

## Annual Council Meeting –Minutes

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Minutes of Swim England South East Annual Council Meeting held on Wednesday 14 April 2021 commencing at 7pm as an online meeting

**Present:** 26 delegates were present.

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

### 1 Welcome

The Chairman welcomed everyone to the Swim England South East Region Annual Council Meeting.

The Chairman asked Council to hold a minutes silence in memory of the Region's President, Terry Norris, who sadly passed away on Sunday 11 April.

### 2 Apologies

Apologies for absence had been received from Colin Jones (Milton Keynes Junior League), Glen Isaacs (Medway Maritime SC / Masters Manager), Pamela Mills (Tonbridge SC), Roger Prior (Slough Dolphin SC / Regional Management Board), Keith Roshier (Tonbridge SC).

### 3 Minutes

The minutes of the Annual Council Meeting held on 15 September 2020 were approved as an accurate record.

This was agreed *nem com*

#### Matters Arising

Please see Appendix 1.

### 4 The Amateur Swimming Association (Swim England) Ltd Business

#### 4.1 Swim England Annual Report 2020 and Financial Report for the year ended 31 December 2020

There were no queries raised on the Swim England Annual Report or Financial Report.

### 5 Swim England South East Region Annual Report 2020

Council received the Annual Report of Swim England South East for the period 01 January to 31 December 2020. There were no queries raised on the Annual Report.

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

### 6 Swim England South East Region Financial Statements 2020

Council received the Annual Accounts of Swim England South East for the period 01 January to 31 December 2020. There were no queries raised on the Annual Accounts.

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

## **7 Motions to Council**

### **7.1 Proposals to change Regional Rules:**

None received

### **7.2 Additional proposals to change Regional Rules:**

None received

### **7.3 Other Motions**

None received

## **8 Awards**

### **8.1 President's Plate (Jeff Cook Memorial Plate)**

Sadly Terry Norris could not be here to announce the recipient of the plate. However Brian Deval, the Region's Vice President announced the recipient the plate on behalf of the late President.

The Jeff Cook Memorial Plate recognises outstanding contributions to the Region. Terry's nomination had provided support to every aspect of our sport over the last year. They have worked with clubs, volunteers and athletes and have been a constant during these extraordinary times. Kristie Jarrett was awarded the President's Plate for 2021.

## **9 Elections and Installations**

### **9.1 President 2021-22**

Tribute was paid by to Terry Norris by both the Chairman and Vice President.

Brian Deval (Brighton Dolphin SC) was elected as President for 2021-22.

*Council endorsed this installation*

### **9.2 Vice President 2021-22**

No nomination had been received

*Council authorised the Regional Management Board to arrange the appointment of the Vice President.*

### **9.3 Members of the Regional Management Board (4)**

Elected to serve until 2024

George Adamson (City of Southampton SC)  
Brian Deval (Brighton Dolphin SC)

Rosa Gallop (Bracknell & Wokingham SC)  
Christopher Lee (Farnham SC)

#### **9.4 Regional Delegates to the Swim England Council Meeting (13)**

The delegates will also become the Region's representatives on the Swim England Members' Forum. Delegates were reminded that the President and the Chairman of the Regional Management Board are automatically Members of the Swim England Members Forum.

Eileen Adams (Amersham SC)  
Kenneth Adams (Amersham SC)  
George Adamson (City of Southampton SC)  
John Davies (Black Lion SC)  
Susan Harrison (Slough Dolphin SC)  
Christopher Lee (Farnham SC)  
Alan Lewis (Leatherhead SC)  
Roger Prior (Slough Dolphin SC)

***No election is necessary. Council will be asked to authorise the Regional Management Board to appoint three 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.

#### **10.2 Custodians of the Region's Property**

Mrs S Green and Mr J Ramsay remain in post. During the year Mr E Lyne and Mrs M Tuppen retired from office. Thanks were recorded to both for their service as Custodians of the Region.

### **11 Vote of thanks to the Scrutineers**

The Chairman thanked Bryony Gibbs, Kristie Jarrett and Ben McDonald for their assistance with the running of the Annual Council Meeting.

The meeting closed at 19.25

## **SESER ACM 2021**

### **APPENDIX 1**

#### **MATTERS ARISING ON THE MINUTES**

##### **Minute 4 The Amateur Swimming Association (Swim England) Ltd Business**

George Wood, the Sport Development Director of Swim England, responded to the two points, in October 2020. The responses were reported to the Regional Management Board

at its meeting on 19 October 2020, and have been available on the Region's website, in the papers for that meeting, since then.

### **Minute 6 (pg 10) Swim England South East Region Financial Statements 2019**

A straight proportional reduction from a 12 month accounting period to 31 March 2019 to a 9 month period to 31 December 2019 would have produced an expenditure of £21,840. The accounts showed an expenditure of only £15,984, a reduction of £5,856, not a huge amount.

Some factors that contributed to this were:

1. **Safeguarding/Time to Listen Training.** £6,764 difference. In 2018/19 22 Safeguarding workshops were run through the Region's Licence Agreement, whereas there were only 12 run in 2019. This is based on demand from clubs. There were also two fewer Time to Listen workshops included in the 2019 accounts, due to the shorter year.
2. **Officials licensing.** £1,190 difference due to shorter year and timing of Swim England invoices.
3. **Young Volunteers.** £3,724 difference due to the programme set up being different in 2019. The programme did not end up running in all counties in 2019 and one club was able to obtain external funding, so there were minimal costs for that programme.
4. **Coaches Forum.** £1,154 difference due to fewer meetings and a cheaper venue being used.
5. **Coach Development Workshops.** Slightly more spent in 2019 financial year.
6. **Coach Mentoring.** £1,200 reduced cost, due to shorter financial year and invoice timing.
7. **Bi-Ennial Coaches Conference.** There was only spend in 2019. The first time this conference was run was in Sep 2019, so there were no costs in 2018/19.