



Cornwall County
Amateur Swimming Association

Treasurer
Daniel Corbett

CORNWALL COUNTY AMATEUR SWIMMING ASSOCIATION



Cornwall County
Amateur Swimming Association

President
Maggie Cunningham

County Secretary
Celia Webster




Minutes of the meeting of the Management Board

Held on Tuesday 11th July 2017 at 7:30 p.m. in the Victoria Inn, Roche

Added notes in *italics*.

		Action
	BU – Bude, CA – Caradon, CH – Carn Brea/Helston, CM – Camelford, LS – Launceston, NC – North Cornwall, NQ – Newquay, PZ – Penzance, SA – St Austell, SI – St Ives, TC Truro City, TI – TRI Swim SC=Swimming Committee MB=Management Board.	
1:	Present: Maggie Cunningham MC(president/chair/CA), Anne Jolly AJ(president elect/CH), Chris Elliott CE (Development Sec, ASASWR SC rep/CA), James Ryan JR (PZ) – arrived part-way, had apologised for lateness, Christine Merrifield CM(Syncro rep./SA), Helen Cowling HC (CA & LS), Allan Reid AR (SA & TI), Celia Webster CW (Secretary, Webmaster/TC), Apologies: Daniel Corbett DC (treasurer/TC), Lesley Dart LD(Comp. Sec, Handbook Editor, SC Sec./TC), Cathy Ralph CR (Masters rep/TC), Ann Thorp AT(Caradon).	
2:	Minutes of the previous meetings (18/04/17) and matters arising: these were ratified and any matters arising are treated within the following separate agenda items.	
3:	Correspondence: Emails relating to licencing in the County and the role of our licencing officer were discussed. The post was agreed at our Swimming Committee meeting of 10 th Jan 2017 and that LD would take the role. A reminder was included in the competition secretary report for our June AGM in that clubs need to contact the licencing coordinator for all proposed licenced meets so that CCASA can ensure that no dates clash and that the County does not go over its Licence meet quota. It appears that this was not cascaded. Note: The priority of meet Licensing is >National > Regional > County > Club. It was agreed that this is an important role that should also alleviate problems that arose recently when three licenced meets on the same day led to a shortage of officials. Additionally not all our meets are licenced e.g. Junior Interclub & Team relays which can lead to a conflict of dates/venues. Bottom line is we do need date/venue co-ordination within the County and it will be a benefit to all. It was agreed that CW ask LD to continue in the role and once accepted CW to circulate a request for support in this.	CW
4:	Finance & budget DC Apologised as not able to attend – will provide a report for circulation. <i>See last page as circulated at MB meeting 3rd Oct</i> Cathy Ralph has requested finance details re. the 2017 Masters event so that she can plan for next year. DC is aware of this – see also item 19 (Masters).	DC
5:	AGM – 6th June Issues The Management Board (MB) Discussed the change to the handbook proposed at our last meeting and agreed at the AGM in that our meetings may optionally be carried out fully or partially online using a secure method agreed by Management Board All attendees happy for CW to investigate/trial/'report back' and to liaise with ASASWR Emily Taylor	CW
6:	Compliance Officer/Officials – if issues to discuss – none – see item 19 (Masters).	
7:	Welfare – if issues to discuss - none	
8:	County Squad update - Sheffield etc – coach AR, Team Manager Emma Reid(ER).	

	Squad selection taken place, coaches notified and given congratulatory e-mail for their swimmers. AR reported that first training session at Kelly went well and was attended by 48 swimmers, this focussed on squad coaching principles. (next training 2 nd Sept for all, team for Sheffield selection 5 th Sept when results from nationals known, final training for selected team only 9 th Sept.). Many thanks to AR and ER for their work.	
9:	<p>ASA Swim Pathway – Following Swimming Committee Meeting of 28th March (minutes item 8), where it was decided that the Pathway had to be self- funding. Interested parties met on 9th May to discuss various ideas and options when it was decided that Helen Tooley and Emily Dart would work together, and hopefully other clubs and coaches would also get involved to develop a series of Swimming day camps for various age ranges, the profits from these would go towards the funding of Pathway Camps in 2018. This money was to be kept separate from the main Cornwall ASA accounts, as it was to be ring fenced for the Pathway.</p> <p>MC reported that Helen was setting the first pre-Pathway camp for Sept. 17th at Bodmin and would be providing details very soon. CE is arranging for a Team Manager I course to be held on dame day at same location.</p> <p>MC to liaise with Helen re. Pathway then CW for circulation of details. Similarly CE will confirm TMI course and send details to CW for circulation.</p> <p>Hopefully Emily Taylor will attend a meeting with us to informally look to how we go forward in implement the Pathway in 2018.</p>	MC & CE CW
10:	<p>County Network – a network must have a minimum of 3 clubs – concept is to have an East Cornwall Network(CA, LS, NC,BU,CM,SA,TI) and one for West Cornwall to include PZ, TC & CH. East Cornwall is already working on this with West Cornwall ‘work in progress’. PZ plan to start looking at it in September. Intentions of SI & NQ unknown however they previously did some ‘Network’ work and are Swim21 (now known as Swim Mark) accredited. Note: Swim Mark accreditation is a prerequisite for Network membership. AR said very important to have action plans set up.</p>	All
11:	<p>Development Report – CE will ask Paul Parkinson to run a Team Manager level I course if Pathway event on 17th Sept. goes ahead..</p>	CE
12;	<p>SwimEngland proposed governance structure CW has received this but found it very difficult to understand and asked the other attendees to ‘take a look’.</p>	All
13:	<p>ASASWR report CE reported that the money we pay to the region has been frozen he will be attending a meeting to sort out water polo.</p>	
14:	<p>Swimming Racing Report – Licencing application for age groups and champs 2018 ‘sent off’. – see also item 19 (Masters).</p>	
15:	<p>Water Polo Report – no report</p>	
16:	<p>Syncro report – CM reported that have been big changes in Syncro structure – all grading has changed with ‘skills’ having been thrown out. 3 members have passed their grades. As previous system is no longer recognised many participants have had to go back to ‘square one’. There are biannual regional grading days at Burnham-on-Sea where ten coaches judge the swimmers who are aiming for a specific grade .Clubs can send their own officials to participate in grading. See: http://www.swimming.org/synchro/synchro-skill-levels/ SA recently won the 2017 Walsall trophy – congratulations to them.</p>	
17:	<p>Pool Facilities and GLL – CE & DC had a very constructive meeting with a GLL manager. The cost of pool hire has been frozen for 18 months. The requested equipment replacement such as for blocks, lane ropes etc to be looked at. They asked if GLL could look at possible funding for ‘The Pathway’. Other issues raised were: GLL bursaries and ‘teaching to swim’. They have spent considerable money on facilities already. The intention is for minutes of these meetings to be circulated to club chairs, secretaries & coaches. MB meeting attendees have to date had mixed experiences with GLL and CE has asked for negatives and positives to be sent to him so that he can take them to the next meeting in about 6 weeks time.</p>	All & CE

<p>18:</p>	<p>Our merchandise, logo, and branding – as recommended in our meeting of 18th April (under correspondence) we need a ‘branding merchandising’ officer to oversee merchandise and sponsorship and organise ‘swim shops’ etc. at our meets.. We have been involved in the past with: ‘Swimpath’(Jemma Lowe) , ‘Swimzi’(Liam Tancock) and ‘normarkdesigns’ (Katrina Brent (LS)). – we need to agree on logos to use and any rebranding relevant to SwimEngland (no longer ASA) etc. This proposal was due to be presented at the AGM but was omitted from the agenda (apologies from CW). Need a record of past orders/stocks re. hoodies etc. <i>Since the meeting CW has collated the following logos as used in the past.</i> It was noted at the meeting that attendees liked the plain shield with 15 ‘dots’. This will be an agenda item for our September meeting</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div>	<p>CW</p>
<p>19:</p>	<p>Any other business</p> <p>Masters – swimmers from several County clubs entered the British Champs in Aberdeen in June the broke a number of county masters records, Graeme Milne of Truro broke his own British record in 50m fly. AJ and our officials officer Maureen Davies were officials at the meet. They enjoyed the experience and Maureen is keen for other officials in the County to participate in such events.</p> <p>Decisions taken at meetings – these cannot be reversed between meetings.</p> <p>Triathlon – CE said the GLL event held 1st May Bodmin was not very well organised please would participants feedback ways to improve. Approx. 500 juniors took part.</p> <p>CW was thanked for ensuring CCASA information was circulated promptly.</p>	
	<p>Next meetings: Date of next SC meeting: Tues. 12th Sept Date of next MB meeting: Tues 3rd Oct when dates for 2018 confirmed</p>	
	<p>The meeting closed at: 21:15</p>	

Date: 02/10/2017
Time: 11:12:51

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Profit and Loss

From: Month 3, June 2017
To: Month 3, June 2017

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
INCOME			
ASA Affiliation Fees	0.00	1,500.00	
Gala Income: Masters	363.00	1,223.00	
Development Income	0.00	950.00	
Sponsorship	0.00	500.00	
Door Programme	0.00	459.00	
Bank Interest Received	0.50	1.48	
Misc Income	0.00	60.40	
	363.50		4,693.88
GALA EXPENSES			
Pool Hire: Development Gala	0.00	1,182.20	
Pool Hire: Intermediate Gala	0.00	1,530.60	
Pool Hire: Master Gala	0.00	650.80	
Technical Officials Expenses	0.00	508.10	
	0.00		3,871.70
SPORT ASSOCIATED COSTS			
Trophines & Medals	0.00	761.70	
Developments Costs: Teaching/Coaching	0.00	200.00	
Swimming Technical Officials Licences	70.00	165.00	
	70.00		1,126.70
Gross Profit/(Loss):	293.50		(304.52)
CENTRAL RUNNING COSTS			
Meeting Costs	30.00	90.00	
Presidents Expenses	0.00	330.80	
County Officers Expenses	0.00	49.70	
Accountancy Fees	0.00	174.00	
Misc Expenses	0.00	70.00	
	30.00		714.50
Net Profit/(Loss):	263.50		(1,019.02)