

## AFFILIATED TO SWIM ENGLAND EAST REGION

### Minutes of the Swim England Suffolk, Executive Committee Meeting held via Zoom on Saturday 10<sup>th</sup> July 2021 starting at 10.00am

#### ATTENDEES:

Ian Cotton	IC	Chairman	Sarah Elmer	SJE	Championship Sec
Chris Vinter	CV	Secretary	David Robinson	DR	Regional Delegate
Dave Whelan	DM	Hon Life President	Nick Hutton	NHu	Stowmarket
Stephen Christian	SC	Officials Coord./Pres Elect	Louise Perkins	LP	Covid-19 Liaison
Caroline Cofield	CCo	Trophies	Peter Elmer	PE	Website
Ann Byrne	AB	Disability	Nikki Hall	NHa	Deben
Alison Vinter	AV	Past President	John North	JN	Records Officer
Chris Bellwood	CB	Management Board Member	Sarah Tait	ST	Open Water
Paul Bowman	PB	Newmarket	Chris Deaton	CD	Newmarket
Rob Garry	RG	Mildenhall	Katie Bradford	KB	Newmarket Sec
Lesley Beevor	LB	Treasurer			

Item																																				
<p><b>1. WELCOME TO ALL</b></p> <p>IC welcomed everyone to the meeting including members of the Suffolk Club Forum</p>																																				
<p><b>2. APOLOGIES</b></p> <table border="0"> <tr> <td>Sue Purchase</td> <td>SP</td> <td>President/St Felix</td> <td>Jeremy Duszynski</td> <td>JD</td> <td>Past President</td> </tr> <tr> <td>Gemma Cannon</td> <td>GC</td> <td>Masters</td> <td>Clive Evans</td> <td>CE</td> <td>Sudbury</td> </tr> <tr> <td>Debs Greenhalgh</td> <td>DG</td> <td>Ass Team Manager</td> <td>Tim Millet</td> <td>TM</td> <td>Development</td> </tr> <tr> <td>Dan Pilbrow</td> <td>DP</td> <td>West Suffolk</td> <td>Tom Pawle</td> <td>TP</td> <td>Leiston Chair/Rep</td> </tr> <tr> <td>Nick Thompson</td> <td>NT</td> <td>Team Manager</td> <td>Barry Woolstenholm</td> <td>BW</td> <td>Leiston Sec</td> </tr> <tr> <td>Stella Day</td> <td>SD</td> <td>Team Ipswich</td> <td>Bobbie Wilson</td> <td>BWi</td> <td>Welfare Officer</td> </tr> </table>	Sue Purchase	SP	President/St Felix	Jeremy Duszynski	JD	Past President	Gemma Cannon	GC	Masters	Clive Evans	CE	Sudbury	Debs Greenhalgh	DG	Ass Team Manager	Tim Millet	TM	Development	Dan Pilbrow	DP	West Suffolk	Tom Pawle	TP	Leiston Chair/Rep	Nick Thompson	NT	Team Manager	Barry Woolstenholm	BW	Leiston Sec	Stella Day	SD	Team Ipswich	Bobbie Wilson	BWi	Welfare Officer
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<p><b>2a APPROVAL OF PREVIOUS MINUTES (Additional item)</b></p> <p>The minutes were approved subject to removal of Beccles from Ann Byrne in the attendees list.</p>																																				
<p><b>3. CORRESPONDENCE</b></p> <p>CV advised that little had been received but everything had already been circulated.</p> <p>IC advised the meeting of some opportunities recently made available by Swim England.</p> <p>A total of 275 Club Welfare Officers nationally have already signed up to the Welfare Officer Box account. The information contained within the Box is very comprehensive and will benefit the club immensely. Information ranges from Wavepower policies through to tips and advice on setting up</p>																																				

social media accounts. Clubs are advised to encourage their Welfare Officers to request access by emailing [clubdevelopment@swimming.org](mailto:clubdevelopment@swimming.org) confirming their name, club and role as Welfare Officer.

A series of pilot workshops have taken place with a view to creating a new Secretary information workshop. Following a second pilot the workshop will be finalised and a national roll-out is planned from September.

Swim England have also set a few additional dates for the Governance workshops currently being delivered;

Club Welfare Officer: 28<sup>th</sup> July – 6pm, 6<sup>th</sup> Aug – 10am, 31st Aug – 6pm.

Book via - <https://www.surveymonkey.co.uk/r/Welfareofficerworkshops>

Club Chair: 12th July – 6pm, 13<sup>th</sup> Aug – 10am.

Book via - <https://www.surveymonkey.co.uk/r/ClubChairSessions>

#### **4. FINANCIAL UPDATE**

LB advised the meeting that there had been little change since the last meeting apart from payment of some costs relating the County Camp. The current balance is £39,180.75.

IC advised that the new starting blocks had arrived at Crown Pools and all very good. There was a small issue regarding bolt sizes but should be easily resolved.

#### **5. COUNTY CHAMPIONSHIP UPDATE**

SJE referred to her report and confirmed that the only change to the information previously provided was that it is now proposed to hold the long distance events at Norwich, long course, on the 22/23 January. There will be a limit of 10 heats for each 800m event and 7 heats for each 1500m event, with entries initially split 50/50 between counties. If Norfolk do not use their allocation the spare ones will be available to Suffolk swimmers. If the events are oversubscribed, swims will be rejected on the basis of closest to the QT on a percentage basis across all age groups. The closing date for entries for both Counties will be 17 December 2021.

It is intended to confirm qualifying times by 1<sup>st</sup> September with entry packs available to clubs by 31<sup>st</sup> October. It will help with the setting of QT's if more Level X times could be submitted. Qualifying times will take account of the lack of competition since the 2020 County Champs and Level X times will be accepted. The closing date for entries is likely to be late December.

IC confirmed that Swim England had advised Counties to plan for County Championships in the normal County window in 2022.

#### **6. REPORT FROM THE EAST REGION COUNTY FORUM**

IC informed the meeting that the first County Forum took place of 9<sup>th</sup> June 2021 and was chaired by CV.

IC reported that the Regions committees and structures were now all in place. The Regions finances and accounts were in order but had a significant loss in income due to the pandemic. Initially this was his was due to not running Regional Swimming Championships and licensed events and more recently due to a 30% reduction on membership renewals.

New leadership groups have now been set up for the various disciplines.

There have been a number of staff changes with Amy Bryant leaving in April 2020 and Kevin Pickard in February 2021. It was decided to temporarily freeze recruitment but it is now planned to recruit a new member of staff around September.

The focus of the Region remains to support Clubs and Counties during the difficult times.

Swim England Working Group plans to review the model constitutions for clubs and produce a version for use by counties which we will need to consider when available.

The proposed regional competition structure was discussed and the entry process for these events is well underway.

Counties were asked to mention any local initiatives and IC reported on our club funding structure. Compared to other Counties our funding scheme is more generous.

## **7. COUNTY AWARDS**

The County Management Board have agreed to mirror the Swim England National Awards structure. This information has previously been circulated but Clubs are encouraged to nominate their deserving members. The link to the relevant page on the Swim England website is;

[Swim England National Awards | Discover Swim England Awards \(swimming.org\)](https://www.swimming.org)

A nomination made for a member of a Suffolk Club will be considered for National, Regional and County awards.

## **8. MATTERS RAISED BY COUNTY OFFICERS**

CV reported that Dan Pilbrow had emailed asking that we register a belated big thank you to Kevin Pickard for the work he has done in supporting and promoting swimming, swimmers and coaches in the Region and that we are still yet to have a Regional Coaches Forum meeting. As stated at the last meeting, Leanne Brace is looking to keep the momentum going with these meetings but has yet to set a date for the next one to take place. If any coaches do have any issues that they need brought to the attention of Leanne, then I am happy to liaise with her on anything.

GC had asked that members be informed that an East Region Masters Meet is planned for Sunday 10<sup>th</sup> October at Newmarket.

CCo asked about County funding for training. IC confirmed that the funding was available as in previous years. Link to page on website shown below:

[Funding & Fees \(suffolkswimming.org.uk\)](https://suffolkswimming.org.uk)

A website report had been received by PE detailing the necessary migration to a new platform for the website. The new site has a new look and everything has been migrated across but might be found in a different place. It would be good to have more information for history page and offers were immediately made by DR and LP. IC thanked PE for all his hard work, the migration had not been easy and had taken a lot of time and effort.

## **9 COUNTY CAMPS**

IC reported that a reduced County Camps were taking place this year in line with Swim England guidance. The online workshop was taking place today with a practical session hopefully later this year. IC thanked Dave Harrison for his efforts in making this all possible.

## **10. COVID-19 UPDATE**

IC reported that Swim England will be meeting pool operators next week to review and update current guidance in line with the latest government announcement.

Club comments:

Stowmarket – NH reported that the club would not be training in August and therefore would not be implementing any changes until after they return to the water.

Team Ipswich – LP reported that they will only be stopping for 2 weeks this August and nothing else to report.

Team Waveney – LB nothing to report, just waiting for updated guidance.

Newmarket – CD reported they have had their first confirmed case of Covid but no known transmission to other members. They have been competing in Level X events and plan to continue with current procedures for the time being.

Mildenhall – RG reported that their new pool opened middle of June. It has been necessary to adjust session times which has not been ideal for some younger swimmers. Possible reduction in restrictions may help to resolve this issue.

Deben – NH the club is doing OK and they are trying to get more pool time. They have lost a few swimmers.

Felixstowe CCo would also like more pool time and also only having 2 weeks off in August.

Water Polo – Cca looking forward to September and the expected reduction in restrictions.

## 9 ANY OTHER BUSINESS

LP informed the meeting that they have had issues with submitted level X times being recorded as Masters times and other entries being incorrectly entered. She would suggest that Clubs look carefully at the times they have entered to ensure they are correct.

CD asked if any further thought had been given to getting clubs to agree a process for coordinating open meets going forward. IC replied saying nothing had been arranged yet but would be happy to do this if that was the wish of the Clubs. It was agreed that this would be good idea and some suggested dates will be circulated.

SC reported that a series of forums organised by the region had taken place for Referees, Starters and Officials. These are still available on line via the East Region website if officials missed to live forum and a link will be made available on the County website. If any officials have concerns SC would be more than happy to help and guidance.

SC had also heard of a situation where a Club was insisting that an official attended a Safe Guarding Course. British Swimming do not require officials to attend a Safe Guarding Course and therefore it should not be required by any club.

SJE asked that SE should not be used as her initials as this can be confused with Swim England, SE. CV agreed to make the change.

## Dates of Next Meetings

The future agreed meetings are as follows:

Saturday 18<sup>th</sup> September 2021 (+League AGM)

Saturday 27<sup>th</sup> November 2021 (AGM)

A decision will need to be made on whether future meetings will be held via zoom or at The Pavilion at Martlesham Heath. IC felt that a mixture of formats would probably be the best way forward.