**Location: Zoom Date: 16th December 2021**

**Present**: Jon Wills, Emma May, Sarah Taylor, Matt Chubb, Emma Dodd, Donna Hussey-Yeo, Lisanne, Fi West, Christina Turner, Fiona Hartley, Lou, Paul Laughey, Claire

**Apologies:**

**Agenda items:**

1. Welcome, Updates & News – Sarah Taylor
2. Treasurer Update – Matt Chubb
3. Welfare Update – Stuart/Fiona
4. Head Coach Update – Jon Wills
5. LTS Update – Emma Dodd
6. New Kit – Jon Wills
7. Club Camp – Emma Dodd
8. AOB

**Actions from previous meetings**

1. **Recruitment of a new member who can take over the Hosting Role**
2. **Cupboard keys!!**

**Key Discussion Points from 16.12.2021**

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| **Ref** | **Key Discussions** |
| **1.** | * Sarah welcomed everyone to the meeting * National Chairs Session > Few Interesting discussions: Tax Implications of Crowd Funding income – we have been provided with a booklet regarding this, that Sarah will pass to Matt to take a look at * Provision of DBS Numbers to a meet > swim England guidance is that we do not need to give DBS Numbers – a written disclosure should cover it * Pool Time > Price Increase – Paying for Pool time + Lifeguard time > we were hit by this at Kingswood and it seems to be common practice across the board * Pool side Ratios at a meet > Ration referred to coaches +/or pool Managers * 1 Adult to 10 swimmers > swim England are doing a poolside ration guidance Early 2022 and we will review it once it is released & Insurance will be effected by this. We will raise this at a meeting once we have more info on it. * Sarah was unable to attend regional meeting as she was poolside * There is currently a 60 day turn around for licences * There was no county forum * County Championships > There will definitely be no spectators. Meeting 17.12.21 to decide whether to proceed at all. Gone out to other counties for guidance. No pool hire cancellation – Sarah will action once we know more after tomorrow |
| **2.** | Treasurer Report - Matt Chubb   * Unfortunately Matt was unwell and unable to attend – Sarah will speak to Matt to find out of there are any concerns that we should be made aware of an update if relevant |
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| **3.** | * Welfare Update * We are not aware of any welfare issues at this time |
| **4.** | * Head Coach Update – Jon   We are now done with competitions and winding down for the Christmas break – Fun sessions are going out to all the groups and they started this evening with the LTS  County Development – Jon swapped with Ashley while Ashley held land training > Jon was able to access all the swimmers and it has agreed that this would become a regular thing  Winter Nationals > PBs / Great results and lots of experience – Highest number to qualify  Soundwell Meet – Jon was absent but had some great feedback from the coaches  Arena league > landed us a dodgy draw – 2nd to bottom. Finals – won the gala by 20 points finishing us 14 out of 18  Competitions to come > Jon will run through the next cycle and bring to the next committee meeting  National Camp > Jon and Claire have the Air bnb booked from before lockdown. Swansea have changed their timetables etc so we could go but it would mean only swimming 25m. Decided to cancel Air BnB and take partial refund. Will try to get some additional 50m pool time instead |
| **5.** | Emma Dodd gave an update on LTS:   * Emma will relook at registers and make sure that all children are in the right group * Maybe rethink what we hold on a Sunday evening as this is not as well attended * Fun sessions this week * Return to the pool 5th Jan |
| 6. | Club Kit   * No more contact made by Kit King * We got some T-shirts printed for comp * Do we look at doing our own kit? E.g. Buy the bulk T-shirts and have them printed locally. Paid £3.50/logo for comp * The Nike kit that we have chosen can be purchased – we could buy bulk from supplier, get a range of sizes. * Emma has been looking into this and can share further info if required * The printer in Kingswood was able to turn around comp t-shirts in 1 week * Sarah will discuss funds with Matt ref ordering |
| **7.** | Club meets/open meets   * Sarah had really good feedback following the meet * Horfield was a perfectly good venue, however the venue was very under staffed * Referees took quite a lot of time placing swimmers * Parking fines > cameras were turned off at 1pm, anybody who had a fine send Sarah details and she will get it cancelled * Profit of £5.5k for the 1 day – does not include door money * Fantastic amount of volunteers supported the day – great to see everyone working together * Next meet – end of march 2022 – we have not applied for a licence yet as we do not have a venue. GL1 are taking bookings again and would offer us a 2 day meet option * Sarah would be unable to chair and be competition secretary as it is too much work on her own. Need to get more people involved in the organisation of the meet to make it successful * Sarah happy to contact GL1 and see if they would accommodate us. Sarah could then apply for a licence and then we would need to create an organisation committee * Emma will take the remaining sweets 17.12.2021 to get rid of them – float in the cupboard. Sarah could do it 19.12.2021 for half an hour * There has been a note that there was a lot of passing of food and drink from parents over to swimmers on poolside. This raises an issue for nutrition/contact – we want to move away from/this as some chaperones allow and some don’t. Hot chocolate Is not acceptable poolside. * ½ hour before start is set for a reason to be at poolside – we must stick to this * We need to try and break bad habits – maybe do an info session |
| **8.** | AOB   * Emma May has left us in person |
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**Date and location of next meeting: Thursday 20th January 2022**