

Patrons: Sharron Davies MBE, Stephanie Millward MBE  
Director of Coaching: Graeme Antwhistle

#### Committee Members:

**Chair:** Chris Chudleigh (CC), **Vice-Chair:** Sarah Gillet (SG), **Secretary:** Kate Watts (KW), **Treasurer:** Mark Kelly (MK), **Head Coach:** Chris Alderton (CA), **Workforce:** Nicola Butcher (NB), **Fundraising:** Vacant, **Communications:** Vacant, **Competition Secretary:** Vacant, **Deputy Competition Secretary:** Helen Ward (HW) **Membership:** Suzanne Prichard (SP), **Welfare Officer:** Jim Durrant (JD), **Open Meet Manager:** Dave Crawford (DC), **SwimMark Co-ordinator:** Steve Jackson (SJ), **Academy Co-ordinator:** Vacant

#### Committee meeting minutes

8<sup>th</sup> July 2020 at 5:15pm – online call

**Apologies for absence:** Dave Crawford, Jim Durrant, Sarah Gillet, Steve Jackson, Suzanne Prichard

**Review of minutes from previous meeting:** - No comments received regarding the minutes from the committee meeting on 1<sup>st</sup> June 2020 so taken as approved.

**Section reports:** - No section reports were provided prior to the committee meeting, but verbal updates were provided by the following during the meeting: -

- Head Coach
- Treasurer
- Workforce

#### **Other items:**

- CA provided a verbal report to the committee members in attendance. Items covered included: -
  - CA has been in contact with Millfield. The conversation included a discussion about possible meets before the end of 2020, but there is no guidance from Swim England on this currently. [**Action:** CA to contact DC to share details of the conversation regarding meets]
  - CA advised that there is no information available currently about the Somerset County competition yet for 2021
- MK provided a verbal report to the committee members in attendance. Items covered included: -
  - Income received for month to 6<sup>th</sup> July, 2020
  - HW asked about grants available. CC mentioned a crowdfunding option [**Action:** CC to investigate this further and provide details to the committee] [**Action:** MK to investigate if the Swimathon funding is still available and if TBAS would qualify for this and advise the committee accordingly]. CA advised that there has been no response to the Magic Little Grant application yet.

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- NB provided a verbal report to the committee members in attendance. Items covered included: -
  - NB is in the process of asking volunteers to upload their current safeguarding certificate to the OMS
  - Additional access is required on the OMS to provide PDF report required for SwimMark submission by the end of July 2020. [**Action:** KW to contact SP to request this access for NB]

**AOB:**

- Wavepower 2020-2023. Committee members in attendance at meeting approved the updated codes of conduct and policies/guidance issued by KW in line with Wavepower 2020-2023. [**Action:** KW to share all documents with Tess and David (Deputy welfare officers for TBAS)] [**Action:** KW to contact SP to ask for advice on updating the Codes of Conduct on the TBAS website and asking all to complete these]

**Next meeting:** Monday 3<sup>rd</sup> August 2020 at 5pm

**Remaining meeting dates for 2020: -**

- 7<sup>th</sup> September 2020
- 5<sup>th</sup> October 2020
- 2<sup>nd</sup> November 2020
- 7<sup>th</sup> December 2020



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### **Treasurer's Report - Committee Meeting June 2020**

With Lockdown continuing there is limited activity with fees being paid in and coaching fees being paid out. For your information the income received during June was £4495.80, the outgoings were £5379.69 making a negative of £883.89 for the month. The balance at the bank on 30.6.20 was £41,872.53 cr.

I have attached the Profit and loss and balance sheet for this period

Mark Kelly 16/08/2020