

Minutes

Annual Council Meeting

Minutes of the ASA South East Region Annual Council Meeting held on Saturday 12 September 2015 commencing at 11.00am at the Holiday Inn, Guildford

Present: 31 persons were present

The Chair: The Chairman of the Regional Management Board, Roger Penfold, was in the Chair.

1 Apologies

Apologies for absence had been received from Matilda Ansell (Oxford University SC), Ivan Horsfall-Tuner (Beacon SC), Monique Sharp (Beachfield SS), Peter Shaw (City of Oxford SC/Oxfordshire & North Bucks ASA) and Margaret Tuppen (Brighton SC/Sussex County ASA).

2 Welcome

The Chairman welcomed everyone to the meeting, particularly the staff present; Alan Green (Divisional Business Manager), Helen Mack (Regional Club Development Officer), Kristie Jarrett (Regional Club Development Officer), Rosa Gallop (Club Development Officer) and Bryony Gibbs (Divisional Office Manager).

The Chairman then asked the Council to stand in memory of John Carrie, who had passed away this year. John had been one of the Regions Trustees and was previously a leading light in Southern Counties ASA.

3 Minutes

The minutes of the Annual Council Meeting held on 13 September 2014 were approved as an accurate record.

Matters Arising

There were no matters arising.

4 ASA Business

4.1 ASA Annual Report and Accounts 2014 - 2015 and Financial Review for the Period ended 31 March 2015

The Chairman requested that delegates "star" any pages within the report for discussion. The following pages were 'starred':

ASA Annual Report

Page 147 Minutes of ASA Council 10.15 – last year raised issue that there had not been any Level 3 diving courses held during previous year. Response had been that there would be one in January 2015, courses in other disciplines would follow. No course was held in January 2015 and there have been none to date so this should be raised again. (John Davies - Black Lion SC)

Page 7 National Curriculum swimming - This was launched as blended learning, the

report states 6% increase in 7-11 year olds swimming. What quality assurance processes are in place to ensure that quality of the teachers has improved from that in the previous attendance process? (Shelley Robinson – Sevenoaks SC)

Page 33 Facilities – The number of swimming pools is stated and is split into different sectors. Would be interesting to know the number of pools that had closed as well. (Chris Lee – Farnham SC)

Page 34 Facilities – The number of PPP agreement with facilities in England is stated. Numbers for the previous year would also be helpful. (Chris Lee – Farnham SC)

Whole Report The report is very English centric, there are many Anglo-Irish, Anglo Scots and Angle Welsh that have achieved great things but only the English seem to get mentioned even though there are many that are part of English clubs. (James Boucher – Guildford Water Polo Club)

ASA Accounts

Page 28 Accounts – The report shows detailed expenditure but not income. Would be interesting to see a breakdown of this. (Alan Lewis – Leatherhead SC)

Page 8 Accounts – The accounts talk about the principal activities, refers to British Swimming and subsidiary companies, including the IoS, for which principal activities are stated as all aspects of teaching and coaching of swimming, with no mention of other disciplines. (Shelley Robinson – Sevenoaks SC)

It was decided that relevant points would be referred to ASA Council under ‘starred items’.

4.2 Proposals for changes to ASA laws.

No proposals had been received.

5 ASA South East Region Annual Report 2014-15

Council received the Annual Report of ASA South East Region for the period 01 April 2014 to 31 March 2015.

There were several questions raised in advance of the meeting to which answers had been provided by the Regional Management Board prior to the meeting. These had been circulated and were available on the website. The Chairman asked the questioners if they were happy with the responses provided or if they had any further questions or comments. The following questions generated further comments:

Ref.	Questioner	Question Raised	Further Comments/Questions
Whole Report	G.V. Stanley – Hampshire County ASA	What was the reason for the late production and distribution of the Annual Report?	Graham Stanley stated that the distribution of the Annual Report by electronic means was most welcome and made things a lot easier. Asked if the Region planned to send future reports in this way. Roger Penfold stated he could

Page 2 Para 4	G.V. Stanley – Hampshire County ASA	Why was this rejected in favour of 2 meetings per year both to be held at Guildford?	not decide without first consulting the Regional Management Board. However, he could not see why this would not continue in future. Graham Stanley asked if the Regional Management Board had considered that Sub Region representatives were unlikely to want to incur the time and expense of travelling to Guildford. The proposal put forward by Hampshire County ASA would have meant that each Sub-Region would have a home meeting every 6 th meeting, rather than having to travel to Guildford each time. RFP confirmed that the Regional Management Board had considered this.
------------------	---	--	--

Graham Stanley stated that he had no further questions at this time on the questions raised on the website or finance.

Peter Harris was not at the meeting but had not advised of any further questions, so the answers were accepted as presented.

The Report was **accepted** *nem con*.

6 ASA South East Region Financial Statements 2014-2015

Council received the Annual Accounts of ASA South East Region for the period 01 April 2014 to 31 March 2015.

The following query was raised at the meeting:

Page 20 The Region has an accumulated surplus of over £347k. Can you please explain why the Region needs to hold so much and advise if there are any plans to plough this back in to the membership. (Stewart Crowe – Fareham Nomads)

Gary Shields (Board Member Responsible for Finance) responded explaining that the Region chose to have a minimum of £150k in reserves. The £347k has been accumulated over several years and included a transfer from the previous body, Southern Counties ASA. The South East Region endeavour to spend money year on year and did not seek to increase reserves. The Region set a deficit budget which was, for 2015/16, £88k. If the Region achieved this spend this year, the reserves will be reduced to £250k.

Eddie Lyne (Bracknell & Wokingham SC) discussed the difficulties of setting budget for the Region, which had been set at a loss every year. The disciplines put these budgets together but end up as a wish list: the activities were not restricted by money, but by the availability of volunteers to fulfil the programme that the disciplines wanted. It was noted, however, that the

development spend had increased. He suggested that the Board should look with more caution, as the trend had been that this money was not spend each year.

Mike Lambert (Basingstoke Bluefins SC) stated in response to S Crowe's question that if they had been working in line with budgets that the Winter Championships entry fees should have increased however they did not.

Stewart Crowe (Fareham Nomads) responded that he felt coaches would want these questions raised if they were aware that the Region had over £347k accumulated surplus.

The Chairman confirmed that the information was in the public domain for all members to see.

The Annual Accounts were **accepted** *nem con*.

7 Motions to Council

7.1 Proposals to change Regional Rules

A. Proposal by Management Board

In Rule 8.2.1 replace 'Only persons who are members of the ASA shall be eligible to be voting members of the Management Board' with 'Only persons who are members of clubs affiliated to the Region shall be eligible to be voting members of the Management Board'.

The motion was proposed by Roger Penfold on behalf of the Regional Management Board.

The motion was **agreed** *nem com*.

B. Proposal by Hampshire County ASA

Existing Rule

8.2.2 Voting membership shall be 12 persons elected by the Regional Council

Proposed Rule

8.2.2 Voting membership shall be 6 persons elected by the Regional Council plus 1 person nominated by each Sub Region.

Existing Rule

8.2.4 The Management Board members shall have a term of office of three years with one third of them, as nearly as possible, retiring each year. Retiring members shall be eligible for re-election as appropriate.

Proposed Rule

8.2.4 The Management Board members elected by the Regional Council shall have a term of office of three years with one third of them, as nearly as possible, retiring each year. Retiring members shall be eligible for re-election as appropriate. The term of office of the members nominated by the Sub Regions shall be three years with retiring members being eligible for re-

appointment by the Sub Region Management Committee.

Purpose of the Proposed Rule Changes

The introduction of these rule changes will allow the Sub Regions to have an input into the workings of the Management Board and will improve communications between the Region and the Sub Regions.

Timing of implementation of Rule Change

The revised rule is to be incorporated into the South East Region Constitution immediately upon approval.

The motion was moved by Graham Stanley (Romsey & Totton SC) and seconded by George Adamson (City of Southampton SC). The Chairman invited Graham Stanley to move the motion.

The Chairman then proposed to move the amendment in the name of the Regional Management Board. This amendment was designed to facilitate the motion proposed by Hampshire, should this motion be approved.

The amendment was **agreed** *nem com*.

Council were invited to speak on the motion put forward by Hampshire, as amended. The following Council Members spoke:

Shelley Robinson (Sevenoaks SC)
Michael Lambert (Basingstoke Bluefins SC)
Eddie Lyne (Bracknell & Wokingham SC)
Jane Davies (Fareham Nomads/Black Lion SC)
Gary Shields (Bracknell & Wokingham SC)
Alan Lewis (Leatherhead SC)
John Davies (Black Lion SC)
George Adamson (City of Southampton SC)
Graham Stanley (Romsey & Totton SC)

The Chairman moved Council to vote, 8 voted in favour, 17 against. **Motion is lost.**

7.2 Additional proposals to change Regional Rules:

None received

8 Awards

8.1 President's Plate (Jeff Cook Memorial Plate)

The President, Roger Prior, announced the award of the Jeff Cook Memorial Plate for 2015 to Helen Mack. Helen had been connected with the Region since its existence and was previously involved with Southern Counties ASA. This was the first time that the President's Plate had been awarded to an employee.

9 Elections and Installations

9.1 President 2015 – 2016

Michael Lambert (Basingstoke Bluefins SC) was elected as President for 2015-16.

Council endorsed the installation.

Roger Prior thanked the Regional Management Board and the Region for a wonderful year as President.

9.2 Vice President 2015-16

Jane Davies (Black Lion SC) was elected as Vice President for 2015-16.

Council endorsed the installation.

9.3 Members of the Regional Management Board (4)

Elected to serve until 2018:

John Davies (Black Lion SC)
Shelley Robinson (Sevenoaks SC)

No election was necessary. Council authorised the Regional Management Board to appoint two further Regional Management Board Members.

9.4 Regional Delegates to the ASA Council Meeting (14)

Jane Davies
John Davies
Brain Deval
Susan Harrison
Alan Lewis
Roger Penfold
Eleanor Purvis
Peter Robinson
Shelley Robinson
Geoff Stokes

No election was necessary. Council authorised the Regional Management Board to appoint four further delegates.

10 Appointments

10.1 Examiner(s) (or Auditor(s) as appropriate) of the Regions Accounts

Council **agreed** the Regional Management Board's recommendation to re-appoint Charterhouse Accountants of Beaconsfield.

10.2 Custodians of the Region's Property

Mr J Ramsay and Ms M Tuppen to remain in post.

Council **agreed** the Regional Management Board's recommendation that, subject to their agreement, Mrs S D Green (Reading SC) and Mr E J Lyne (Bracknell & Wokingham SC) be appointed as Trustees.

11 Vote of thanks to the Scrutineers

The Chairman proposed a vote of thanks to Janet Hedger and Molly Lewis.

Vote of thanks to the Chairman

Ray Hedger proposed a vote of thanks to the Chairman and the meeting closed at 12.15pm.