

Oxfordshire & North Buckinghamshire Counties ASA

President: Oliver Stockland

Chair: Karen Underwood



MINUTES OF VIRTUAL SPECIAL GENERAL MEETING HELD

ON 11th APRIL 2023 AT 7PM

Present:

K Underwood (Chair/Officials/COSC)	N Mellings (Sec/W&DSC)	O Stockland (President /ADSC)	M Fuller (Oxford & Witney Artistic SC)
S Wynne-Jones (Social Media Coord/CMK)	S MacNab (Swim Sec/Maxwell)	K Weetman (SwimMark Coord/4SSC)	S Wordsworth (COSC)
P Baybutt (County Coord Sec/CMK)	E Anderson (Banbury)	P Shaw (Kidlington & Gosford SC)	K Dingle (AVSC)
C Clavaud (County Lead TM/W&DSC)	S Clare (COSC)		

	Agenda Item	Discussion and Decision	Action
1.	Apologies/Opening Remarks	<p>The Chair welcomed all attendees to the virtual meeting. Minutes of the 14th March 2023 meeting had been sent out to members on 25th March 2023 on 19:01hrs. Notice and papers for the Special General Meeting were sent out to members on 25th March 2023 at 19:27hrs.</p> <p>Apologies were received from: C McIntock (Treasurer/ADSC); C & K Brosnan (4SSC); Andrea Fijalkowski (W&DSC) and A Readhead (Maxwell).</p>	
2.	Minutes of Executive Meeting held on Tuesday Tuesday 14 th March 2023	<p>The Chair asked if all those attending had read the minutes of the meeting held on Tuesday 14th March 2023 and if they were a true record. She explained that the reason for holding this Special General Meeting (SGM) was because Metro Bank require signed minutes confirming the ONB Cttee agreed to the requirements as set out in the 14th March 2023 minutes. As the next ONB Cttee mtg was not until 9th May 23, a SGM was required to get the minutes approved and signed so that the ONB Treasurer could commence moving the ONB bank accounts from Barclays Bank to Metro Bank.</p> <p>It was agreed that the minutes were an accurate record, and they were duly signed by the Chair.</p>	
3.	Matters Arising from Previous Mtg	<p>The following matters arising remained from the previous mtg:</p> <ol style="list-style-type: none"> Constitution Checker. The Chair advised that Steve Fabes from Didcot Barramundi SC had agreed to take on this role and asked that the Sec forward him details of the role. Podium at Blackbird Leys. COSC Chair confirmed that just the top of the podium needs replacing (the main box is fine); the Club will obtain an estimate for repair and will aim to cover from club funds. Chair COSC will update at the next ONB mtg. The ONB Sec position remains vacant. The Chair stressed that this position must be filled and asked Clubs advertise to this position. 	<p>ONB Sec</p> <p>Chair COSC</p>

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		<p>4. County Development Camp. It was confirmed that the Stantonbury pool had been selected as that was the only pool available for hire.</p> <p>All other matters arising had either been addressed or would be covered during the meeting.</p>	
4.	SGM AOB	There were no SGM AOB matters arising.	
5.	Intercounties	<p>Although Intercounties will not take place until later in the year, the ONB Team organising Intercounties had asked that it be added to the SGM Agenda as they needed some decisions to be made regarding whether or not an overnight stay was agreed now they had some clarification around costs. The Chair explained that even if we charged swimmers for the full cost of their overnight accommodation, dinner, breakfast and lunch, that ONB would be looking at an overall loss of @£3-4,000.</p> <p>Chantal Clavuad (ONB Lead TM) explained that the Intercounties Gala, which takes place at Sheffield, is a very long day. Last year the team left Oxford @6am and didn't return until @8.30pm. This very long day impacted on swimmer's performance. Pre-covid the ONB Intercounties team had an overnight stay which included a training session the day before and found that this helped team building and meant that swimmers were fresh for the competition and swam faster. The team going to Intercounties would include the swimmers, Head Coach, Lead TM, Boys & Girls TM, up to 2 officials and the ONB President. The Officials/President may choose to travel up on the day instead. Paul Baybutt as County Coord Sec has liaised with hotels regarding accommodation/refreshments and noted that while costs have still to be firmed up, that the financial indications given to the Treasurer were reasonable. Costs have been based on 24 swimmers but may increase to 30 swimmers; swimmers would share a twin room assuming the hotel will allow juveniles to share a room together. The Travel Lodge has stipulated that every juvenile would have to have an adult staying with them, so that hotel is not an option. The Novatel has agreed to juveniles sharing a room and we await confirmation from the Holiday Inn Express. Confirmation of food costs are also awaited. It was suggested that hotels outside Sheffield be considered as this may reduce costs; Paul will investigate this with Oliver Stockland. It was confirmed that TMs and coaches are not reimbursed for taking part in Intercounties. ONB may need to accommodate the coach driver; this is to be clarified.</p> <p>The Intercounties team were keen to travel up to Intercounties the day before the competition, to enable a training session to be undertaken, allow for team bonding and cohesion and to ensure that swimmers and coaches arrived for the competition fresh and ready for the day. ONB were keen to be promoted to Division 1 and to enable our swimmers to be able to compete on the day to the best of their ability, it made sense to travel up the day before. There was much discussion around cost to swimmers (estimated at @£95 per swimmer) and concerns that swimmers may drop out due to the cost. ONB and many clubs offer a hardship fund and it was recommended that swimmers struggling to fund Intercounties</p>	ONB County Coord/President

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		<p>participation may need to be signposted to various hardship funds. It was noted that SE tend to charge swimmers @£50. If ONB followed suit, then the cost to ONB would increase. There was then a wider discussion around whether ONB County would have to start charging County fees; this is a matter to be discussed at a later date and is very much dependent on profit from County Championships. Initial indications are that pool hire charges will increase significantly – this will become clearer following the County Championship Debrief Mtg on 25th April. While it was accepted that ONB have sufficient funds, there were concerns that ONB shouldn't over commit itself and concerns around longevity of funding an overnight Intercounties.</p> <p>Decisions. The Cttee unanimously decided that:</p> <ol style="list-style-type: none"> 1. The Intercounties Team should have an overnight stay, to include a training session the day before. 2. Swimmers would be charged a maximum of £50 per swimmer. 3. The decision for an overnight stay is for this year only and future Intercounties overnight stays would be revisited and decisions aligned to outcome of County Championship profits. <p>The Cttee thanked Paul and Chantal for all their hard work and efforts regarding Intercounties arrangements.</p>	
6.	AOB	The Chair thanked all for attending the SGM.	

The Special General Meeting closed at 19:40hrs.

The **County Championships Debrief**, which will be virtual, will be held **at 7pm on Tuesday 25th April**.

The **next ONB Cttee mtg**, which will be virtual, will be held at **7pm on Tuesday 9th May 2023**.

Nicky Mellings
ONB Sec

Date: 12th April 2023

Chair Signature:

Date: