

# Aquae Sulis Network Committee Meeting

Network Members: Bath Dolphins, Bradford on Avon, Calne Alpha Four, Chippenham, Corsham, Frome, Keynsham, Melksham, Norton Radstock, Trowbridge, Warminster, Westbury

## Minutes of the meeting held on 11/07/2016 at Bath STV

### **Attendees:** Susie Hann, ASPSC Chair

John Dougall, ASPSC Head Coach  
Jim Durrant, ASPSC  
Julia Barton, ASPSC Treasurer  
Karen Bowen, ASPSC Workforce development officer  
Matt Lawman, ASPSC Communications Officer  
Dave Wordley, ASPSC Coach Liaison Officer  
Wendy Hood, ASPSC Fundraising Officer  
Emily Taylor, ASA Club development officer  
Lindsay Dunn, ASA Programmes Officer  
John Warren, Keynsham  
Chris Metcalfe, Keynsham  
Kay Willcox, Norton Radstock  
Nicky Vouse, Norton Radstock  
Paul Sartain, Bath Dolphin  
Andy Elliott, Chippenham

**1.0 Apologies:** Chrissie Lamb, ASPSC Secretary; Dave Beament, Keynsham; Richie Lamb, Calne; Stephen Pyne & Barry Heywood, Westbury; Rachel Ashworth, ASPSC.

**2.0 Minutes from the previous Network Committee Meeting (NCM).** These were agreed as a true and correct record of the previous meeting and signed off.

### **3.0 Matters arising from the previous minutes.**

KB requested that Swim 21 and workforce training be added to the agenda for the meeting. Analysis of the last years' workforce training was needed to ensure course needs were met going forward. Notice of courses would be sent out in September and KB requested that forms be returned to her asap to ensure all courses could be attended by all clubs. An timetable of courses would be drawn up for the year ahead and asked the club representatives present to let her know what courses they would like to see on the timetable. ET stated that simple templates were available to use for sending in course requests. The network clubs agreed that they would use these templates to submit course requirements. SH stated that informal courses more tailor made to individual clubs' needs could be discussed at informal network reviews.

### **4.0 Constitution amendments**

It was reported that the constitution as agreed at the last NCM had been sent to Alun Withers with amendments and had been approved. Further amendments would be put in place before the AGM and ratified then. SH asked if there were any volunteers present who would be interested in helping formulate the amendments. Paul Sartain stated that he would be happy to quality assure any changes.

**ACTION:** ASPSC would make the amendments and circulate them to the network clubs before the AGM.

### **5.0 Appointment of Welfare Officer**

Jim Durrant had agreed to take on the Welfare Officer role temporarily whilst a permanent officer was sought. It was felt that there could be conflict here as Jim was also an independent adviser to the ASPSC committee.

It was proposed that Jim Durrant would take over as Welfare Officer and stand down from the role of Independent Adviser until further notice. A vote was taken and the meeting voted unanimously in favour of this.

## **6.0 Aquae Sulis Re-Structure Update**

John Dougall reported that interviews and informal chats had been held with swimmers about their place in the new squads. The national squad was full and there were 4 places remaining on the regional squad. Network clubs would be asked to put forward any suitable swimmers for these places. The pool time for the new season had been agreed and Mike Muckelt would be returning to AS as land training coach. JD would circulate a competition calendar. Network clubs had been told, via the network contact and head coach info held on the AS database, of swimmers who were returning to their home clubs and JD would talk to head coaches to ensure a smooth pathway back for swimmers. Kay Wilcox requested that a statement be provided by AS that all clubs could post on their websites regarding the new structure. Karen Bowen reported that the development plan stated that JD would visit network clubs next season and clubs should request a visit from him and inform KB that he is visiting. Lindsey Dunn stated that an open invitation to attend ASPSC training sessions was offered to network club coaches.

## **7.0 Coaching Contract Review Update**

Dave Wordley was in the process of reviewing the coaching contract and a draft of the process of awarding and terminating coach contracts would be reviewed by the Network Clubs after the next AS management committee meeting. This was an area that the Network Clubs had agreed they would like say in, and any termination should be approved by the network.

## **8.0 Open Meets**

SH reported that the level 3 gala had taken place at Millfield and had been well received although low on numbers. There had been a reduction in the pool hire rate due to Millfield holding an open day. The gala had been promptly signed off by Lindsey Leffers who had agreed that the license for the November Level 2 meet would be approved if our September meet runs smoothly. LD asked if all the network clubs had taken part in the gala. They had not but some did offer help elsewhere which had been greatly appreciated by ASPSC. Kay Wilcox stated that the Sumer Splash Meet had been organised at such short notice that it had been difficult for all clubs to take part. The club would now set up a full programme for the November meet. An Open Meet tab was now on the ASPSC website which showed the dates of all forthcoming galas. ASPSC now had a competent management team for the Open Meets.

## **9.0 Update from Network Clubs**

KB reported that Chris Metcalfe was now a qualified team manager course presenter and asked if anyone else was interested in becoming trained as one. Kay Wilcox thanked KB for organising the level 2 coaching session that had taken place poolside at the university and commented on the brilliant behaviour of the children involved. JD stated how important it was for coaches to learn skills poolside as this was where confidence was built. KB stated there had been a difference in ability within the trainee coaches on the course. LD reported that a review of coaching qualifications was underway within the ASA. Lindsey Dunn stated that between September and December there was a lot of opportunity for Coach Development for regional and development level coaches with camps being run for both. There were also national phase 1 and 2 camps running and JD would circulate info about this. There would be a symposium on 13 November at Millfield which would be live streamed with a focus this year on stroke development and land training intervention.

Jamie Forrest reported that attendance numbers were down at BOA, perhaps due to it being the end of term. He reported that a BOA parent was an industrial diver who would be happy to do some underwater filming to aid training sessions if required.

SH reported that Frome Club was now back in its pool after an 8 month closure. Much of the squad was unfortunately depleted due to the closure and it would take a long time to rebuild the squad. The development squad had been unaffected which was good.

Lindsey Dunn stated that she was extremely pleased how the network clubs had come together to support the re-shape of ASPSC.

Emily Taylor wanted to make sure all clubs were aware of the "Sports Matters" with Wesport and WASPS delivering club matters' workshops run by professionals from marketing, sponsorship, management etc. KB stated that the Swim 21 accreditation would be due in by February and the constitution would need to be finalised for then.

#### **10.0 Date and time of next Network Committee Meeting and forward agenda items.**

The next meeting would take place on 12 September at 6.30pm. It was agreed that four meetings per year would take place and dates would be established for one year ahead.

Forward agenda items:

- Constitution amendments
- Future dates