



Patrons: Sharron Davies MBE, Stephanie Millward MBE

Committee Members:

Interim Chair Sean O'Connor(SO), Secretary Sue Criddle(SC), Treasurer Julia Barton (JB) Director of Coaching Graeme Antwhistle(GA) Head Coach-Chris Alderton(CA) Workforce - Karen Bowen (KB), Fundraising - Wendy Hood (WH), Communications Jamie McNeil(JM) Special Advisor Sean O'Connor(SO) Competition Secretary-Nick Bown(NB)Coach Liaison -Vacant , Membership- Sally Fowler-(SF) Welfare Officer- Jim Durrant (JD), Open Meet Manager,(Vacant) Swim21 Coordinator Kate Watts(KW)

Committee Meeting Meeting held on

Tuesday 20th June & Thursday 29th June 2017
Bath Uni at 6.00pm

1. **Apologies for Absence:(20th)** Nick Sally
2. **Minutes of Previous Meeting:** agreed Action SC
3. **Matters arising from Previous Minutes**
4. Kit:looking at a TYR source for kit Action Chris
5. Sponsorship update: Confidential
6. **Correspondence:**Resignation of Chair Adrian Sharman: Unanimous acceptance by committee after consultation with Emily Taylor(ASASW).Thanks for all he has done for the club. Communication statement to members agreed by Arian SC to write to Adrian on behalf of committee.
Sean O'Connor to take over as interim Chair until AGM Proposed Karen seconded Jamie
7. **Section Reports**
8. Treasurer: attached Fees agreed as £60 Transition £98 for Tier1&2 Potential and £110 Tier3 £120 for Performance Squad. New members £45 joining fee non returnable due to people not giving 1 months notice and increase in fees for open meet passes.
9. Head Coach: Very successful with National selection for Laura-committee decided to buy a trophy in recognition of Laura's achievement. Misty selected for South West. New criteria and Squad selection underway for presentation to Network and parents.
10. Workforce:attached
11. Swim21:attached
12. Fundraising:no report
13. Open Meet-update:sub committee
14. Competition Secretary:attached
15. Communications:no report
16. Overseas Camp-update : report attached in the next week communication to interested participants high estimate £1200.
17. **AOB**
 - (1)Election of Adrian Sharman to Open meet secretary:Adrian has decided he would like to be a volunteer Therefore after discussion Dave Wordly proposed Jamie seconded Karen. Open meet sub committee : Adrian, Chris, Sean, Nat.
 - (2)Keynsham discussion: After email exchange over last week. Reply to go to Chair of Keynsham saying individual MOU's will be discussed , but only after meeting 17th July between Lindsay,Chris and Matt P and when the club hasits new structure in place.

Communications to be between Chair of TBAS and Chair of Keynsham. Action San to draft email for circulation.

(3) Bank signatories to be Sean and Sue along with Julia:Action Julia

Next meeting TBC

Karen Bowen- Report for Team Bath AS- 29th June 2017

Club Development and Workforce

18. A successful visit by Fiona Bowen on Saturday 3rd of June, Chris provided an update in his report about possibilities for the future.
19. The Backstroke Masterclass provided by Graeme Antwhistle was full and there were many positive comments and feedback. Graeme has provided the classroom presentation for all coaches which has been distributed. We have received £203.00 from the SW Swimming committee to enable cost per coach to be only £10. Thank you for supporting this coach development opportunity.

A special note of thanks to Graeme for providing this masterclass, we would hope to have the chance of another one in the future.

SWIM mark update from Club development- awaiting confirmation from Chris that the Introduction to Disability course has been completed, also still awaiting some information for the personnel records from other members.

Officials Training- 11 attended the officials training on 20th June, the second workshop is on 2nd July. 5 are members of Team Bath AS. Somerset ASA have kindly agreed to refund the costs of the room hire for the event.

Swim England coaching course successful provided by Team Bath AS and Soundwell. 9 candidates completed the course run by Wendy Dalton. Thank you to all the coaches involved and to Chris for providing all the sets and information to the tutor in advance of the course. The Institute of Swimming have paid the invoice covering the room hire for the event.

Nutrition course- awaiting dates from Renee McGregor.

Swim England Coaching Swimming Course Blended Learning** is now advertised on the IOS. I have booked Mike onto the course and am seeking some help towards funding as the cost was £510. Mike will need to complete the on-line section over the summer and then attend face to face session during late Sept and October. We may need cover for land training during this period. This has been advertised to the network.

Social Event- the Picnic at Victoria Park in Bath on the 25th June was well attended and open to all members and their families. Many thanks to Ann for organising. For next year she would like to try and provide a social calendar to include a Christmas party and summer event.

Relay Team have been entered.

Team Bath AS has taken part in Volunteers Week and would like to nominate a person for July to the SW volunteer of the month- please discuss.

Update on the Abroad Camp- provided in a separate report.

Kate Watts – Report for Team Bath AS May/June 2017

SwimMark

20. SwimMark, the new identity for Swim21 club accreditation, went live on 13th June 2017
21. Accreditation stays the same recognising quality governance, effectiveness and sustainable growth in clubs
22. SwimMark Essential Club and SwimMark Network logos have been downloaded and will be provided to Chris H for inclusion on the TeamBath AS website and to Jamie McNeil for inclusion on communications (including information on how to use the logos)
23. I am continuing to gather evidence for the required 16 elements for the Team Bath AS accreditation (thank you to everyone for your responses). All evidence must be submitted by 31st July, 2017
24. Elements outstanding (some because they have not been requested yet) are: -
 1. Club Chairs statement (E7)
 2. Membership form for volunteers – same as for swimmers? (E9)
 3. Club Emergency Procedures sheet (E11)
 4. Personnel record of club workforce (E13)
 5. **Proof of completion of completion of IoS (Institute of Swimming) Introduction to Disability Swimming online CPD (E15)**

Competition Secretary's Report for May 2017

Entries summary for this month

City of Bristol Summer Level 3 meet, 8th-9th July

	Female	Male	Total
Number of athlete entries	21	9	30
Number of individual event entries	143	64	207

Costs:

207 entries @ £6 =	£1242
3 coach passes @ £15 =	£45
Total paid:	£1287

Finalised entries

	Female	Male	Total
Number of athlete entries	15	9	24
Number of individual event entries	49	39	88

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Actual costs

88 entries @ £6 =	£528
2 coach passes @ £15 =	£30
Total costs:	£558

Refund expected: £729

Upcoming meet plan

Club Records

New records since last committee meeting for ratification – none this month

Abroad Camp Update

Chris and I have met to plan details of the Abroad Camp for October 2018.

An email with our initial request has been received by Steve Mellor at Sports Abroad and he has given us some prices. We need further information in order to make a decision.

The main choices are those that have more frequent flights from Bristol airport- Majorca/ Palma airport and Torremolinos/ Malaga airport.

There were 23 replies showing interest and enough to warrant having 3 lanes.

We plan to have 2 coaches and 2 team members. Training will need to be organised for them and this will be a priority in the months September to December 2017 to include Safeguarding, tM1 and TM2. This would be followed by an away meet or training in order to trial some of the procedures.

We have all the details from the previous camps including previous letters to parent and alerts, insurance company details etc and will discuss payment options with Julia. Loren will need to be involved with the risk assessments.

We will return to the committee with a costed budget before confirming a booking as it would commit the club to full costs.

I will bring details of our initial request to the meeting.

Karen Bowen June 2017