

**Minutes of the ASA London Region Annual Council Meeting (ACM) held on
Saturday 10 September 2016 at
The Abbey Centre, 34 Great Smith Street, London SW1P 3BU**

Present

Voting Board Members Present

Jackie Bedford
Jean Cook
Norman Edgell
Peggy Etiebet
Dave Fletcher
Kay Grimshaw
Alex Harrison
Kathy Hook
Colin Robson
Ralph Shortland
Richard Whitehead

ASA Staff Present

Suzanne Philpot	Divisional Lead London & East
Gita Sheth	Divisional Coordinator
Sophie Joinson	Regional Club Development Officer
Esther Hill	Club Development Officer
Charlotte Francis	Area Swim Manager London

Clubs Present

Barking & Dagenham Aquatics Club (1), Beckenham (2), Bexley Masters (1), Bexley SC (1), Borough of Wandsworth (1), Bromley (1), Camden Swiss Cottage (1), Croydon Borough SA (1), Crystal Palace Club Network (1), Dive London (1), Ealing (1), Greenwich Royals (1), Kingston Royals (1), Leyton (2), London Disability SC (1), Merton School of Diving & Trampolining (1), Merton Swordfish (1), Otter SC (1), Romford Town SC (1), Seymour Synchro SC (1), Teddington (1), Wandsworth SC (1).

Total 24 voting delegates

1 Welcome & Introductions

The Chairman made introductions and welcomed everyone to the meeting.

2 Apologies

Apologies had been received from Jacqui Porritt, Nick Hallam, Ann van Beukelen, Andy Woska, Flo Barnes, Barnet SC.

3 Declarations of Interest

No Declarations were made.

4 ASA Incorporation

The Chairman explained the situation as regards the ASA investigating becoming an incorporated organisation.

Question: Jackie Bedford (Crystal Palace Network) – are other sporting organisations incorporated?

Answer: Chairman – it is mixed across the different sports some are and some are not

Question: Steve Westwood (Leyton SC) – what is the situation with the Welsh and Scottish Swimming Associations?

Answer: Chairman – we are not 100% certain but we think Welsh Swimming is not incorporated and Scottish Swimming is.

5 Minutes of last Annual Council Meeting (2015)

- 5.1 The following amendment as to the accuracy of the minutes was requested by Kathy Hook who confirmed that she had been present at the meeting.
- 5.2 There were no other amendments or questions raised as to the accuracy of the minutes and Council unanimously approved the minutes.

6 London Region Annual Report and Accounts

6.1 Annual Report

The Chairman introduced the Annual Report, and thanked all the volunteers who worked tirelessly for the region throughout the year. There were no questions or amendments raised. Nick Ibrahim proposed that the report be approved, seconded by Alex Harrison. Council voted unanimously to approve the Annual Report.

6.2 Accounts

Richard Whitehead (F&A Chairman) introduced the accounts. The Region's core income had been fairly steady over the last year, with the most variables coming from competition costs, particularly relating to the LAC. The Region had assets to the approximate value of £350,000 and had built up a significant amount of reserves. The Board had decided to invest some of the reserves by creating 2 new posts to assist in the development of the region.

Question: Paul Finch (Merton Swordfish SC) – should the Region consider reducing the membership fee as it had such significant reserves?

Answer: Chairman/Richard Whitehead – The regional fee had been frozen for this reason. A reduction in fees would only be a 'one-off' or temporary measure as the region needed to ensure that it had enough income/reserves to adequately fund all its activities, and also to be able to meet any unexpected costs.

Question: Stephen Westwood (Leyton SC) – What is the region's strategy when/if income/reserves become negative? Has the board planned how it will manage?

Answer: Chairman: The region will ensure that it has enough reserves to cover costs for as long as possible, but may then ultimately have to look at the level of the regional fee. If there was to be a change in the fee the board would give clubs as much advance notice as possible, so clubs were able to budget appropriately.

Question: Alan Thurlow (Wandsworth SC) – could the Region help clubs with access to the London Aquatic Centre (LAC)?

Answer: Chairman: Access to the London Aquatic Centre (LAC) is a real issue, as the region itself struggles to gain access for its regional events.

Question: Alan Thurlow (Wandsworth SC) – Has the board considered other forms of employment for the posts, such as secondment?

Answer: Richard Whitehead (F&A Chairman) – the Board would consider all possibilities, but given the current financial landscape organisations were less and less able to offer secondment opportunities.

Kathy Hook proposed that the Accounts be approved, seconded by Alex Harrison. Council voted unanimously to approve the Accounts.

7 Amendment of the Region's Constitution

Following an audit by the ASA of the constitution, Council instructed the Board to ensure that the constitution was amended during 2015-16 with a view to ensure that it is compliant with the model rules issued by the ASA. The new constitution took effect from 1 July 2016. The Chairman thanked Peggy Etiebet for all her hard work.

Council voted unanimously to approve the new Constitution.

8 Inauguration of the President 2016 -17

Colin Robson recalled details of his year in office and the many events that he had had the pleasure of attending. Colin then proceeded to inaugurate Ralph Shortland as the new President. Ralph Shortland on behalf of the Region thanked Colin Robson for all his work during the year.

9 Election and inauguration of the Vice President 2016-17

There had been one nomination for Vice President and therefore Diane Gamble was elected. Ralph Shortland inaugurated Diane Gamble as Vice President.

10 Election of the Members of the Regional Board 2016-19

The Chairman advised Council that Jean Cook, Alex Harrison and Colin Robson had come to the end of their current term of office. 3 nominations had been received (Jean Cook, Alex Harrison and Kay Grimshaw), and as they were unopposed they were elected onto the Regional Board until 2019. The Chairman thanked Colin Robson for his work on the board. Council voted unanimously to approve the elections for the Management Board.

11 Appointment of the Independent Examiner of the Accounts

The Council voted unanimously to appoint D J Clark as the Independent examiner of the Accounts.

12 Election of ASA Vice President

The Region has the responsibility to nominate the ASA Vice President for 2016/17. The Board sought nominations from the counties, clubs and members and, following the precedent established in 2008, held a ballot of Board members in June 2016. Richard Whitehead was elected. Council voted unanimously to approve the election of Richard Whitehead.

13 Election of the Region's representative to the ASA Sport Governing Board

The Region has the responsibility to nominate the ASA SGB Representative from the London Region. This is a four year position and is currently held by Kay Grimshaw. Kay

has agreed to be nominated for one year only and will step down in 2017 when we will be required to nominate a person for the remaining three years.
Council endorsed the election of Kay Grimshaw.

14 Election of the Region's Delegates to ASA Council 2016

The Chairman advised Council that the Region's membership has increased this year and therefore the Region was entitled (based on the current number of registered members) to 10 voting delegates to ASA Council this year. Under the constitution, four of these seats are taken by the Region's President and Officers (Ralph Shortland, Dave Fletcher, Richard Whitehead and Jean Cook). A further four nominations had been received, Jackie Bedford, Alex Harrison, Kathy Hook, Colin Robson and 2 further board members (Norman Edgell & Peggy Etibet) had expressed an interest in attending. The Region should therefore have full representation at the ASA Council meeting.

Council voted unanimously to elect the above Delegates to ASA Council.

15 ASA 2016 Council (including the Annual Report and Accounts and any motions for a change to ASA Law)

The following points were raised;

Colin Robson (Kingston Royals SC) – Since the establishment of the two boards (Sports Governing Board and the Group Board) how is the working relationship between them?

Alan Thurlow (Wandsworth SC) – What does the ASA do for us? Do we need them?

The Chairman assured members that the delegates would convey their concerns.

16 Presentation of the London Swimming Awards, the Dave and Flo Barnes Trophies and the Jeff Cook Salver.

The Chairman handed over to the Chairman of the Awards Group and the President to make the presentations.

Athlete of the Year was awarded to Emily Watts from Greenwich Royals SC.

Coach of the Year was awarded to David Court from Bromley SC. David was unable to attend and the award would be presented to him at a later date.

The **Flo & Dave Barnes awards** are for an individual (male and female) who has made an outstanding contribution as an official or poolside helper (this may include teaching, assisting with coaching or other poolside activities). The Flo Barnes Trophy was awarded Marion Westwood from Barking & Dagenham SC. The Dave Barnes Trophy was awarded to Stephen Westwood from Leyton SC.

The **Jeff Cook Salver** was awarded to Kay Grimshaw for her outstanding service to the Region.

The Chairman thanked everyone for their attendance and closed the meeting.

