



Cornwall County  
Amateur Swimming Association

Treasurer  
Daniel Corbett

## CORNWALL COUNTY AMATEUR SWIMMING ASSOCIATION



Cornwall County  
Amateur Swimming Association

President  
Anne Jolly

County Secretary  
Celia Webster

### Minutes of the meeting of the Management Board Held on Tuesday 9th October 2018 at 7:30 p.m. in the Victoria Inn, Roche

*Comments in italics added after meeting*

		<b>Action</b>
	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:	<p><b>Present:</b> : Anne Jolly AJ (President/CH); Daniel Corbett DC (Treasurer/TC); Maureen Davies MD (Compliance Officer/TC); Celia Webster CW (Secretary, Webmaster/TC); Nick Jenkin NJ(NQ); Martin Macdonald MM( Welfare Officer/NQ); Jo Greet JG(SA); Chris Elliott CE (County Regional Rep, Development Sec /CA); Bill Peters BP (SI)</p> <p><b>Welcome to Lindsay Dunn LD</b> - National Talent Officer (Swimming) and Pathway Lead</p> <p><b>Apologies</b> ); Belinda Caslake BC(President Elect, Recorder/BU; Cathy Ralph(Masters Rep./TC); Christine Merrifield (Synchro Rep/SA); Clive Shute CS(CA);</p>	
2:	<b>Minutes of the previous meetings (17/07/18) and matters arising:</b> these were ratified.	
3:	<p><b>Correspondence from Harold Richards (SA) past president and on regional committee</b> - He attended the recent regional AGM at which there was not a single Cornwall official or Cornwall club representative in attendance – quote “This is not right as I am no longer involved with the running of the County therefore not able to stand up against any decision made that the County feels are wrong for them. It should be the county Presidents and Treasurers duty to attend and represent our County’s interest. This needs to be discussed at County level and not let slide as decisions are made which affects our members.” This was discussed and unfortunately our president, treasurer and development officer were unable to attend on this date, they hope that this will not be repeated in future. We have been sent the minutes.</p>	
4:	<p><b>Lindsay Dunn(LD)</b> – presented on the proposed collaborative working between the National Governing body and the County Swimming Associations, and in particular the County Development programme – see presentation titled ‘Presentation to Cornwall County’ in the ‘Swim England Pathway’ section of our website <a href="http://www.swimcornwall.org">www.swimcornwall.org</a> . She asked if we had any feedback from the 2018 Pathway from coaches/clubs. CE had asked parents for feedback but little was forthcoming and that is all. <i>We are requesting this for our meeting (see below) on November 20<sup>th</sup>.</i> She also mentioned the £2K-3K annual Pathway budget <i>that we will also consider on November 20<sup>th</sup>.</i> The next Pathway Head coach would be appointed for a 2 year period. She asked if this year’s Pathway swimmers are being followed – those at meeting were unaware if this was the case. Selection policy from 2018 to be reviewed. If run in future need feedback forms for swimmers, parents/carers &amp; coaches – <i>will SE provide?</i> We would need a L2 coach for 2019 with Emily Dart’s (Head Coach Pathway 2018) support. Cameron Russell is a coach advisor to mentor Pathway coaches</p> <p>When asked, we told LD that we are currently not running any club Networks in the county. LD also mentioned a Club Awards scheme.***</p> <p>LD would like to organise a day with clubs and coaches.</p>	<p>CW to arrange meeting etc</p> <p>new Pathway Team</p> <p>CW/LD</p>

5	<p><b>County Squad</b> ‘how did it go?’ – Sheffield Inter-County 7<sup>th</sup> Oct Congratulations to our county team who competed at National Inter-County event on Oct 7<sup>th</sup> – results on our website: great swims (Ellie Pheese Senior County Record 50m back) – thanks to Oli, Emma &amp; team. AJ reported that a good successful time was had by all with excellent behaviour</p>	
6:	<p><b>Finance &amp; budget</b> – DC presented his profit/loss account for 1 April 2018 to 8 October 2018 compared with the same dates for 2017 DC He also presented his development budget for the coming year (2018/2019). See separate document.</p>	
7:	<p><b>Compliance Officer/Officials</b> – Timekeeper courses have been run at Caradon (all of whom have now passed), Carn Brea and Truro. Clubs are beginning to realise qualified timekeepers can be used at Level 4 licensed club champs which means they can use their more qualified officials in other positions on poolside. Training:</p> <ul style="list-style-type: none"> <li>• Timekeeper: 15</li> <li>• Judge 1: 8</li> <li>• Judge 2: 5</li> <li>• Judge 2s (starter): 0</li> <li>• Referee: 0</li> <li>• Ongoing training at Carn Brea/Helston</li> </ul> <p>Maureen was thanked for her work and excellent team work.</p>	
8:	<p><b>Welfare</b> – MM no report – but concerns re. behaviour of parents as well as swimmers remain – see minutes of previous meetings.</p>	
9:	<p><b>Swimming Racing Report</b> (includes Masters, Para, Open Water, Pathway, County Network, Trophies) – this is a summary - see minutes of Swimming Committee meeting of 4<sup>th</sup> Sept. 2018 for more detail. <b>Congratulations</b> to our Masters who competed in the South West Region Masters on 30<sup>th</sup> Sept. achieving 9 new Masters County SC records. <b>Congratulations</b> to all our swimmers who swum in the recent British Summer Championships and Swim England Summer Meet, three new County LC records Caradon was the only club to enter Regional Team event. <b>CCASA Competition Secretary Vacancy</b> –Waiting on Official letter of resignation, role is being shared in the interim and concerns re. schedule addressed. We still do not have needed proof of resignation and must ‘draw a line’ under this – CW to send another letter/email to Lesley Dart (on behalf of president and committee) saying that if no response received by a certain date will assume has resigned. To thank her for her time and wish her the best in the future. <b>Resignation now received CW – 27/10/18.</b> We have nearly finalised everything re. our <b>age groups, sprints and championships for 2019</b> – they will be uploaded to our website as soon as all is confirmed. Please would competition secretaries ensure that all entry times have been achieved earlier than the required dates We are <b>adjusting our QTs for 2019</b> due to some anomalies notably the 10/11 girls section - we plan to issue these by the end of the week and upload to our website." Entry details for our <b>Development Gala</b> on December 2<sup>nd</sup> have been sent to competition secretaries – they are also on our website in the ‘Events’ section. <b>Masters</b> - closing date for applications to join our team for the Inter-County event on November 18<sup>th</sup> is October 19<sup>th</sup> – details in ‘Masters’ section of our website including training session 28<sup>th</sup> Oct – please remind your membership. Looking into <b>Truro pool measurement</b> so can hold county events – waiting for feedback from GLL, First rounds of <b>Arenas and Kernow Diddy leagues</b> this coming weekend.</p>	<p>CW</p> <p>Comp. Secs.</p> <p>AJ/CW</p> <p>Clubs</p>

10:	<b>Water Polo Report</b> – extracts from report for region: Nothing changed much in terms of teams in Cornwall, we still have a number of players playing for Devonport and Exeter sides. Some have registered for the regional academy, and with the sessions being held at Millfield it has made it far more accessible. We are sending 4 teams to the inter county tournaments 24 <sup>th</sup> November Millfield. We are holding trials in Penzance for the junior sides in the coming weeks, senior men's will pick itself on availability. 3 St Austell members competing the U15 Age Groups in Manchester 13/14 Oct . <a href="https://www.swimming.org/waterpolo/major-events/national-age-group-championships/">https://www.swimming.org/waterpolo/major-events/national-age-group-championships/</a>	
11:	<b>Syncro report</b> – JG read out as brief report on behalf of CM – some medal winners at a competition in Plymouth. I didn't take quick enough notes & have requested transcript (CW). Note: CM no longer chair for SA.	
12:	<b>Development:</b> Development Day Sat Nov 10 <sup>th</sup> County Hall – Safeguarding, Team Manager 1, Funding Young volunteer. Propose to offer a Team Manager 2 in the New Year. Yvonne Stead(Regional development Officer) will be leaving to take up a new post in London.	CE
13	<b>Swim England South West report</b> – Chris Vickery taking over from Robert Margetts as Competition Secretary – shadowing him. <b>Disability Awareness Training</b> Nov. 18 <sup>th</sup> This course is one part of a wider disability/ para event taking place at Oxley Sports Centre, Sherborne, Dorset <b>Yvonne Stead</b> investigating disability facilities & procedures.	
14:	<b>Pool facilities &amp; GLL</b> – DC & CE meeting next Thursday will raise reminder re. measurement of Truro pool so that L2 events can be held there. GLL issue re. behaviour is not only our clubs but also the public. Mixed sexes in changing rooms not good. Clubs need to work with GLL who are preparing a document asking each club to sign. In DRAFT at moment – needs to be checked legally. GLL needs to be informed re. scoreboard problems at Bodmin over the weekend,	DC/CE
15	<b>Privacy policy proposal</b> – all happy with draft policy as circulated. Thanks to Surrey County ASA for letting us use their model as a template – our responsibility though. <b>Swim England Cornwall? (or Swim England Cornwall County)</b> - Having investigated and had advice from Surrey (and a time issue for CW) CW proposed to postpone any move to Swim England Cornwall until at least 2020 – there are implications such as medals, trophies, bank account and CW has yet to find a county that have 'rebranded' in this way – CW had great feedback from Surrey. To review at June 2019 AGM with prior consultation. Note: It looks like only clubs rather than counties are considering similar moves.	CW
16	<b>Club/County collaboration &amp; communication – this must be improved.</b> – all busy – need more teamwork. In spite of regularly asking for comments/queries from those unable to attend meetings CW has yet to receive anything. Therefore she can see no point at this stage of running the MB online. Do club reps who attend feedback properly to their clubs? If meetings are not attended are the 'minutes' read etc etc.? Propose for future MB meetings to ask for each club chair to provide brief summary reports(situation, queries, issues etc) as used to be the case when MB known as Executive. All agreed.	Clubs
17	<b>Future CCASA meetings for 2019 – dates etc</b> Proposed Dates (all Tuesdays) i. Swimming Committee: - January 15 <sup>th</sup> – April 2 <sup>nd</sup> - September 3 <sup>rd</sup> . ii. Management Board: - February 5 <sup>th</sup> - April 23 <sup>rd</sup> - July 16 <sup>th</sup> - October 8 <sup>th</sup> . iii. Annual General Meeting: - June 11 <sup>th</sup> . All meetings will commence at 1930. Venue is the Victoria Inn, Roche. Dates above agreed.	
18:	<b>Any other business:</b> <b>Email from Lesley Dart(Pathway Programme Lead 2018) fom the meeting discussed:</b>	

	<p>Summary: The pathway 2018 has now concluded feed back from parents , swimmers and coaches has been positive .</p> <p>On the 25 August CCASA Treasurer Dan Corbett confirmed the finances left in the pathway fund amounted to £2986.91. She made suggestions re. distribution of monies that DC will consider. In her estimate a sum of £1281.91 would be left in the fund and she recommended that a laptop be purchased. It was agreed that this was not feasible and that a better solution is to use a backed-up USB memory stick to hold and transfer data etc. Note: if we run in 2019 we need to ensure that technology at the various venues is usable &amp; compatible etc etc. Note: for 2019 need to revisit various Pathway job roles – e.g. Pathway Lead JD includes: to manage budget.</p>	
	<p><b>The meeting closed at 21:15 p.m.</b></p>	

Ratified 5 Feb 2019