

Annual Council Meeting – Draft Minutes

Minutes of Swim England South East Annual Council Meeting held on Wednesday 23 April 2025 commencing at 7pm as an online meeting

Present: 19 delegates were present.

The Chair: The Chairman of the Regional Management Board, Sara Todd, was in the Chair.

1 Welcome

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

A moments silence was held to acknowledge the sad passing in the last year of two members who had contributed greatly to the Region, Eileen Adams and John Ramsay.

2 Apologies

Apologies for absence had been received from Jane Daves & Jane Davies (Black Lion SC), Di Hughes (Artistic Swimming Manager / Reading Royals Artistic SC), Glen Isaacs (Masters Manager / Medway Maritime), Mike Lambert (RMB), Chris Lee (RMB), Roger Penfold (RMB), Bourne End Junior SC, Medway Artistic SC & Woking SC.

3 Minutes

The minutes of the Annual Council Meeting held on 17 April 2024 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

5.1 Swim England Monthly Reports 2024 and Financial Report for the year ended 31 December 2024

There were no queries raised on the Swim England Monthly Reports. The Financial Report for the year ended 31 December 2024 was not yet available.

5 Swim England South East Region Annual Report 2024

Council received the Annual Report of Swim England South East for the period 01 January to 31 December 2024. The South East remains that largest Swim England Region and the membership figures have remained consistent. There are issues in relation to the provision of pools for competition in terms of quantity and also a shortage of volunteers. There were no queries raised on the Annual Report.

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

6 Swim England South East Region Financial Statements 2024

Council received the Annual Accounts of Swim England South East for the period 01 January to 31 December 2024. No queries were raised on the Annual Accounts.

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

7 Motions to Council

7.1 Proposals to change Regional Rules:

By Regional Management Board

None received

7.2 Additional proposals to change Regional Rules:

None received

7.3 Other Motions

By Regional Management Board

The Regional Management Board propose that the terms of office relating to Regional Management Board members who were due to retire in 2024 and those due to retire in 2025 are extended until the end of the unincorporated organisation.

Members are reminded that there were no elections of Regional Management Board members held at the Annual Council Meeting in 2024 due to the incorporation of the Region. It was planned to hold elections for Directors at the Annual General Meeting for the company during 2024 however due to challenges with this transition this did not happen. As a result, the Regional Management Board proposes to co-opt these members to manage this transition period.

The Chair, Sara Todd, proposed the motion. No seconder was required as this was proposed by the Regional Management Board.

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

8 Awards

8.1 President's Plate (Jeff Cook Memorial Plate)

The Jeff Cook Memorial Plate recognises outstanding contributions to the Region. The President, Sara Todd, presented the plate to Brian Deval, for his outstanding contributions & ongoing commitment to communications in the Region.

9 Elections and Installations

9.1 President 2025-26

It was proposed that Peter Roycroft (Amersham SC) is President for 2025-26.

Council endorsed this installation

9.2 Vice President 2025-26

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

Delegates were reminded that in the normal course of events, there would be an election for 4 Board Members, too. However, given the incorporation of the Region, the articles of the Company and the proposed winding up of the unincorporated body, this will not be held this year.

9.4 Regional Delegates to the Swim England Council Meeting (12)

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.

Alan Lewis (Leatherhead SC)

Roger Penfold (Reading SC)

No election is necessary. Council authorised the Regional Management Board to appoint 8 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 J Davies remains in post.

The Region previously had 4 Custodians in post however sadly two Custodians, Mrs E Adams and Mr J Ramsay passed away in the last year & Mrs S Green resigned from the role earlier this year. It was noted that Custodians will not be a role that is required under the incorporated structure, as a result it was proposed not to seek further Custodians at this stage.

11 AOB

Sara Todd opened the floor to any questions or comments that Council may have before the meeting was closed.

Brian Deval made Council aware that Sara Todd had recently been elected as a Member Nominated Director to the Swim England Board. As well as being Chair of the Region Sara also now sits on the GB Aquatics Board.

Jenny Gray thanked Sara Todd on behalf of the Board and the Region for her hard work as President this year and for leading the Board in a new direction in such a professional way.

12 Vote of thanks to the Scrutineers

The Chairman thanked the scrutineers for their assistance with the running of the Annual Council Meeting.

The meeting closed at 19.33