



Patrons: Sharron Davies MBE, Stephanie Millward MBE

### **Committee Members:**

*Chair Sean O'Connor(SO), Secretary Interim Sue Criddle, Treasurer: Nicki Hammond(NH) Director of Coaching Graeme Antwhistle(GA) Head Coach-Chris Alderton(CA) Workforce - Karen Bowen (KB), Fundraising:Dave Crawford(DC) Communications Karen Saunders(KS) Special Advisor Vacant. Competition Secretary-Sally Fowler(SF), Membership- Suzanne Prichard(SP) Welfare Officer- Jim Durrant (JD), Open Meet Manager Nick Bown(NB) Swim21 Coordinator Kate Watts(KW)Academy Co-ordinator: Steve Williams(SW)*

### **Committee Meeting Meeting held on**

Tuesday 12<sup>th</sup> March 2019, Bath Uni at 6p-8pm Lecture Theatre.

1. **Apologies for Absence: Jim,Dave Nikki**
2. **Minutes of Previous Meeting:**to be recirculated nd agreed at next meeting.
3. **Matters arising from Previous Minutes/Meeting ;**
  - I. **Redacted**

Sub- committee to discuss new job description to reflect on change of Club Structure,Committee aware that we have a responsibility to the membership. Performance related pay,KPI's( committee to submit these)Sean to look at models for other Performance clubs and the remuneration for Head Coach Pay.Steve volunteered as he has commercial experience. We may need to bring in external advice. To be discussed at next meeting.
  - II. **Volunteers:** To invoice the people who have not informed us as per previous decision. Academy volunteers to do less hours proposed 10 over a year but this needs to be looked at with the different squads.
  - III. **Taster Days and Development of Academy:** see academy report
  - IV. **Redacted**

Now we can hold our June meet-to hold finals Sean suggested that the finals be per session not at the end of the day. Price race to be £8. Need to be advertised.Prizes required for finalists Age groups 13,14/15,16+ finals to be 15and under and Senior A and B
  - V. **Progression chart through the program:**nil
  - VI. **Request pool time for a summer training camp at Uni:**nil
4. **Correspondence:** nil reported
5. **Section Reports**
6. *Chair: Uni*
7. *Treasurer:*
8. *Head Coach:*
9. *Workforce:*
10. *SwimMark*

11. Fundraising:
12. Open Meet-update:
13. Competition Secretary:
14. Communications
15. Academy Coordinator report.
16. AOB
  - 1.. Advert for another Level 2 coach/teacher required as student coaches will be leaving soon- we now need a person who ia available all year as the Academy has grown. Action:SE/KB
  2. Family support fund:not discussed.

### **Treasurer's Report – Committee Meeting 12/03/19**

I have attached the Profit & Loss Report and Balance Sheet as of 28/02/19.

The Profit for the period 01/09/18-28/02/19 stands at £1,772.27 for these five months. I have chased for Mike's invoice for February but have not received this yet, this will affect the figures.

The attached Balance Sheet shows as of the 28/02/19 we had £51,433 cash in the bank. The overall worth of the club is £49,102.

I have been working alongside Steve Williams and believe we are there on the academy accounts but will keep working together to ensure this is kept up to date.

I have attached the Profit & Loss for our February Meet, all refunds have had credit notes raised and sent to the relevant clubs/individuals and we are only waiting for the last 2 to respond to issue the refund. All these have been taken into account in the Profit & Loss. We are also only outstanding on fee of £7, the swimmer has been issued an invoice and this is also included in the figures. I believe all costs have been accounted for unless there is some time of Mike's, which I will account for if necessary when his invoice is received.

For the balance sheet prepayments, accruals and income in advance figures – please see attached for the breakdown.

All away meets in March, this list of entries has been provided by Sally and all invoices have been sent to the swimmers.

Nikki Hammond

09/03/19

## Club Development/ Workforce March 2019 Update

**Age Group Development Clinic with Nutrition and Technique session- SOLD OUT.** Thanks to Eva and Liam for running a successful clinic. Certificate emailed and nutrition info posted

**REDACTED**

**Development Clinic** will be run on 17<sup>th</sup> for Norton Radstock swimmers with Liam, cost £10 per places with 2x 1 hour sessions. So far 29 swimmers

**Nutrition Workshops** to be run on 17<sup>th</sup> March and 26<sup>th</sup> March by Eva at £10 per swimmer plus parent or £5 masters swimmers- filling up well. The Sunday session is advertised now to other clubs.

**Strength and Conditioning Session** run by Mike on 9<sup>th</sup> February for the Academy Finish Group aimed at helping with pre-pool exercises benefiting swimming and preventing injury.

The next date for a Clinic or masterclass will be [Saturday 27<sup>th</sup> April 2019](#)

3.30-4.30pm: STV Lecture Room (full room)

5-7pm: 50m Swimming Pool (lanes 7 & 8)

Happy for someone else to run and organise?

### **Team Bath AS Masters Swimming Program**

Guy has offers Masters Swimmers the Culverhay session on Friday evening from 8pm to 9pm- no interest.

**Poolside Assistant for the Academy recruited:** these are currently being made members of Team Bath AS and signing the code of conduct. A job description has been completed. An email group has been set up and they should all start helping poolside in the next month if their DBS' is completed. They will then also need to attend Safeguarding courses.

**Training-** Nicky is trying to arrange a Timekeeper course and Safeguarding Course in the next month. Phil Butcher will be emailing details and completing the bookings.

We are aiming at Steve Boocock presenting the Safeguarding training on Saturday 27<sup>th</sup> April at a cost of £20 per place.

The Officials training is changing in the next few months. We are managing to ask for a Timekeepers course which Chris Metcalfe has offered to run, aiming at a Tuesday or a Friday evening with a one hour classroom session then a poolside assessment. Adrian has offered to help.

**Officials mentor:** Adrian has been in content with all our trainee officials and an email group is currently set up. I have asked him to write a job description for the role to link to his email address. He is keeping up to date all developments about the on-line officials training that will be brought in shortly.

**Facilities booking:** I have met with Lynn Chappell updating her on the current bookings at our various sites. She will be starting to send emails about any changes and cancellations in the near future plus also booking facilities for the season and ensuring facilities are cancelled when not in use, eg due to meets.

**Culverhay and Bath Leisure Centre** pools have been booked for the next few months and we are awaiting the invoices.

**Action:** We need to get back to Emily about the level of swimmer that will be accepted in the Academy urgently.

Other volunteers have been recruited and either met for discussions in person by email. I would hope to update the committee with a current list allocate to jobs shortly.

**Comic Relief Friday 15<sup>th</sup> March:** Aim to raise money for charity, to bring the team together for a good cause, promote the club. I will ask for a certificate afterwards to go on notice boards at the Better Leisure sites.

**800m /1500m funding-** application accepted and report needs completing to try and claim 50% of the losses for running the Friday evening.

**Network funding application** sent to SW region for Development meet- awaiting a response.  
**T shirts** ordered for the Academy- Charlotte is awaiting delivery.

**Academy kit list**- update on the Academy page.

**Action:** Steve and Dave are corresponding to handover then sell old Performance kit before the upcoming open meets as there is potential to sell to new members before a TYR order can be received. This needs to be done urgently if possible- apologies if it has already been done.

**Crowdfunding** / GLL Community Foundation presentation at Odd Down Sports Ground-3<sup>rd</sup> April- signed up

Summer Social event: Ann Cookson investigating the Waterpark again. Save the Date: Sunday 6<sup>th</sup> July

Karen Bowen

## Fundraising report March 2019

1. 300 Club – To Carry out Februarys & March's draws this week at the pool.

Do we do something similar again for next season? Ticket sales were not great. Happy to give it a go again next year, but this time perhaps sell them at a lower price?

2. Fundraising at the February meet went quite well. The raffle seemed more popular with the addition of donated prizes from Thermae Spa Bath, Bristol Zoo, Castle Combe Racing and the Roman Baths.

3. TBAS 2020 Calendar - Are the committee happy for me to proceed in getting a 2020 TBAS calendar created? with the help of Matt Lawman (He has several TBAS photos, and more to come this year)

Rough costs calculated at this stage would be about £4 cost price per calendar based on 100 calendars.

We can recover this cost and more by selling for more and having sponsorship on each month.

4. Also, currently looking into creating a Christmas raffle online. Once set up, people can simply buy their tickets online at 50p / £1 a number at anytime throughout the year. We'd need a few top prizes already in place to entice buyers.

5. Team Sponsorship - Not sure where we are with this. But is it worthwhile looking into getting a company to sponsor our Arena league campaign next season? Banners, Company name on shirts perhaps? Will need some assistance / guidance on how much to ask for etc and typically who we can / cannot approach

Many thanks

Dave

# Open Meet Manager Report for March 2019

## Grand Prix L1 meet – 15<sup>th</sup> – 17<sup>th</sup> February - Hengrove

Entries:

No. of individual entries	278
No. of club entries	1762
<b>Total</b>	<b>2040</b>

**Estimated income from entries and coach passes (before refunds and costs): £15,106**

## Calendar for other meets 2018/2019 season

Meet name	Level	Dates	Notes
Pre-National Summer Special (Sizzler?)	1	29 <sup>th</sup> -30 <sup>th</sup> June	Proposed to run heats and finals without LD events. Meet pack in preparation – <b>must be submitted by end of March</b>

## Calendar for other meets 2019/2020 season

Meet calendar for 2019/2020 season to be determined based on confirmation of licencing rules and club strategy.  
Provisional dates and pool bookings as follows:

Meet name	Level	Dates	Notes
Early Season Sprint Meet	3/4	7 <sup>th</sup> September (Sat.)	Horfield
Autumn Meet	2	15 <sup>th</sup> to 17 <sup>th</sup> November	Hengrove

Nick Bown –10<sup>th</sup> March 2019

## CURRENT COMPETITION CALENDAR

- 22 Mar Millfield L1 Meet (LD)
- 22-24 Mar Wycombe L1 Meet
- 23 Mar Network Unlicensed Development Meet
- 23-23 Mar UoB/Henleaze L1 Meet
- 30-31 Mar Yeovil L3 Meet
- 5-7 Apr City of Bristol L1 Meet
- 16-21 Apr British National Championships
- 4-6 May SE SW Region Championships (Youths)
- 11,12,18,19 May SE SW Region Championships (Age Groups)
- 29-30 Jun TBAS Pre National Summer L1 Meet
- 23-28 July British Summer Championships
- 30 Jul – 5 Aug Swim Wales Summer Open Meet
- 31 Jul – 4 Aug Swim England National Summer Meet
- 7 Sep Early Season Sprint Meet (L3?)
- 15-17 Nov TBAS Autumn L2 Meet

## MEET ENTRIES SUBMITTED

Meet	Millfield L1	Wycombe L1	Network Meet	UoB/Henleaze L1	Yeovil L3
Date	22 March	22-24 March	23 March	22-23 March	30-31 March
No of Swimmers/Entries	6/12	11/58	15/50	18/87	17/65
Cost of Entries:	£78.00	£493.00	£45.00	£612.00	£422.50
Coaches Passes	0	2	0	2	1
Cost of Coaches Passes	£-	£60.00	£-	£30.00	£16.00
Late Entries	0	2	0	3	0
Rejects/Scratches	1	18	0	0	0
Withdrawals	0	1	0	0	0
Refunds Due	£6.50	£153.00	£-	£-	£-

## NO NEW CLUB RECORDS CLAIMED



# **Communications Report – March 2019**

## **Web Site Update**

The new TU Website Update has been utilised with the web site now redesigned with a fresh, new look. During this process we have worked on producing a Gallery Section (viewable to logged in parents only) to share/showcase the pictures taken at our meets and events. The Gallery section will be live shortly once we have finalised the ordering process which will allow parents to order high resolution files of the pictures from the Gallery at £2.50/each as a fundraiser for the Club.

During this exercise we have updated the Coaching Team page, which will be expanded to include Volunteer Coaches too once we solve a glitch with TU.

Pool locations have been added with maps for all locations used by Team Bath AS (including Culverhay, Bath Leisure Centre)

### **Next:**

Rework the links, fundraising and partnerships pages.

Re-investigate links/partnerships with Swimpath/Pro Swimwear (with Suzanne)

Committee to decide about potentially re-introducing links to partner clubs??

## **First Development Clinic News**

The first Team Bath AS Age Group Development Clinic received good pre and post publicity - via news on our own site & social media and also with support from Team Bath. It was also featured on the Somerset ASA and Swim England SW Web sites and social media platforms.

<https://www.somersetasa.org/sasa/en/News/News-Items?newsid=3438>

<https://www.swimwest.org.uk/news/2019/02/27/first-team-bath-as-development-clinic-is-a-sell-out>

## **Social Media**

- Age Group Development Clinic
- Activity around Wiltshire and Somerset County Championships
- Farewell to Sylvia Sinclair
- Team Bath AS Grand Prix and attendance by Freya Anderson
- International Women's Day – our tweet was also picked up by Somerset ASA for their article on the same theme

<https://www.somersetasa.org/sasa/en/News/News-Items?newsid=3464>

- Comic Relief 'Bags of Fun' Relay – concept created and developed for Red Nose Day publicity ongoing.
- Promotion of 'Eat Like A Champion' workshop

## **Other**

Literature produced to promote our first Age Group Development Clinic

A series of posters produced (Academy & Performance) to fill the notice board space at Culverhay Leisure Centre  
Volunteer Instructions email send out to all TBAS members to formalise the need to register volunteer hours.

Karen Saunders

Communications

**March 10 2019**

# Team Bath AS Academy Report

## Membership

The Academy now has 62 swimmers (up from 54 in last report), completing 97 sessions per week. An average of 1.5 sessions per swimmer.

## Progression

4 swimmers have passed their trials for the Transition squad. 1 additional swimmer attended trial and is not ready yet. This swimmer has been retained in the program.

## Tasters

1 swimmer currently on the books for trial this Sunday. Sunday before last, 3 swimmers trialed were offered and accepted places.

## Squad Make UP

34 swimmers are solely Team Bath AS Members, 28 have affiliation to another club.

## Network Development Gala (Trowbridge)

We have 15 Academy swimmers attending.

## Recruitment

We had not re-activated recruitment yet as there was some concern about the skill levels of current swimmers in the "Start Squad". Chris / Liam and I met for two hours to agree the recruitment strategy for the Academy. We wanted to be sure that we were recruiting the right swimmers, and the program was fit for purpose.

We confirmed the entry level for the Academy is a swimmer who can demonstrate aquatic skills similar to level 8 of the learn to swim framework. This means they can swim 50m Free/Back/Breast and 25m Fly to Swim England standard. They are likely to be in school years 4/5/6. These are our target swimmers.

We confirmed that our Academy is the start of the performance pathway, that our main purpose is to develop skills and techniques working towards competitive swimming.

To that end we have agreed to publish an Academy race calendar with guidance on how many Gala's Academy swimmers should attend. These gala's will be to deliver skills under race conditions rather than chase times, or medals.

We will now actively start recruiting...

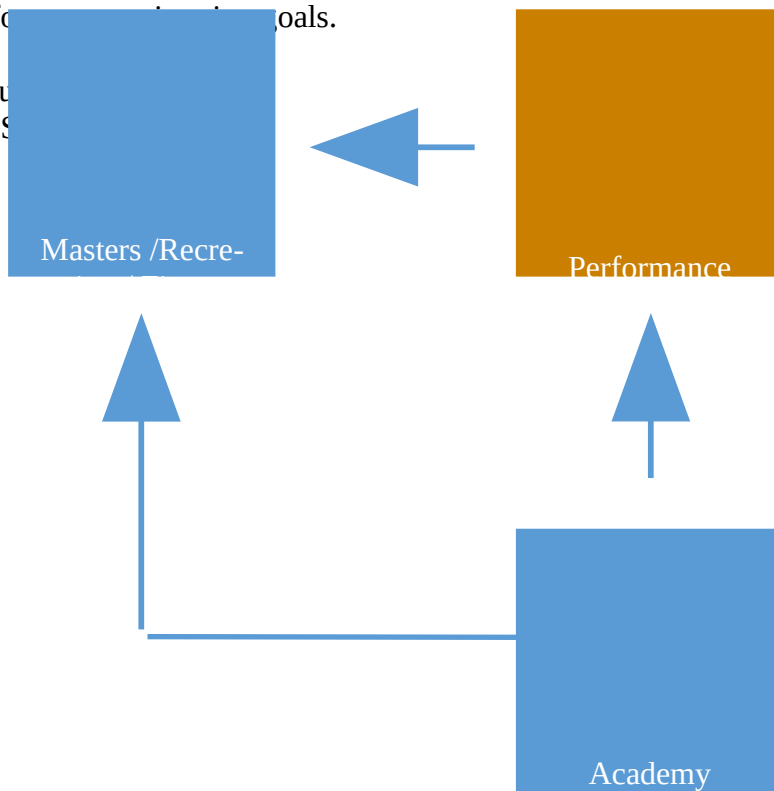
## Academy Structure

We agreed that the Academy is aimed at swimmers that wish to compete at the right level for their current skills. This leads to a potential opportunity for swimmers who decide to no longer work toward that goal, but wish to continue swimming for fitness.

We would like to support the proposal of using the Friday Culverhay session (and others as an when needed) as a fitness session for swimmers not wishing to train for performance swimming. This option gives both the Academy and Performance groups a pressure release for swimmers that no longer wish to pursue performance goals.

Liam wishes to focus on Recreation/Fitness S

rather than Masters/



## Measuring Performance

We have tried to agree a methodology for assessing performance of the Academy, one proposal was to follow the new Swim England club awards. This has been rejected by the Coaching group as to inflexible. Now we have agreed to focus on competitive swimming, we can explore other options of measuring performance, but this is still work in progress...

## Financial Contribution

With current numbers of swimmers annualised (assuming no more paid coaching), the academy would make a financial contribution of £6,865. Not including the one time joining fees of a further £2,790.

Our current pool time allows recruitment of approx 58 additional “Start Squad” swimmers at an average of £49 per month so a further contribution of £34k. (assuming additional coaches are volunteers) + Joining fees of £2,610.

Our current booked water time allows an annual financial contribution of £41k from the Academy if full to capacity (which is unlikely, as the 3 STV sessions are already near capacity).

The 4 swimmers promoted to Transition squad have added approx. an additional £3.5k pa, not included in the figures above...

### Capacity Chart for Academy

Squad	Number in squad	Sat STV 12pm to 1pm	Sat STV 1pm to 2pm	Sat STV 2pm to 3pm	Bath LS Mon 8-9pm	CH Wed 8pm to 9pm	CH Fri 8-9pm	CH Sun 2pm to 4pm	CH Sun 3pm to 4pm	Total Sessions
<b>Finish</b>	29	26			8	12				74
<b>Turn</b>	19		19					6		46
<b>Start</b>	14			14					6	35
<b>Totals</b>	62	26	19	14	14	12	0	6	6	155
<b>Lanes</b>		4	2	2	3	3	3	3	3	23
<b>Per Lane</b>		6	6	6	6	6	6	6	6	6
<b>Optimal Capacity</b>		24	12	12	18	18	18	18	18	138
<b>Optimal Places available</b>		-2	-7	-2	4	6	18	12	12	41
<b>Per Lane</b>		8	8	8	8	8	9	8	8	8
<b>Stressed Capacity</b>		32	16	16	24	24	24	24	24	184
<b>Stressed Places available</b>		6	-3	2	10	12	24	18	18	87

