

Oxfordshire & North Buckinghamshire Counties ASA



President: Andy Willis

Chair: Karen Underwood

MINUTES OF EXECUTIVE COMMITTEE MEETING HELD AT KINGSMERE COMMUNITY CENTRE

ON 21st SEPTEMBER 2021 AT 7PM

Present:

K Underwood (Chair/Officials)	N Mellings (Sec)	O Stockland (Swim Sec/ADSC)	A Willis (ADSC/President)
K Weetman (SwimMark Coord & 4SSC)	B McDonald (SER)	P Shaw (Headington Phoenix SS/County Records)	D Wheatley (Fixtures Sec/Bicester)
A Readhead (Disability Sec/Masters Sec/ Maxwell)	E Anderson (Banbury)	N Brown (COSC)	S-A Clavaud (W&DSC)
S Macnab (Maxwell)	A Gerlin (COSC)		

	Agenda Item	Discussion and Decision	Action
1.	Apologies/Opening Remarks	<p>The Chair welcomed all attendees to the first face-to-face meeting we'd held for over 18 months. ONB Papers/Reports were sent out to members on 18th May 2021 at 22.48hrs.</p> <p>Apologies were received from: I Powell (Treasurer); M Fuller (Witney Artistic SC); H Patrick (NPSC); N Horton (Maxwell); S Wynne-Jones (CMK); K Langley; F Gallagher (Oxford Uni SC); P Evans (Thame SC); C Clavaud (W&DSC) and M Hartgill (4SSC).</p>	
2.	Minutes of Executive Meeting held on Tuesday 11 th May 2021	The Chair asked if all those attending had read the minutes of the meeting held on Tuesday 11 th May 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 Chair.	
3.	Matters Arising from Previous Mtg	<p>The following Matters Arising remained from the previous mtg: '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'. As the Treasurer and CMK rep were not present, this matter requires clarification.</p> <p>All other matters had been actioned or were due to be covered within the 21st September Discipline reports.</p>	ONB Treasurer/CMK
4.	Minutes of Executive Meeting held on Tuesday 6 th July 2021	The Chair asked if all those attending had read the minutes of the meeting held on Tuesday 6 th July 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 Chair.	
5.	Matters Arising from Previous Mtg	There were no matters arising.	
6.	Correspondence	<p>The Sec updated the Cttee that:</p> <ol style="list-style-type: none"> Swim England had recently confirmed that they would be charging full fees for the period 1 Oct 21 – 31 Dec 21; SER had confirmed they will charge 50% fees for this period. Swim England has confirmed that Grant Roberts will step into a year-long, full-time role as Commonwealth Games Team Leader for the Swimming Team B2022. Richard Blackshaw has been 	

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		appointed Interim Head of Talent until 1 Sept 22 whilst Grant is fulfilling this role; recruitment for an Interim Talent Officer to backfill Richard's post is underway. Regions and Counties will receive an introductory communication from Richard in due course.	
7.	Chair's Report	The Chair's report had been issued prior to the mgt and is attached. She reflected on the fact that this was our first face-to-face mtg for quite some time and welcomed those assembled, and in particular Headington Phoenix SC who has recently become affiliated to ONB. She expressed her thanks to Noel Horton and his team of coaches who had staged the County Talent Pathway Camps on 11 th & 12 th September; these camps had been a great success.	
8.	Treasurer's report	Ian Powell's report had been issued prior to the mgt and is attached. Ian sent his apologies and the Chair referred to his report. Funding and un-presented invoices had been written back to the Creditors account as agreed at the last ONB Mtg. It was noted that COSC have an outstanding claim for a microphone. It was recommended, and agreed by the Exec Cttee, that the 2 year time limit be extended by 6 months as the purchase of a microphone is beneficial to the County. COSC Chair agreed to look into this matter.	ONB Treasurer/ COSC Chair
9.	Disciplines	<p>a. Swimming. Oliver Stockland's report had been issued prior to the mtg; some clubs had emailed ahead of the mtg to express concern about County Champs proposals. A lengthy discussion followed where it was noted that these proposals were likely to change as restrictions and rules around covid were further amended. It was stressed that consideration for swimmers, volunteers and officials was necessary. Concern was expressed that if County Champs were deemed 'Spectator free' that losses to ONB would be significant and circa £21k. As the Treasurer was absent, clarification on this aspect was requested. A member asked if it would be possible to provide video links if sessions had to be spectator free. This will be investigated.</p> <p>Of note there are several key roles which are currently vacant and which, if not filled, will significantly impact on our ability to stage County Champs in 2022 onwards. In particular the Swim Sec role will become vacant in July 2021 and a volunteer to step into this role wef Jan 2022 is urgently required. Clubs are requested to advertise these posts widely to their members. In light of the discussion, Oliver updated his Report which is duly attached to these minutes.</p> <p>b. Fixtures. Noted there was nothing to report.</p> <p>c. Records. Peter Shaw presented the Records Claim Report which is duly attached. Stephen Wynne-Jones had expressed interest in taking on Peter's role next year which is great news; Peter offered to speak with Stephen about the role.</p> <p>d. Artistic Swimming. Mandy Fuller's report had been issued prior to the mgt and is attached. She sent her apologies.</p> <p>e. Officials. Karen Underwood's report had been issued prior to the mtg and is attached.</p> <p>f. Masters. Amanda Readhead's report had been issued prior to the mtg and is attached. Clubs were reminded that an email</p>	<p>ONB Treasurer</p> <p>All Clubs</p> <p>All Clubs</p>

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		<p>had been sent to all clubs on 18th Sept 2021 asking for those Master swimmers interested in competing to notify Amanda by 17th Oct. It was requested that funding be provided to purchase County Hats for the Intercounties Master's team. It was noted that Donna Wheatley has the County Hats; Amanda will liaise with her accordingly.</p> <p>g. Disability. Amanda Readhead's report had been issued prior to the mtg and is attached.</p> <p>h. Masters' Records. Noted there was nothing to report.</p> <p>i. SwimMark Coord. Kim Weetman updated the Exec Cttee that he had made contact with Kirsty Jarrett from SE re this new ONB post.</p>	
10.	Talent Pathway Dev Camp 2021/22	<p>Noel Horton sent his apologies as he was unable to attend the mtg. The Exec Cttee noted that the County Pathway camp had taken place on 11th & 12th September 2021 for 2020 swimmers and 2021 swimmers respectively. The event was well attended, with reports of a successful, informative and fun camp which was very well received by those who took part in it. The Exec Cttee expressed their sincere thanks to Noel for all his hard work in organising the camp and to his team of coaches for making it such a memorable day. Thanks also to Chantal Clavaud for the social media updates on the camp.</p> <p>There was still a requirement to find a new Boys Team Manager and interested coaches were encouraged to contact Noel.</p>	All Clubs
11.	New Club Affiliations	The Chair officially welcomed Headington Phoenix Swim Squad, as a newly affiliated club, to ONB.	
12.	Funding Applications	Nil.	
13.	Swim England South East	Ben McDonald's report had been issued prior to the mgt and is attached.	
14.	AOB	<p>There were 4 AOB Items:</p> <ol style="list-style-type: none"> Social Media post. Stephen Wynne-Jones updates ONB Social media however this post is not an Exec role and the reasons for this were queried. The Exec Cttee agreed that the post should be an Exec post with immediate effect. Twitter. ONB had been made aware of a number of unpleasant/abusive tweets which had been directed at the new Headington Phoenix Swim Squad club. All clubs were asked to remind their members about social media policies and that such posts on social media were unacceptable, especially as these tweets may be looked at by children and this could bring our clubs and ONB into disrepute. Clubs were urged to report such abusive or unpleasant tweets to twitter. Although a zoom mtg was planned for the next ONB Exec Cttee mtg on 16th November, it was agreed that a face-to-face meeting would be held as it was necessary for County Trophies to be returned to the Swim Sec at that mtg. Further details to follow. Andy Willis had been installed as President for the forthcoming year on 6th July 21. His predecessor, Kim Weetman presented him with the Chain of Office. 	<p>Stephen Wynne-Jones</p> <p>All Clubs</p> <p>All Clubs</p>

The Exec Cttee Meeting closed 8.25pm.

The next Meeting will be held at 7pm on Tuesday 16th November 2021 in Kingsmere Community Centre. Details to be sent out nearer the date.

Nicky Mellings
ONB Sec

Date: 10th October 2021

Chair Signature:

Date: