**Location: Zoom Date: 20th May 2021**

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

**Apologies:** Stuart, Fiona & Alison

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

**Key Discussion Points from 20.05.2021**

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| **Ref** | **Key Discussions** |
| **1.** | Sarah opened the meeting by welcoming everyone and thanking them for their attendance.   1. Return to the pool for over 18s is now allowed as per Gov rules 2. Kingswood gave an apology for no training on the May bank holiday with no prior notice. A list of closure dates will be circulated asap 3. Email to be sent to parents with regards to no pod 1 or pod 3 on this date 4. We are no able to return to the sports hall for land training 5. Once government restrictions ease, we will be able to go back to only using half of the sports hall – this will help to reduce the outgoing costs 6. Regional – Southwest has become a limited company; the relationship has become slightly more formal 7. There is still a struggle for volunteers in the county & region 8. Swim England in the southwest is down by 6000 people – this is swimmers & volunteers 9. Festival of swimming 24th/25th July 50m swim 13+ No criteria at the moment, no venue – we will await further details but intend to target 10. More online training coming through: Team Manager/Safeguarding 11. There are lots of clubs really struggling, especially Cornwall – all have lost pool time 12. COUNTY AGM: They are really struggling with Volunteers. They are trying to organise to run Counties next year - there used to be 2 people who ran this but both have stepped down. There is a possibility that this may go out to clubs top help organise and that the person/club will receive a share of the surplus. However this is a big job. 13. SWIM ENGLAND: Reduced some of the requirements around officials. Especially around level 3/level 4 meets – this will help to ease the competition pressure. |
| **2.** | Matt will circulate a Treasurer report:   * We started the financial year with £26k and ended the financial year April 2021 with £25k * This was only achievable with the efforts of the crowd funding and the grants we have received this year * No reserves have been touched * We are continuing to pay invoices at the end of the due term * The financial year accounts will need to be signed off by an accountant * May will see £8k in fees – but we are yet to receive a total for pool costs * Anyone who we fund the cost of training for, we will need to receive a 12-month commitment * There are lots of new starters coming on to the system for Matt to sort   Sarah added:   * We have had to invest in coach training; however, we need more coaches for the club to run successfully * We are hoping we may be able to receive the national lottery grant for level 2 – we will not hear about this until July, but new courses start in July * LTS is a good income that we need to keep strong as this helps to keep the club afloat * September 2021 – Training programme, currently is running at a slight loss – working on that to optimise all pool time so that the programme will pay for itself * The more we can ensure the timetable pays for itself, the less we will have to touch reserves * Awaiting confirmation of our pool meet for December subject to restrictions and as long as it is cost effective   Donna added: We could run the December meet over 2 days – under 12/over 12 as this may help us with pool numbers/traffic encase there are restrictions in place at that time. Cannot make any further decisions until we have GL1 info   * We have not yet heard about Jons open water training grant £500. Also, level 2 grant is £2000 |
| **3.** | There were no welfare updates |
| **4.** | * Jon gave an update on the current training: * Land training is going well * Currently working on optimising the September pool programme * Hoping to have 4/5 young helpers on board * Round 1 time complete and sent off * Level X Dates given to Steve and organised, we need Officials * Junior Arena league will be ran at the same time * 14th-20th June for Level X * Level 4 meet – utilise the current pool time, Non qualifiers would get times * We have had 1 new joiner from Bristol North that has gone to B squad * Open water practical is 26th June * Possibility of running PAYG summer sessions 2021. 2022 Camp/Lake swim event   Donna added: There is a Hengrove swimmer who is looking to join Soundwell if space in performance  Sarah added: We will need a licence for a level 4 meet. Sarah will look into it & agree dates with Jon |
| **5.** | Emma LTS swim update:   * Lots of new starters * Stage 1 back – 80% old children back in the pool * 3 children in stage 1. 5 in other stages but may look to increase to 6 * There is a new stage 2 & stage 3 group * All classes are full except 2 * We have 40 children on the waiting list * All going well & children following the programme * Aim to sort badges for 8 weeks or end of July   Donna added: 18 year olds will need to do safeguarding and can be completed online |
| **8.** | AOB   * Donna advised: Winterbourne swim school are advertising for instructors £15/hour * Swim Hats : Sarah will speak to Becky * Emma to work on AGM: Vacant Roles Non Vacant roles etc – AGM 15th July |

**Date and location of next meeting: Thursday 1st July via zoom**