

Regional Management Board

Minutes held on Wednesday 9th July commencing at 1900 at the Holiday Inn, Guildford.

Present:	Roger Penfold (RFP)	Chairman
	Jim Boucher (JB)	Board Member
	Ray Hedger (RH)	Board Member
	Ivan Horsfall-Turner (IHT)	Board Member
	Chris Lee (CL)	Board Member
	Alan Lewis	Board Member
	Roger Prior (RGP)	Board Member
	Shelley Robinson (SR)	Board Member
	Gary Shields (GS)	Board Member
	Geoff Stokes (RGS)	Board Member
	Darren Wilmshurst (DW)	Board Member

Also in attendance (non-voting):

Stacey Gurney (SG)	Minute Taker
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66 Apologies

Apologies had been received from:
John Davies (JD)

67 Minutes of Meeting held on 10th June 2014

The minutes from 10th June were agreed as a true record.

68 Matters Arising

53/34 Diving

It was understood that the Sport Governing Board was looking into the Diving Beacon Programme.

53/44 Potential [Swimming] Competition Changes 2015

The board was informed that British Swimming was revisiting the proposed competition changes.

53/49 Conflict of Interest declarations

No response had been received to date to the request for advice from the ASA by RGP.

53/49 Award of medals

RFP reported that the Open Water Manager had agreed to award a full sets of medals at regional events.

56 Annual Council Meeting

The Board was reminded that there were 4 vacancies for Board members, and 13

seats at the ASA ACM for regional delegates, and that nomination papers had to be delivered by 30 July. RFP undertook to deliver completed nomination papers to BG.

60 Correspondence

Correspondence was received from John Carrie thanking the Board for their letter.

RFP had written to Mr Loblely of Atlantis SC in reply to his correspondence regarding the regional championships. Mr Loblely had thanked RFP for his time.

63 Facilities' reviews

RFP advised that he had written to the county associations concerned.

69 Annual Report, 2013/14

SR regretted that the compilation of the draft Annual Report had been delayed, pending, for instance, receipt of contributions, but, crucially, the accounts. She had, therefore, been unable yet to circulate a draft.

Agreed: to approve the Annual Report, for submission to the ACM, by correspondence, as a matter urgency.

Action: SR/RFP to ensure early circulation of draft report to all Board Members

70 Accounts 2013/2014

The Finance Sub-Group circulated draft accounts from Charterhouse, and the explanatory commentary on the accounts, for inclusion in the Annual Report. GS observed that changes still needed to be agreed with Charterhouse about how the £37,000 ring fenced for disability swimming would be displayed in the accounts.

The draft accounts were discussed and JB argued that the previous years' accounts needed to be restated, to reflect the decisions taken in 2013/14 on accruals in previous years. While the technical correctness of this approach was recognised, Members felt that it would have little impact on the understanding of the membership at large.

Agreed: subject to the outcome of any further discussion with the accountants, on the treatment of the disability fund, the accounts presented be endorsed for submission to the Annual Council Meeting.

Action: Finance Sub-Group

71 Affiliation Fees 2015

The Board considered a report by the Finance Sub-Group as to affiliation fees for 2015, and agreed that the fees should be.

Category 1: £3.00

Category 2: £4.00

Category 3: £0.00

Subject to a minimum fee of £25.00 per club.

72 Employment of Regionally Funded Staff

The Board was advised of further information from the Chief Operating Officer of the ASA about the future employment and management of regionally funded staff.

Members saw no merit in disturbing the present arrangements. It was, therefore, agreed that the employment of the Regional Club Development Officer (Helen Mack) would continue under the current agreement with Freedom Leisure.

Action: RFP to advise HM

(IHT declared an interest in this matter, as Managing Director of Freedom Leisure, and took no part in the discussion)

73 Establishing a Youth Forum

The Board was reminded of the paper circulated by SR since the last meeting, concerning the establishment of a Youth Forum.

The decision to establish a South East Region Youth Forum was ratified. The closing date for applications would be 8th September 2014. . CL will be the co-ordinator.

The Board thanked SR for the work she has put into the South East Youth Forum.

Action: BG to circulate information about Forum

74 Harold Fern & AH Turner Awards

As no nominations had been received by the date of the meeting, it was agreed that the Aquaforce Awards Panel (RH, SR and RFP) would review any nominations for the Harold Fern & AH Turner awards, on behalf of the Board.

75 ASA National Club Raffle

The Board considered a report by CL alerting it to a possible scheme designed to generate funding for clubs.

Agreed: to propose that the ASA explore the adoption of a raffle scheme along the lines outlined in the report.

Action: RFP to write to C. Bostock

76 Exceptional Athlete Funding

The Board considered a paper on the question posed by CL about funding for exceptional athletes.

Agreed: to ask the Development Group to report to a future meeting on present funding, by the Region, for athletes, and how the scheme could be extended.

Action: JD to progress

77 Affiliations

New Affiliations

None

Resignations

None

Enquiries

None

Transfers

None

Change of Name

None

78 Correspondence

The new Masters Officer, Sharon Lock, had requested to attend a RMB meeting, but the request had since been withdrawn, following her conversation with RGS.

79 ASA Group & Sport Governing Board Minutes

The Board discuss the minutes of the Sport Governing Board from 5th July.

The SGB discussed ways to increase membership; a working party will explore this further.

The 2015 ASA Membership Fees will be:

Category 1 £8.50

Category 2 £25.50

Category 3 £8.00

The group board is pushing for the ASA to become incorporated. A group has been formed consisting of 2 Group Board members, 2 Sports Governing Board members and a Regional Chairman to review whether the ASA should become incorporated.

The following minutes were noted:

- lots of questions to be answered relating to competition review
- David Sparkes left ASA fully employed by British Swimming
- Chief finance officer is stepping up to be acting CEO
- Regional Constitutions are being reviewed
- County constitutions are to be review after regional constitutions

Beacon programmes were discussed; these will be reviewed and if the Beacons are not performing then the funding they are receiving will be reviewed. Concerns were raised on the monitoring of the Beacon programme.

80 AOB

Regional Logos

RGP reported that consultants had advised that regional logos ought to be

harmonised, in order to enhance the ASA brand. Following a brief discussion, the Board indicated no enthusiasm whatsoever for the suggestion.

Regional Welfare Officer

SR reported that she had been impersonated, as Regional Welfare Officer, in spurious correspondence to a club.

81 Date of Next Meeting

Thursday 4th September at 1900 at Holiday Inn, Guildford