**Location: Zoom Date: 14th January 2021**

**Present**: Emma May, Jon Wills, Alison, Donna Hussey, Emma Dodd, Sarah Taylor, Matt Chubb Fiona (Welfare)

**Apologies:** Stuart (Welfare)

**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. AOB

**Actions from previous meetings**

1. **Email to remove us from the City of Bristol Network**
2. **Recruitment of a new member who can take over the Hosting Role**
3. **Cupboard keys!!**

**Key Discussion Points from 14.01.021**

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| **Ref** | **Key Discussions** |
| **1.** | Sarah opened the meeting by welcoming everyone and thanking them for their attendance.  Sarah discussed that we got our sessions back at Bath pool just before we went back into lockdown.  Email has been sent to remove us from the City of Bristol Network |
| **2.** | Matt provided a screen share of our current account situation   * All Funding has now been received – Thanks to Emma & Matt for working hard to get this * LTS where the children are not swimming – emails sent to refund them the swim England fee. Matt is currently working his way through all the requests. * 90% Refund was agreed for January & Matt was working his way through processing this * £20/month land training sessions – we have had quite a lot of requests for refunds for this. Approx 6/7 who have requested they do not take part in land training sessions * There have been more leavers and cancellations than normal -Matt has advised we need to keep an eye on this and keep spaces filled where possible ready for when we are back in the pool * Sarah Taylor agreed we would stop payments before they are taken for February 2021 * Bank balances are looking ok, and Matt feels we should be ok for approx. 6 months * The money has been set aside for the ASA fees which are due to be paid 28.02.2021 * We will not be looking at a Fee Increase for January 2021. We will keep an eye on this as a permanent review – we will not increase unless we really must. * Matt will attempt to create a forecast * Matt is over seeing the recruitment the host role. |
| **3.** | Fiona and Stuart have no welfare concerns |
| **4.** | Jon has updated that club squad is currently attending 6 zoom sessions per week   * Not ran on a saturday * Lockdown long challenge – pull ups * Setting weekly challenges * Friday night bake off sessions * 25 attending the first session / 15 attending the second session – 3 or 4 from performance are not attending |
| **5.** | Emma gave an update on the current LTS position   * All swimmers were assessed at the end of the December term * Some swimmers were moved up * 4 offered D squad places and took them * Emma will do a LTS update email once we know when we are able to return to the pool * Swim hat order – Sarah will speak to Becky Oxley to find out a lead time |
| **6.** | AOB  ASA Updated squad list required |

**Date and location of next meeting: Thursday 18th Feb 2021**