

Annual Council Meeting – Draft Minutes

Minutes of Swim England South East Annual Council Meeting held on Wednesday 13 April 2022 commencing at 7pm as an online meeting

Present: 19 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.

2 Apologies

Apologies for absence had been received from Nicky Gale (Working SC), John Ramsay (Custodian / Hart SC), Pauline Hogg (Guernsey SC), Glen Isaacs (Medway Maritime SC / Masters Manager) and Rebecca Corre (Reading SC).

3 Minutes

The minutes of the Annual Council Meeting held on 14 April 2021 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 2021 and Financial Report for the year ended 31 December 2021

There were no queries raised on the Swim England Annual Report. The Financial Report for the year ended 31 December 2021 was not yet available.

5 Swim England South East Region Annual Report 2021

Council received the Annual Report of Swim England South East for the period 01 January to 31 December 2021. There were no queries raised on the Annual Report.

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

6 Swim England South East Region Financial Statements 2021

Council received the Annual Accounts of Swim England South East for the period 01 January to 31 December 2021.

Pg 9 Swim England Grant in 2020 was not available in 2021. Queried if there any further information on this. (Jonathan Sandell - Reading SC)
It was confirmed that this relates to a grant that was previously available to Regions from Swim England towards the costs for staffing and office accommodation. This has now ceased and is no longer available.

Pg 9 The interest income appeared light. Is there a policy about how the balance sheet is invested. (Jonathan Sandell, Reading SC)
Roger Prior, Board Member Responsible for Finance confirmed that the Region had been diversifying investment into accounts paying better levels of interest, as can be seen by the increase in interest received. It was confirmed that the Region has invested these funds in savings/deposit accounts with banks where funds will not be tied up for long periods of time.

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

7 Motions to Council

7.1 Proposals to change Regional Rules:

By Regional Management Board

a. Delete 6.3 and insert

6.3 Applications for affiliation will be considered, and determined, on behalf of the Regional Management Board, by its Affiliation Sub-Group

6.4 If an application for affiliation is refused by the Affiliation Sub-Group, there shall be a right of appeal to the Board, whose decision shall be final and binding on all parties.

Renumber existing 6.4 as 6.5

The Chair, Roger Penfold, proposed the motion. No seconder was required as these changes were proposed by the Regional Management Board.

The changes to Regional Rules were **accepted** *nem con*.

7.2 Additional proposals to change Regional Rules:

None received

7.3 Other Motions

By Regional Management Board

b. That the Region incorporates, as a Company Limited by Guarantee not having a share capital, called Swim England South East Limited, on the terms set out in the accompanying report, with operational effect from 1 January 2023 – please see Appendix 2.

The Chair, Roger Penfold, proposed the motion. No seconder was required as these changes were proposed by the Regional Management Board.

A query was raised about if there would be additional costs (Jonathan Sandell, Reading SC). Roger Penfold, Regional Chair confirmed that it wasn't expected that costs would increase due to the change: it was expected that costs would remain similar.

The motion was **agreed** *nem con*.

By Regional Management Board, if proposal B is accepted.

c. That the term of office for the existing Chairman be extended from 31 December 2022 until 31 December 2023, to allow continuity with the change in structure.

Alan Lewis, Regional Management Board, proposed the motion. No seconder was required as these changes were proposed by the Regional Management Board.

The motion was **agreed** *nem con*.

8 Awards

8.1 President's Plate (Jeff Cook Memorial Plate)

The President, Brian Deval presented the Jeff Cook Memorial Plate. The Jeff Cook Memorial Plate recognises outstanding contributions to the Region. This nominee has been involved in swimming for over 40 years and has been an active member in the South East in all its incarnations, his contributions to swimming have been significant. John Davies was awarded the President's Plate for 2022.

9 Elections and Installations

9.1 President 2022-23

John Tripp (Hart SC) was elected as President for 2022-23.

Council endorsed this installation

9.2 Vice President 2022-23

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 2025

Jennifer Gray (Reading Royals Artistic SC)

Mike Lambert (Basingstoke Bluefins SC)

Shelley Robinson (Sevenoaks SC)

No election is necessary. Council authorised the Regional Management Board to appoint one further Regional Management Board Member.

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.

Brian Deval (Brighton Dolphin SC)

Susan Harrison (Slough Dolphin SC)

Christopher Lee (Farnham SC)

Alan Lewis (Leatherhead SC)

Mollie Lewis (Leatherhead SC)

Roger Prior (Slough Dolphin SC)

Shelley Robinson (Sevenoaks SC)

No election is 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.

Will look into position of examiners once the Region is incorporated as may be a good time to do this.

10.2 Custodians of the Region's Property

Mrs E Adams, Mrs J Davies, Mrs S Green and Mr J Ramsay remain in post.

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 19.36