

OXFORDSHIRE & NORTH BUCKINGHAMSHIRE ASA

President: Mrs Heather Patrick

Minutes of EXECUTIVE MEETING held at Bicester on Tuesday 25th September 2012.

Present: H.Patrick , P.Shaw , I.Powell , J.Wilford , J.Murphy , M.Fuller , K.Phillips ,A.Brewer ,W.Patrick & reps from Banbury , Bicester , Bourne End , CMK , Maxwell , Newport Pagnell , Thame , Witney and Witney Synchro Swimming Clubs.

Apologies: E.House , A.Minihan , A.Powell , A.Evans , T.Ward , C.Eddy (Max) & D.Law (Abingdon)

19.0 Minutes of Executive meeting held on 15th May were approved and signed

20.0 Matters arising from 19:- None

21.0 Minutes of Executive meeting held on 3rd July were approved and signed

22.0 Matters arising from 21 :- PS apologised for Masters Records not being minuted but Records were attached to Minutes.

23.0 Correspondence

1. Request from the ASA South East Region to continue the £3000 per annum investment by ONB in to the Club Development Officer role. This amount has been budgeted for the 2012/13 period. The amount will be levied on 26th October. ** Awaiting further announcement from SER as at 6th November regarding contribution and “ exciting package for Clubs “
2. Room Hire. We are now hiring a room for our bi-monthly Executive meetings directly from Bicester Community College. The discomfort of the stools in the Art room allocated was noted and we will be in a hopefully more appropriate room (The Café) for the November 20th meeting.
3. As most of you will be aware Anne Minihan has been very unwell and everyone wishes her a speedy recovery.
4. A Club Secretary has written in to advise on the Data Protection Act and that any mass mailing that the Honorary Secretary undertakes to the masses (all 45 of you) should be hidden via the BCC line (which apparently stands for Blind Carbon Copy). The meeting confirmed that this was technically correct though nobody could define ‘ mass ‘. It was pointed out by a Member that the list of Club Secretaries and Officers was very useful. The Policeman present said it was not a problem as long as the participants consented. Therefore if anyone emails me and tells me that they do not consent to having their name visible in an email regarding swimming matters to do with the Counties Association then I will respond accordingly , otherwise I will assume that you all consent.
5. Bucks and Milton Keynes Sports Awards in Aylesbury on November 27th. Ally Brewer , Welfare Officer was proposed and she , delightedly , accepted.

24.0 President's Report : - Heather Patrick presented her Report which is attached

25.0 Treasurer's Report :- Ian Powell presented his Report which is attached. His request for approval to amend the Bank mandate to a single signatory was proposed by Karen Phillips and seconded by Wayne Patrick.

26.0 Disciplines :-

1. Swimming :- Ian Powell presented his Report which is attached.
2. Fixtures :- PS presented Alison Powell's Report which is attached.
3. Records :- Peter Shaw presented Record Claims which are attached.
4. Synchro :- Mandy Fuller presented her Report which is attached.
5. Masters :- No one in Post so no Report.

6. Disability :- Nothing to Report.
7. Masters Records :- None received.
8. Facilities:- PS noted , from a clipping from the Oxford Times , September 20th , that the fight over the closure of Temple Cowley and the building of a new facility at Blackbird Leys goes on. Further High Court action in December!
9. Officials :- John Wilford presented his Report which is attached.

27.0 Funding Applications

1. Witney Synchro had applied in late Summer for up to £90 to fund Officials Training Courses at Henley Synchro , without which Henley can not enter Galas and secondly up to £290 to hire a Coach (4 wheels) for the National Age Groups in November. This was agreed by the Officers prior to the Executive Meeting.
2. City of Milton Keynes applied for funding for two Level 3 Coaching Courses (Lorraine Dexter-Forshaw & Lisa Salmon , one Level 2 Course (Tracy Revell) and two level 1 Courses (Janice Odams & Carl Painter) at a total cost of £1434.80. The remainder of the cost will be funded by South East Region bursaries. The Executive agreed the request.

28.0 ASA South East Region :- No Report received

29.0 AOB:-

1. Chris Inness from Bicester asked about how to encourage people to take up J1 courses.
2. Chris also asked about new Child Protection legislation that commenced on September 1st and whether ONB was involved in the educating process ,and if not who was. PS responded that it was the Aquatics Officer who would be involved in setting up Courses for the Clubs on behalf of the ASA and the South East Region. Our Aquatics Officer left on 31st August and her replacement has not yet been appointed (as far as we know).
3. Wayne Patrick suggested that it was time for a revamping of the website to make it more current and 'live ' . PS to investigate.

Meeting closed at 8.18

Next meeting Tuesday 20th November 2012
'The Café ' Bicester Community College

ONB County Presidents report September 25th 2012

During September I attended the Sussex ASA Dinner Dance at the Hilton Metropole in Brighton along with other Presidents from counties within the South East region. It was good meeting up with past, present and new acquaintances and was useful being able to put names to faces. This was my first invitation to take part as one of the 'chain gang' and hopefully we'll be invited to a few more events.

Next month I shall be attending the Inter County competition at Ponds Forge, Sheffield with the county team. This year Oxon & North Bucks swimmers will be competing in Division One having gained promotion last season. It will be an interesting challenge for our swimmers but I am sure they will rise to the occasion with some good swims.

Heather Patrick 25/09/2012

Treasurers Report – 25 September 2012

Online banking, finally Barclays has advised on the process to access the benefits of online banking and payment to third parties. To enable this requires a change to the bank mandate from two signatories to a single signatory. I am therefore asking for the executive approval in allowing the benefits of online banking.

Income & Expense since last meeting

Expense Categories	
Funding Athlete Development	£290.00
Funding IT Equipment	£388.18
Funding Training-Coaches	£525.50
Hire Charges	£16.66
IT	£75.20
Sundry	£307.70
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Grand Total	£1,603.24

Networth

Bank and Cash Accounts	
Cash - Competition A/C	£24.15
Cash - General A/C	£153.20
Competition Account	£2,213.72
Creditors Account	-£4,890.50
Debtors Account	£500.00
General Account	£459.00
High Interest Business Account	£28,660.02
Net Worth	£27,119.59

The above details the Net worth & income & expenditure since the last meeting.

Ian Powell
Treasurer, Oxon & North Bucks ASA

Swimming Secretaries Report – 25 September 2012-11-07

The licenses for the 2013 championships have now been applied for and all documentation has been sent out to club secretaries along with the Hy Tek entry file. Also the above documentation has been posted to the website.

All the pools have been booked for the competition dates.

Hy Tek Meet Manager 3 is now obsolete and no longer supported, I request the Executive's approval to purchase the upgrade to Meet Manager 4.0. The cost is approx £185 + shipping which is subject to currency exchange fluctuations.

Ian Powell
Swimming secretary Oxon & North Bucks County ASA.

Fixtures Sec Report 25.09.12

Inter-counties 21st October, team selection had been completed however due to late withdrawal we are in situation where we do not have a complete relay team in the girls 16/17 age group, emails out to Amanda for a further swimmer to be selected, still awaiting an update. Team submission is 26th September so hoping to hear from Amanda in time to submit a full team.

All other arrangements have been made, Jo has organised the hats/t-shirts and medals.

Looking forward to being in Division 1 for the first time having been promoted last year.

SHORT COURSE

MALE

JUNIOR

50 Free	Liam O'Brien	Maxwell	24.34	Hatfield 13/05/12
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LONG COURSE

MALE

JUNIOR

50 Free	Liam O'Brien	Maxwell	24.59	Sheffield 21/7
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OPEN

4 x 100 Free	City of Milton Keynes		3.39.36	Sheffield 17/7
	(Aaron Lee , Courtney dos Santos , Ben Flaherty , Chris Forshaw)			

FEMALE

JUNIOR & OPEN

200 Back	Charlotte Evans	CMK	2.19.99	Sheffield 22/7
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JUNIOR

400 Free	Charlotte Evans	CMK	4.32.65	Crawley 26/5
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100 Back	Charlotte Evans	CMK	1.07.50	Crawley 10/6
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4 x 100 Free	City of Milton Keynes		4.09.44	Sheffield 23/7
	(Charlotte Evans , Isobel Jones , Lauren Parker , Lucy Farmer)			

OPEN

50 Breast	Jocelyn Ulyett	CMK	34.42	Sheffield	20/7
100 Breast	Jocelyn Ulyett	CMK	1.13.43	Sheffield	20/7
4 x 100 Free	City of Milton Keynes		4.01.67	Sheffield	18/7

COUNTY SYNCHRO REPORT –SEPTEMBER 2012

Since the last report Witney Synchro have held three taster days where the use of a triage system has recruited 14 new probationary members to Club and three new Headington course members. A further two taster days are planned for this year. Unfortunately coaching staff numbers remain constant with no new volunteers.

Witney Synchro also took part in a session at Woodstock Open Air Pool to try Olympic Sports. Squad swimmers gave a short display and then stayed on to help in a lesson for any swimmers wanting to try Synchro. Other sports available were Diving and Water Polo. Although participant numbers were low –partially due to minimum advertising- the squad swimmers found it a valuable experience of performing in a new environment and the problems presented in the open air.

8 Witney swimmers have attended 2 skill assessment days –one in Walsall and one in Portsmouth with 100% success rate. Plans are for more swimmers to attend the final assessment day of 2012 in November in Birmingham.

This year Witney are hoping to send 2 squads to National Age groups in Gloucester on 30th November.

Uncertainty over increased pool costs have been settled with a 10% increase at two different pools this was much less than expected and with new swimmers on board this is a manageable cost.

I have also made contacts with Henley Synchro and had discussions around their lack of Officials which leads to their not being able to enter certain competitions or Skill days. We have discussed which officials are necessary for the Club progression and Witney Officials are going to help with a team manager course. I am hoping that this will be the start of some cross club working and building contacts.

Mandy Fuller

Officials Sec: Report – September 25th 2012

We have held several courses on July 29th at Kidlington

Judge Level 1 15 candidates; Judge Level 2 6 candidates; Judge Level 2S 6 candidates

Mentoring and assessments are on-going, but although it is only the beginning of the season, mentoring sessions are becoming more problematic. Guidance re Mentoring is printed in all workbooks and must be complied with. Also the guidelines for Licensed Open Meets were revised as of 1st September 2012. I am already getting phone calls / texts etc. from Meet Referee's stating / complaining that candidates are just turning up and expecting to be mentored or assessed without the correct officials in place. Now that the league season has started again, this is causing more problems – 'insufficient qualified officials present to do mentoring'. I know of two league gala's, recently, where the correct officials were not present – neither had a starter. Whereas

league galas are the ideal venue for mentoring, if the correct officials are not in place mentoring cannot take place. Can candidates please follow the guidelines.

Level 4 meets are no longer classed as open meets; but as meets where only one club competes e.g. club championships or time trials; but the minimum level for a Referee is Licensed Level 2S. As there is no requirement for any other official to be qualified or licensed; just a member of the ASA; this level of meet may therefore not be suitable for mentoring.

The requirement for a mentor is an Experienced Qualified Official.

For mentoring to take place at any level, a full complement of 'working official's' must be present, trainee officials are not 'working officials' if they are being mentored. It is not for the Meet / Competition Referee to obtain the officials for a meet, this is down to the host club.

The Referee of a licensed meet has to be a 'qualified Referee', the trainee official is expected to show, to the Referee, an acceptable level of competence in the areas required, when the Referee is satisfied, they will sign the candidates book. Reference is often made to Page 5 of the workbook being signed off; this is the record of progress, before an assessment can be considered.

A trainee starter must be mentored by a qualified starter – this does not mean the Meet Referee.

Officials training to be starters (JL2S) cannot start any level 1 or 2 meets or County Championships.

Officials training to be starters (JL2S) can only observe at the above.

Trainee Starters can only be mentored at Level 3 or below; subject to correct officials being in place and two assessors available for assessments to take place.

Host club organisers are politely reminded that there is a minimum requirement for officials at competitions, it is the host clubs responsibility to ensure that the 'correct working officials' are in place before agreeing to any mentoring capability.

I appreciate the above is going to cause problems but these are the guidelines.

John Wilford - Hon: Officials Sec: