

Date: July 2020

Swim England South East
c/o Freedom Leisure
The Paddock
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East Sussex
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Dear Colleague

Annual Council Meeting – 15 September 2020

Following the postponement of the Annual Council Meeting (ACM) of Swim England South East earlier this year, I can confirm that this meeting will be held on Tuesday 15 September 2020 as an online meeting, commencing at 7.00pm.

The agenda will be circulated electronically at least 14 days before the ACM. All information for the Annual Council Meeting will be circulated to Club Secretaries electronically and will be available on the website:

<https://www.southeastswimming.org/annual-council-meeting-2020/>

I would be grateful if you would ensure that your club's delegates have a chance to study the Annual Report, Accounts and Minutes of the last ACM in advance of the Annual Council Meeting.

I enclose copies of:

1. The draft Minutes of the Annual Council Meeting (ACM) held on 15 September 2019;
2. Swim England South East Region – Annual Report and Accounts 01 April – 31 December 2019;
3. Delegation form for your representative at Council (the number of delegates each club is entitled to varies from one to three, and your club's entitlement is one delegate). Delegates will need to register electronically in advance of the meeting. To do this, this form, duly filled in, and signed by you, will need to be sent by email to bryony.gibbs@southeastswimming.org. Delegates will be sent the login information for the meeting. Delegates must register by **noon on Monday 14 September 2020**.
4. Changes to Rules already proposed by the Regional Management Board.

Customarily, the Swim England Annual Report would be an agenda item at our own ACM. Given the change of date forced by the Covid-19 pandemic, this document will not be included at the Regional ACM this year. However, the agenda will include an opportunity to discuss matters relating to the national governing body.

Deadlines

1. Further proposals to change a Regional Rule must be received by the Regional Manager by **18 August 2020**.

2. Proposals for consideration by the Regional Council at its Annual Council Meeting which do not embody proposals for change of a Regional Rule must be received by the Regional Manager no later than 28 days immediately preceding the Annual Council Meeting (i.e. by **Tuesday 18 August**).
3. To register electronically for the Annual Council meeting, Delegates should email their signed delegate authorisation slip to: bryony.gibbs@southeastswimming.org. Delegates must register by **noon on Monday 14 September 2020**.

The constitution of Swim England South East Region can be found on the website at:
<http://www.southeastswimming.org>.

Please note also that the term 'Clubs' includes sub-regions and affiliated bodies who have voting rights at the Swim England South East Annual Council Meeting.

I would like to take this opportunity to thank you for your continued involvement and commitment to our sport.

I look forward to seeing you and your club members at the Annual Council Meeting. Please do not hesitate to contact me if you have any further questions.

Yours sincerely



Roger Penfold
Regional Management Board Chairman
Swim England South East

Contact:
Regional Manager (Bryony Gibbs)
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c.c.

1. Trustees
2. Discipline Managers
3. Past Presidents