

Patrons: Sharron Davies MBE, Stephanie Millward MBE

**Committee Members:**

Chair: Sarah Gillet (SG), Secretary: Steve Williams (SW), Treasurer: Mark Kelly (MK), Head Coach: Chris Alderton (CA), Workforce: Nicola Butcher (NB), Fundraising: Vacant, Communications: Vacant, Competition Secretary: Helen Ward (HW), Membership: James Burns (JB), Welfare Officer: Tess Gibson (TG), Open Meet Manager: Vacant, SwimMark Co-ordinator: Steve Williams (SW), Academy Co-ordinator: Ian Blacker (IB)

**Committee Meeting Standing Agenda**

	Pathway	Start	Turn	Finish	Transition	Potential	Performance
Athletes	12	22	21	20	19	21	30
Var Month (Feb) +/-	+12	+3	+1	+/-	-3	-1	+10
Capacity	?	24	24	24	24	24	24
Recruitment Opportunity		2	3	4	5	3	-6

**Apologies for Absence: Ian Blacker, Mark Kelly,**

**Minutes of Previous Meeting:** Approved to redacted publication to membership area of website.

**Matters Arising from Previous Meeting / Minutes:**

**Section Reports:**

- 1) Chair – Nothing to report
- 2) Treasurer

Accounts currently show 10/05/22...

£32,972 cash on hand

£4,568 debtors

£ ? creditors

£7,897.31 (profit) surplus FYTD

These numbers are draft at these stage as there are additional invoices, bills and reconciliations to complete to month end, these will amend the above position. MK plans to publish an update by Friday 13<sup>th</sup> May.

HW has issued requests for payment to 38 debtors from the March meet to the value of £7k, £6.5k from clubs, £500 from individual families. HW to investigate if Nov meet has any debtors remaining.

Wells meet appears to have £1,140 of debtors from TBAS own members.

We need to investigate if TBAS members have been invoiced for 3MT's in the last 18 months.

Unrestricted

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The committee agreed to change back to the old process of collecting full payment before any future meets, (June, has to stay same as March as meet pack already published)

It was agreed that we should charge returning (Uni) swimmers £25 per month.

3) Head Coach

CA pleased with squad performance at Regionals, some strong swims and progressions.

CA wants us to focus on operational efficiencies and team structure in the immediate future, then refocus on strategy.

We currently have 6 squads and three professional coaches.

CA has scheduled a meeting with LW and KW to discuss squad structures.

We need clarity regarding who is coaching the initial pathway session.

3MT fee is being amended to £15 per test, swimmers need to pay these fees ongoing. This is a significant reduction to the market rate.

CA is working with STV to potentially support more senior athletes from university.

4) Workforce

NB proposed Sarah Eves be co-opted onto the committee in a workforce capacity, this was approved unanimously.

NB to check if agreement with STV for booking 1 free meeting room pm stands.

5) Swim Mark

Next submission is a "health check" not due until October.

6) Fundraising – NA

7) Membership

All Pathway swimmers have now been registered on Team Unify. They have not been registered with ASA - can somebody advise on next steps re. ASA and ASA fees etc. I can then send them an email with the ASA form attached.

JB to check membership numbers with TG as numbers don't match with registers.

8) Academy

The committee have been impressed with the work delivered by IB and LW regarding the pathway program, TG now needs to confirm safeguarding, welfare and ASA membership protocols have been implemented in preparation.

9) Open Meet Manager

Entries for June meet currently low

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TG liaising with Millfield regarding Live Stream – unless Millfield take ownership of all data and safeguarding issues regarding live stream, we cannot allow as not authorised in meet pack.

CA to investigate if BS will lend us a backstroke ledge for June meet.

#### 10) Competition Secretary

Nikki Poole was co-opted onto the committee as Assistant Competition Sec Unanimously

#### 11) Communications – N/A

#### **AOB:**

#### **Welfare – Tess Gibson**

The club currently has █ active welfare cases, and █ potential new █  
Millfield Swimmer ratios to spectators is 350 can have 1 spectator each.  
Millfield require a covid liaison if possible for June meet  
Club is operating on a temporary insurance certificate.  
2 accidents reported during regionals.  
Parent Meeting Academy 14<sup>th</sup> May 12:30pm CA TG

#### **Secretary – Steve Williams**

Remove Booking Co-ordinator from website. Add the role to workforce.

**Next Meeting:** 14<sup>th</sup> June 2022