



Patrons: Sharron Davies MBE, Stephanie Millward MBE

Committee Members:

Chair: Nick Bown(NB), Secretary 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-Vacant, Membership- Suzanne Prichard(SP) Welfare Officer- Jim Durrant (JD), Open Meet Manager Nick Bown(NB) Swim21 Coordinator Kate Watts(KW)Academy Co -ordinator: Karen Bowen (KB)

Committee Meeting Minutes

Friday 14th June 2019 in the lecture Theatre STV Bath.

- **Apologies for Absence: Jim, Adrian, Nikki**
- **Minutes of Previous Meeting** to be agreed and signed as true and correct record: to put copy on Website under Team Info:propose;Karen S Seconded; Suzanne
- **Matters arising from Previous Minutes/Meeting ;**
- Update on Chris' contract: Sue to speak to Chris and Adrian to clarify outstanding points and update contract ready for signing.
- Update on Taster Day. Academy Teacher ; update: Emma Heaton to be offered the post as Academy teacher; first 3 months on a casual contract to be the probation period then review. Aim to have working by 22/23rd? Action:Sue & Chris
Taster 27 booked/20 attended all have been offered a position probably 15 will take up.
- September 14th for next Academy taster day.Action Karen S to update flier and to start advertising.
- Transition trials; need an update/result/start date from Chris; Action Sue to speak to Chris
- Schools progress:Paragon school had a masterclass from Liam. Invite to go to Monkton School Moorlands not ready at present.
- Schools gala at Bath Leisure centre; 5th July to attend as a presence to help if needed.
- Westsport are promoting our courses/taster days
- Millfield: awaiting contract Action Nick
- Fee increase:Academy fees to stay the same. Fees sent to Nikki for clarification andChris to confirm some of the squad criteria.
- Squad changes; To be ready for parents meeting
- parents meeting; June week of 24th proposed-Action Karen B and Chris
- **Correspondence: Team Bath Synchro: Karen to meet with the Chair of Bath Synchro to clarify what they want.**
- **Section Reports**

1. Chair:
2. Treasurer: See attachments
3. Head Coach:
4. Workforce:
5. Swim21
6. Fundraising:see below
7. Open Meet-update:see attachment for update.
8. Competition Secretary:
9. Communications:see below
10. AOB

- Appointment of new competition secretary: to put out and advery Helen Ward has been approached.
- September meet is to be level 4 to invite whole club.

Treasurer's Report – Committee Meeting June 2019

I have attached the Profit & Loss Report and Balance Sheet as of 31.05.19

The accounts show a loss for the period 01/09/18-31/05/19 of £14,370.00 for the first 9 months of this financial year.

The attached Balance Sheet shows as of the 31/05/19 we had £6,711 cash in the bank. The overall worth of the club is £32,956.00.

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

All invoices to swimmers have been raised where necessary for either fees, kit or meets. Statements have been sent out to all accounts where there is any overdue money.

All invoices received for the month had been included in the accounts. Monies received for our June meet and invoices/costs for the COB meet for July are all included in the balance sheet under income in advance and prepayments.

For approval from the committee is the budget for 2019/20 season, the income is based on a new fee structure below and the current swimmers we have plus an additional 30 swimmers at 1 sessions per week for the Academy

Academy

1 session	£45
Start (2 sessions)	£60
Turn (2 sessions)	£60
Finish (2 sessions)	£60
Finish (3 sessions)	£70

Main Squads (Age Potential/Youth Potential/Transition/Performance)

5 sessions	£ 95 transition (88.00)	£96.80
6 sessions	£120 age potential (107.50)	£118.25
7 sessions	£135 youth potential (121.00)	£133.10
Full	£145 performance (132.00)	£145.20

Masters based on current swimmers and the fees they pay, plus an additional 5 swimmers at 1 session per week (£20).

With the fee increases and the potential new swimmers we should achieve a profit for the season of around £5000. I don't believe we have any other choice but to increase these fees – the increase reflects the 9% cost increase we have to absorb from the University and so the costs are basically just being passed onto the swimmers at roughly the same % - so very justified for us to be able to continue.

The budget includes the Horfield meet plus 4 meets with Millfield (with a base profit of \$4000 per meet).

The budget needs approval for the Swim21 accreditation (copy of the form format for this has been attached with the report).

I am showing Stephanie the Xero software in July but feel we would still be best to get another volunteer to do the Treasurer role, as due to Steph's swimming commitments I am not convinced she will have enough time to dedicate to the role as it will be imperative for these to be kept up to date in order for the new committee (whomever they maybe) to be able to keep the club going in the right direction.

I am more than happy to train any new treasurer on the software and the spreadsheets I have set up and will be happy to be a sounding board for the first few months after the role has been taking over but would really like to have someone trained and in place ready for the AGM.

Nikki Hammond

09/06/19

Fundraising report June 2019

1. 300 Club – May's results below

May-19	73	£10	148	£15	295	£25	288	£50
Winner	Pat Ashman		Julia Barton		Daniel Phillips		Ciaran O'Connor	

Winners have been emailed

2. Request for raffle donations has gone out for our June Meet.

3. Request also has gone out to parents seeking any potential sponsorship, perhaps for our arena league team as a starter?

4. 2020 Team Bath AS Calendar, to be sold leading up to Christmas - Are the committee happy for me to go ahead and get the ball rolling on this?

What Data Protection / Privacy steps do we need to take concerning the publication of this? Ideally it will have an array of photos that already that get posted on Twitter, Instagram etc.

Ideally also, the Calendar will show a list of known events for 2020, Regionals, Nationals, open meets etc.

Many thanks

Dave

Communications Report – June 2019

Newsletter Published 2 May 2019

Appeared on Somerset ASA & Swim England South West web sites.

Also shared by Team Bath

https://uk.teamunify.com/reczzasuk/UserFiles/File/Newsletters/newsletter-may-2019_084906.pdf

Web Site Updates

Academy Section of Web Site updated with new Academy Squad Criteria

Team Bath AS Publicity Overview

Academy Taster Day – 8 June

Publicity Material produced and Taster Day promoted on Social Media, Somerset ASA.

Volunteers Week 1-7 June

Daily thank you posts on Twitter and Facebook focusing on key volunteering individuals and key groups of volunteers – great coverage received.

Coaching Week 3-9 June

Social Media in recognition of our coaching team.

Development Clinics / Workshops

Publicity Material & Posters Produced for four Clinics/Workshops

1. Eat Like A Champion 26 March
2. 'Starts, Turns & Finishes' Development Clinic – 27 April
3. Improve Your Starts – 15 June
4. Ready to Race – 6 July

All Clinics Sold Out after publicity on

- Team Bath AS Website
- Facebook/Twitter
- Somerset ASA Web Site

Courses Publicity

Safeguarding & Child Protection Course – on our web site Social Media and Somerset ASA Web Site

Publicity for the Team Bath AS Pre-National Summer Meet

Our Web site/Social Media

Somerset ASA web site

Swim England South West Web Site

Other Social Media to Promote

1. Masters Squad
2. Easy Fundraising
3. 300 Club Winners
4. Swim Teacher Recruitment
5. Peter Mould's Somerset Young Volunteer of the Year Nomination/Result
6. Publicity of Mike's Land Training Video Clips extended to Facebook & Instagram Feeds

British Swimming Championships / British Para-Swimming International Meet/World Series

Publicity for our swimmers who qualified on web site and social media.

Publicity also achieved in on line/printed copies of Bath Chronicle, Wiltshire Times & Gazette & Herald

<https://www.wiltshiretimes.co.uk/sport/17609498.strong-results-for-corshams-mark-edmundson-at-british-swimming-championships/>

<https://www.gazetteandherald.co.uk/sport/17609497.strong-results-for-corshams-mark-edmundson-at-british-swimming-championships/>



Publicity for all Team Bath AS Competitions –

medal winners tweeted for all competitions

Coverage of finals/medals in Welsh L1 in April.

Results for Masters swimmers at the Gloucester and Somerset Masters Meet tweeted.

SW Regionals Finalists/Medal Winners covered on Social Media

Overview of Regional performances published on Team Bath AS Web Site
<https://uk.teamunify.com/team/reczasuk/page/news>

Summer Nationals – qualifiers photography scheduled for 21 June.

Karen Saunders
Communications
June 12 2019