



PNSC Committee Meeting

Meeting Number: 2021 #17

Date/ Time: 16 December 2021 (1930)

Venue: Zoom

Attendees: Laura Bradley (Treasurer), Gemma Clinton (Membership Secretary), Ryan Clay (Vice-chair), Marieta Candal-Couto (Chair), Emma Kettle (Secretary), Lorraine Robinson (Welfare), Andrew Robinson (Governance), and Adam Parfitt (Head Coach), Georgina Scriven (Swimmark).

1. Vacancies/ recruitment update – Vice Chair

- 1.1. Two recruitments have closed.
- 1.2. Club Manager appointed - Gemma Clinton. Confidential item.
- 1.3. Senior Performance Coach role - closed last Friday, 9 applications received.

CONFIDENTIAL item

- 1.4. Club Secretary role update – Emma won't be standing again for this role and is out of action in January. All agreed Georgina Scriven to support the Secretary role until AGM takes place. Emma is very open to supporting the club going forward.

2. AGM Organisation

- 2.1. Notification to members – Inform members of arrangements, agenda and committee nominations.
- 2.2. Date/ time/room - MTB large room booked, zoom tbc. AGM Thursday 27 January 2022.
- 2.3. Presentation – Chair to lead on developing presentation.
- 2.4. Annual accounts – Treasurer to present.
- 2.5. Charity – Governance to present.
- 2.6. External Speaker – Chair to research.
- 2.7. Head Coach – to update at AGM.

3. Update of club kit – Marieta

- 3.1. Finis, Speedo and TYR contacted – Speedo concern is they don't work with third parties but we'd have to do the distribution, all agreed this is too much to take on.
- 3.2. Kit Kabin is the best option currently. Next steps secure samples.



4. **Learn to Swim - Marieta**
 - 4.1. Another day made possible, this will widen our base.
 - 4.2. **CONFIDENTIAL: item.**

5. **New timetable – Head Coach**
 - 5.1. University pool not available until February 22.
 - 5.2. Working on a new timetable – changes on times – should be signed off by 24 Dec. Messaging around the squad moves vital.

6. **Membership updates**
 - 6.1. Numbers may drop at the end of December, L2S natural drop off – works on a termly basis, some members left at the end of term without notice.

7. **AOB**
 - 7.1. Treasure – strategy session 9 January – prior to AGM.
 - 7.2. **CONFIDENTIAL item**
 - 7.3. **CONFIDENTIAL item**
 - 7.4. **CONFIDENTIAL item**
 - 7.5. Young volunteers – 2 x signed up – Lorraine to follow up.
 - 7.6. Arena League good feedback.

Date of Next meeting TBC.