regional Manager is coming to an end on 20<sup>th</sup> November. He praised the progress JSa has made and mentioned that the team work well around him. Emma Winter is still on maternity leave.
- 24/35.02       IM attended the Swim England National Masters Championships at Ponds Forge in Sheffield recently, and gave positive feedback about the event.

- 24/35.03 Peter Winter was awarded the Masters Cherriman Award for 2023. It is the highest award presented by Masters to someone who has done extraordinary work in the year. IM hopes there will be something about this on the Swim England website soon. This can then be replicated on the East Region website.
- 24/35.04 IM reported that the National Masters Championships saw many British, European and World records being achieved. Dean Walker attended the event, as did Jeff Kirkland from the East Midlands. IM also attended and was involved in medal presentation.
- 24/35.05 The position of Regional Chairman has not yet been filled.
- 24/36 **County updates:**
- 24/36.01 **Hertfordshire:** The county governance is in place.
- 24/36.02 **Norfolk:** The current Welfare Officer is booked on the course and will have completed the course prior to the Annual General Meeting(AGM), but will then be stepping down from the role. KR, KW and KB will be at a Norfolk swimming meeting on Thursday where it will be confirmed that the governance is done and is ready to be submitted or has been submitted. It will be complete before the AGM. A new Welfare Officer needs to be found - a couple of people have put their names forward. KR stated they are in a good place to start with the new committee.
- 24/36.03 **Suffolk:** The AGM is to be held at the end of the month. There are a few matters outstanding, one of which is filling the role of Welfare Officer. They hope to achieve this before the AGM.
- 24/36.04 **Cambridgeshire:** NP stated that she is the new Secretary for Cambridge. GK stated that he is the recently elected Chairman for Cambridgeshire. GK has spoken with JSa and will look at what needs to be done in terms of governance. Since September the focus has been on the handover, looking at what happened previously in the county, and gaining control over communications such as emails and the website.
- GK said that issues had been raised by clubs regarding county times for the County Championships. A meeting will be held with NP and Matt Newton, the Treasurer, to discuss the matter and a vote will be held at the next County Executive Team meeting to address the matter.
- He also said that once they are through the initial stages of making the constitution and have the County Championships in place, then they will focus on dealing with the major problems and working together. He talked about having open communication and partnerships and having everyone - members, teams and clubs - on the same platform.
- Once they have established themselves and had their meetings within the county, they will reach out for guidance from the other counties in particular regarding membership fees as they are planning to increase theirs next year.
- KR responded that they would be welcome to attend a meeting with the executive officers in Norfolk to show them the accounts and what has been done in terms of governance. BT and IC also offered support to GK and NP in their new roles. IM said that JSa can be asked to attend their meetings to provide support, and KW said that Keith Belton would be a good contact to help with financial matters.
- 24/36.05 IM reported that the Region is also working on its governance and that the work is almost complete. A couple of Regulations need to be changed - for example the Welfare Officer is now a paid role rather than a volunteer role, so the requirement in the Regulations to renew the position every three years needs to be removed.

- 24/37                    **Club Affiliation and SwimMark update:**
- 24/37.01              All the clubs in the Region which were due to renew or update their Club Affiliation or SwimMark this quarter have gone through. IC advised that there will be an update on SwimMark soon.
- 24/37.02              GK asked where to get information about the status of the clubs for the quarter, in order to be proactive. IC referred him to JSt to get this information.
- 24/38                    **Any other business:**
- 24/38.01              GK asked whether there was a deadline for completing and delivering the governance. IC responded that there are no deadlines or penalties at present and that there should be focus on getting the county in a stable position first. IM shared this view and offered support with the governance.
- 24/38.02              IM mentioned that with Emma Winter being on maternity leave, the minutes are being recorded and then typed up, with SM checking them prior to circulation.
- 24/39                    **Confidential items:**
- 24/39.01              None
- 24/40                    **Future meetings:**
- 24/40.01              IM will send a suggested date for the next meeting in the upcoming days.
- 24/40.02              KR put himself forward to chair the next meeting.