

# Oxfordshire & North Buckinghamshire Counties ASA

President: Kim Weetman

Acting Chairman: Karen Underwood



## MINUTES OF ZOOM ONLINE EXECUTIVE COMMITTEE MEETING

ON 11<sup>th</sup> MAY 2021 AT 7PM

Present:

|                                      |   |                                     |                               |
|--------------------------------------|---|-------------------------------------|-------------------------------|
| K Underwood (Acting Chair/Officials) | I Powell (Treasurer)                                  | N Mellings (Sec)                    | O Stockland (Swim Sec/ADSC)   |
| K Weetman (Disability Sec & 4SSC)    | M Fuller (Artistic Swimming Sec & Witney Artistic SC) | P Shaw (COSC/County Records)        | H Patrick (NPSC/Ex President) |
| A Readhead (Masters Sec/ Maxwell)    | A Willis (ADSC)                                       | S Wynne-Jones (CMK)                 | S Manser (Maxwell)            |
| S Wratten (4SSC)                     | N Baum (Didcot Barramundi)                            | K Hoffman (Kidlington & Gosford SC) | S-A Clavaud (W&DSC)           |

|    | Agenda Item  | Discussion and Decision  | Action |
|----|--|--|--------|
| 1. | Apologies/Opening Remarks  | <p>The Acting Chair (Karen Underwood) welcomed all attendees to the zoom ONB Exec Cttee mtg. Attendees were notified that the zoom online session would be recorded to aid minute taking only. ONB Papers/Reports were sent out to members on 8<sup>th</sup> May 2021 at 20:44hrs.</p> <p>Apologies were received from: S Corbett (Banbury); B McDonald (SER); N Horton (Maxwell); N Brown (COSC) and L Barnard (4SSC).</p>  |        |
| 2. | Minutes of Executive Meeting held on Tuesday 12 <sup>th</sup> January 2021 | The Acting Chairman asked if all those attending had read the minutes of the meeting held on Tuesday 9 <sup>th</sup> March 2021 and if they were a true record. It was agreed that the minutes were an accurate record and they were duly signed by the Acting Chairman.   |        |
| 3. | Matters Arising from Previous Mtg  | There were no matters arising.   |        |
| 4. | Correspondence   | <p>The Sec updated the Cttee that Witney &amp; District Synchronised SC had changed their name to Oxford and Witney Artistic Swimming Club. ONB Members were emailed on 7<sup>th</sup> April 2021 and asked to notify the Sec if they had any objections to this name change; no correspondence was received from members and the name change was approved.</p> <p>Jo Ulyett notified the ONB Sec that she was standing down from her role as County Development Camp Coord.</p> |        |
| 5. | Chairman's Report  | The Acting Chair's report had been issued prior to the mgt and is attached. She remembered Terry Norris who sadly passed away in April and gave recognition and thanks for his service to swimming. The Acting Chair thanked Jo Ulyett on behalf of the ONB Cttee for all her hard work, energy and commitment to Talent Pathway Camps over the years. A replacement for Jo will need to be found and this is covered at Agenda Item 9.  |        |
| 6. | Appointments   | Nil.   |        |
| 7. | Treasurer's report   | Ian Powell's report had been issued prior to the mgt and is attached. He highlighted that he had looked at the creditors   |        |

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|    |             | <p>account to see which clubs had outstanding funding requests for which they'd not invoiced ONB and noted that he had difficulty reconciling the funding amounts requested to the payments given resulting in a difference of £523.46 . The Chair of Didcot Barramundi confirmed that £308.56 which had been previously requested was no longer required. There was a query regarding whether or not CMK had invoiced ONB for the specialist hearing equipment. Stephen Wynne-Jones agreed to check if CMK had sent ONB the invoice/received payment.</p>   | <p>ONB<br/>Treasurer/<br/>CMK</p> |
| 8. | Disciplines | <p>a. <b>Swimming.</b> Oliver Stockland's presented his report; this was duly amended on 17<sup>th</sup> May and is attached. He had attended the SER webinar re 'Returning to swimming'. He explained that due to there being no release of the County competition window and no ability to apply for the necessary license until at least September 2021, combined with the proximity of the 2022 Counties, that there would be no ONB County Championships in 2021.</p> <p>He had reviewed the 2020 debriefing minutes and his report includes a reminder of what was agreed upon. Oliver highlighted that he had written to crucial volunteers to establish support levels for 2022 and awaited their responses. He noted in particular that the 2022 Championships will be used as an indicator for new volunteers as he expects a churn after the Championships and believes we will need two new administrators and a new AOE Operator, although this is to be confirmed. It was noted that should social distancing measures still be in effect at the time of Counties, then we can expect relays to be cancelled.</p> <p>The Exec Cttee discussed his report, considerations, and proposals in depth:</p> <p>(1) <b>Dates</b> – see attached report. The Exec Cttee agreed this proposal. Venues are TBC and proposed to be Oxford Leys/Aquavale Pool as per the report.</p> <p>(2) <b>Qualifying Period</b> – Following much discussion, it was agreed that the Qualifying period would consider Level X and return to swimming for all age groups and the Qualifying Period would be 17<sup>th</sup> May 2021 to 5<sup>th</sup> December 2021. There was much discussion around Distance events, and it was agreed that time trials times would be accepted.</p> <p><b>Sec's Note: The Long Distance Qualifying Criteria has been amended since the 11<sup>th</sup> May 2021 meeting and was emailed out to members by the ONB CASA Swimming Secretary on 17<sup>th</sup> May 2021 at 21:52 noting as follows:</b> 'At the ONB Committee Meeting held on the 11<sup>th</sup> May 2021, it was agreed that times achieved at time trials would be accepted as bonafide entry times for 1500, 800 and 400-meter events. However, it has come to light that levels X series 2 includes these long-distance events. Therefore, I propose contrary to our previous discussions, times achieved at time trials for these events are not permissible and <b>will not be accepted</b>. Swimmers have the opportunity to acquire times in the summer series 2 of Level X and at level 4 &amp; level 3 licences meets in the autumn and early winter. Please note that this represents a change to</p> | <p>All Clubs</p>                  |

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|  |             | <p><i>the minutes of the meeting held on 11<sup>th</sup> May</i>'. The amended Swim Sec Report is attached.</p> <p>(3) <b>Qualifying Time</b> - No (guaranteed) accepted upper limit, therefore no guaranteed acceptances. The Exec Cttee agreed this proposal.</p> <p>(4) <b>Entries</b> - Closing Date for entries is 6<sup>th</sup> December 2021; to remain paperless entry only. The Exec Cttee agreed this proposal.</p> <p>(5) <b>Entry Fee</b> – the Exec Cttee agreed that the Entry Fee remain unchanged unless pool hire costs increases.</p> <p>(6) <b>Programme</b> - the Exec Cttee agreed no change other than the inclusion of an extended para programme.</p> <p>(7) <b>Awards</b> - the Exec Cttee agreed the inclusion of age group and championship awards; top male and top female.</p> <p>(8) <b>Equipment</b> - the Exec Cttee agreed the purchase of a podium backdrop circa £400.</p> <p>(9) <b>Trophies</b> - the Exec Cttee noted that several trophies were in a very poor condition and although ONB had previously agreed a rolling programme to replace these trophies, it was felt that they needed to check the condition of the trophies once returned in November and consider Counties income before repairing/replacing trophies<br/>There was concern around retrieval of Club County Trophies due to swimmer movements out of County and so the ONB Sec agreed to write to Clubs regarding their access to the trophies.</p> <p>(10) <b>Trophy Secretary</b> - the Exec Cttee noted the requirement remained for a new Trophy Secretary and encouraged interested members to contact the Swim Sec regarding this role.</p> <p>(11) Oliver informed the Exec Cttee that he would be standing down as Swim Sec and so the 2022 County Championships would be his last. The Acting Chair extended a huge thank you to Oliver for all his hard work over the many years. The Swim Sec role is an essential role and one that needs to be filled soonest so that the new incumbent can shadow Oliver at the January 2022 County Championships.</p> <p>b. <b>Fixtures</b>. Noted there was nothing to report.</p> <p>c. <b>Records</b>. Noted there was nothing to report.</p> <p>d. <b>Artistic Swimming</b>. Mandy Fuller’s report had been issued prior to the mgt and is attached.</p> <p>e. <b>Masters</b>. Amanda Readhead’s report had been issued prior to the mtg and is attached. The Master’s Survey had been sent out and 62 returns had been received as at 11<sup>th</sup> May; the survey would remain open for another week and then collated to gauge interest in Master’s events.</p> <p>f. <b>Disability</b>. Noted there was nothing to report.</p> <p>g. <b>Masters’ Records</b>. Noted there was nothing to report.</p> <p>h. <b>Facilities</b>. Post remains vacant, therefore no report.</p> <p>i. <b>Officials</b>. Karen Underwood’s report had been issued prior to the mtg and is attached. She noted that they had been catching up on old J1s just prior to lockdown and that there was now an agreement that if the County Coord and tutor are content that J1s can now be signed off as qualified. If clubs have any J1s who are ready for assessment please contact</p> | <p>ONB Sec</p> <p>All Clubs</p> <p>All Clubs</p> |

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|     |                                 | <p>officials at <a href="mailto:onbofficials@gmail.com">onbofficials@gmail.com</a> soonest. Karen highlighted the Officials survey and noted concerns regarding the drop in the number of officials. All clubs need to be working to increase the number of officials.</p> <p>j. <b>Coach Education.</b> Post is vacant - therefore no report received. As Coach Education is organised at Regional level rather than County, the Cttee will consider at the July AGM if this ONB post is still required. If Clubs are experiencing issues getting coaches on courses, please notify the Sec.</p>   |  |
| 9.  | Talent Pathway Dev Camp 2020/21 | <p>Noel Horton's report had been issued prior to the mtg and is attached. He had sent his apologies as he was unable to attend the mtg. As Jo Ulyett has stepped down from this role, it is essential that a replacement is found to take on the administration associated with running these camps. Clubs were requested to advertise this post amongst their members.</p> <p>The ONB Exec Cttee discussed Noel's report at length. It was agreed that:</p> <p>a. The <b>Saturday Camp</b> would be for 1 day only for those swimmers invited to the Camp in 2020 (11yrs old, now 12 yrs old) but who missed out on the camp due to lockdown. Swimmers who have since left the County will not be replaced.</p> <p>b. The <b>Sunday Camp</b> would be for swimmers aged 11 yrs in 2021; a maximum of 24 swimmers to be invited. Level X times will be used to select invitees.</p> <p>c. Dates for both camps to be in early September 2021 to reduce conflicts with open meets which we anticipate will commence mid/late Sept.</p> <p>d. It will be necessary to find a new Boys Team manager as Fabian Whitbread has since left the County.</p> | <p><b>All Clubs</b></p> <p><b>All Clubs<br/>N Horton</b></p> |
| 10. | Funding Applications            | Nil.  |  |
| 11. | Swim England South East         | Ben McDonald's report had been issued prior to the mgt and is attached. He had sent his apologies as he was unable to attend the mtg.   |  |
| 12. | AOB                             | <p>There were 2 AOB Items:</p> <p>1. Peter Shaw thanked the ONB Exec Cttee for his gift which had been presented to him to acknowledge the many years he'd served ONB including his time as Chair of ONB.</p> <p>2. AGM. The ONB Exec Cttee were reminded that the AGM would be held on Tue 6<sup>th</sup> July, hopefully face-to-face depending on restrictions at that time and availability of venue. It was noted that many find zoom mtgs easier to attend and that we'd had increased number of attendees since moving to zoom. Initial thoughts are that the AGM should be face-to-face, if possible, with zoom mtgs to be held at other times; this will be discussed at the AGM.</p>  |  |

The Exec Cttee Meeting closed 8.23pm.

The next Meeting will be held at 7pm on Tuesday 6<sup>th</sup> July 2021. Details to be sent out nearer the date.

Nicky Mellings  
ONB Sec

Date: 18<sup>th</sup> May 2021

Chair Signature:

Date: