

Oxfordshire & North Buckinghamshire Counties ASA

President: Oliver Stockland

Chair: Karen Underwood



MINUTES OF VIRTUAL ONB EXECUTIVE COMMITTEE MEETING HELD

ON 10th JANUARY 2023 AT 7PM

Present:

K Underwood (Chair/Officials/COSC)	N Mellings (Sec/W&DSC)	C McLintock (Treasurer/ADSC)	O Stockland (President /ADSC)
S Wynne-Jones (Social Media Coord/CMK)	A Readhead (Disability Sec/ Maxwell)	K Weetman (SwimMark Coord/4SSC)	S MacNab (Swim Sec/Maxwell)
H Wilson (County Team Coach/CMK)	S Wordsworth (COSC)	M Simms (Thame)	L Croft Baker (Thame)
K Langley (AVSC)	M Fuller (Oxford & Witney Artistic SC),	P Shaw (Kidlington & Gosford SC)	L Clarke (Welfare/Maxwell)
Andrea Fijalkowski (W&DSC)	E Anderson (Banbury)	N Baum (Didcot Barramundi)	M Barringer (Didcot Barramundi)
I Rennie (Banbury)			

	Agenda Item	Discussion and Decision	Action
1.	Apologies/Opening Remarks	The Chair welcomed all attendees to the virtual meeting. ONB Papers/Reports were sent out to members on 8 th January 2023 at 21:32hrs. Apologies were received from: B McDonald (SER); P Baybutt (CMK), H Patrick (NPSC), H Fisher (Bourne End), C& K Brosnan (4SSC) and C Clavaud (W&DSC).	
2.	Minutes of Executive Meeting held on Tuesday Tuesday 8 th November 2022	The Chair asked if all those attending had read the minutes of the meeting held on Tuesday 8 th November 2022 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	The following matter arising remained from the previous mtg: 1. Constitution Checker. No one has stepped forward for the Constitution checker role, despite the post being advertised to clubs. 2. ONB Fees. It was noted that despite ONB informing SER that they would not be levying fees in 2023, SE informed ONB Clubs that 'Oxfordshire and North Buckinghamshire collect your county fees directly' prompting a number of clubs to contact the ONB Sec to clarify the position. The ONB Sec informed SER (again, as this happened a number of years previously) that we will not be levying fees this year. All other matters arising had either been addressed or would be covered during the meeting reports.	All Clubs All Clubs
4.	Correspondence	1. Club Health Tracker. The Sec confirmed that all clubs had received the letter from SE regarding Club Health Tracker. 2. SE County Roadshow. Following the survey completed by all Counties earlier in 2022, SE will conduct a County Roadshow this year, providing an opportunity to discuss in person and in more detail the role of counties and the introduction of a new	

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		<p>Governance Code. The ONB Chair and Sec plan on attending the Chilterns Roadshow on 11th March 2023 and will report back to the May ONB mtg.</p> <p>3. SE Save our Pools Campaign. The Chair wrote to all the MPs in the ONB county highlighting the issues faced by our pools and asking that they lobby support for our pools; a mixed bag of responses was received from MPs. The Chair noted that 2023 will prove to be challenging for our pools. A member noted that the news this evening (10th Jan 23) highlighted that the Government would be withdrawing the Energy Bill Relief Scheme for Leisure Centres and swimming pools in March. The Chair noted that many leisure centres had already closed or limited their opening hours which had impacted on clubs training times and that we will need to keep a close eye on how the Government announcement today affected ONB clubs.</p> <p>Sec's Note: Please see SE's comment regarding the planned withdrawal of the Energy Bill Relief Scheme at the link here.</p>	All Clubs
5.	Chair's Report	The Chair's report had been issued prior to the mgt and is attached. There were no questions.	
6.	Treasurer's report	The Treasurer's report had been issued prior to the mgt and is attached. She noted that there was a lot of activity at the moment due to County Championships and that there is significant liaison between her and the Swim Sec. In addition, she is just finalising was finalising the costs from the December Development Camp and awaits a few invoices. She and the County Coord Sec (Paul Baybutt) are now starting to consider the financial aspects of the 2023 programme of Development camps. There were no questions.	
7.	Disciplines	<p>a. Swimming. The Swim Sec's report had been issued prior to the mgt and is attached. County Championships had commenced on 7th Janaury and she noted a few issues during Galas 1 & 2: The Podium at Blackbird Leys was in a very poor state of repair and needed replacing. It was not clear who owned the podium. Decision: the Chair of COSC agreed to ascertain who had responsibility for the podium as this will determine how this should be replaced. This will be discussed further at the County Debrief meeting.</p> <p>Announcements. It was very difficult for personnel to hear the safety brief or announcements during the galas. It was noted that the sound system had been working when it was tested a few days before Counties. On the day of Gala 1&2, the microphone was working but the Leisure Centre sound system wasn't working well; a workaround was made although it was insufficient. Decision: the Chair of COSC offered to test the sound system prior to next weekends galas and report back to the Swim Sec.</p> <p>Studio Lighting. The lighting in the studio wasn't working meaning swimmers for the relays could not be marshalled there. The Swim Sec has written to the Centre asking that they fix this. During the ONB Exec Cttee Mtg, the COSC Chair was able to confirm that the studio lighting was now working and that a trip switch was the cause of the malfunction which staff</p>	<p>COSC Chair</p> <p>COSC Chair</p>

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		<p>didn't know how deal with. There was concern that the Centre staff were perhaps inexperienced and so the Chair asked that a guide for Centre equipment be produced. The ONB President (and previous Swim Sec) congratulated the new Swim Sec on a marvelous job hosting her first County galas; the Chair echoed this and reported that John Tripp, the SE President, had said what a pleasure it was to be at ONB Counties, how well they were run and how friendly the event was.</p> <p>Aquavale Parking. At the 10th November 2022 meeting it was noted that Bucks County Council will now be charging parking fees during County Championships at Aquavale pool. The Swim Sec has written to Bucks County Council to ask that they allow free parking at Counties (especially for officials/volunteers). She will chase them for a response and clubs will be notified once an answer has been received.</p> <p>b. Records. Updated Records had been issued prior to the mgt and are attached. Peter commented on Harry Wynne-Jones exceptional swims in Sheffield and future race plans.</p> <p>c. Artistic Swimming. The Artistic Swim Sec's report had been issued prior to the mgt and is attached.</p> <p>d. Officials. The Official's report had been issued prior to the mtg and is attached. She noted discussion around the change of colour of trousers for officials noting that a few major clubs within SER had changed from white to black trousers already. ONB made the decision to continue with white trousers for officials during Counties due to the shortness of timelines. Following Counties, ONB officials will be surveyed for their opinion; it is hoped that whatever the decision is re trouser colour, that all ONB clubs will follow suit. It was noted that SER had issued a survey to officials to gather their thoughts.</p> <p>e. Masters. No report received.</p> <p>f. Disability. The Disability Sec's report had been issued prior to the mtg and is attached.</p> <p>g. Masters' Records. Updated Records had been issued prior to the mgt and are attached.</p> <p>h. SwimMark Coord. The SwimMark confirmation meeting is due on 12th January.</p>	<p>Swim Sec</p> <p>All Clubs</p>
8.	County Team Coach Report (to include Intercounties and Swim Camp)	The County Team Coach's report had been issued prior to the mtg and is attached. There were no questions.	
9.	Welfare Officer Report	The Welfare Officer's report had been issued prior to the mtg and is attached.	
10.	Funding Applications	None received.	
11.	Policies	All policies are now up to date and on the website.	
12.	Swim England South East	<p>Ben McDonald sent his apologies and noted there was no report due to the festive period. He had informed the Sec that he will be leaving SE SER on 12th January, that his replacement was yet to be found and so any queries should be addressed to Bryony Gibbs, Regional Manager, SER at: bryony.gibbs@southeastswimming.org</p> <p>The Chair extended her thanks to Ben for his assistance and support to ONB and our Clubs to date.</p>	

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13.	AOB	<p>There were 2 AOB items:</p> <ol style="list-style-type: none"> 1. A member noted that there were a couple of events at Counties where there was only one swimmer in some age group events and queried if they would have to swim a final by themselves. The Swim Sec noted that she needed to clarify this with Licensing and a notice would be sent to all clubs regarding this. 2. The Sec reminded the cttee that she would be stepping down from the position at the AGM in July and asked for support from clubs to find her replacement. A Job Description for the role can be found here. The Chair noted that the post could be split should any member only wish to take on part of the role. 	<p>Swim Sec All Clubs</p> <p>All Clubs</p>

The Exec Cttee Meeting closed 19:30hrs.

The next Meeting, which will be virtual, will be held at 7pm on Tuesday 7th March 2023.

Nicky Mellings
ONB Sec

Date: 11th January 2023

Chair Signature:

Date: