

NORFOLK COUNTY A.S.A.
Executive Committee Meeting – 7 December 2010 – Hewett School

PRESENT A Lelean (President), K Rumsey (Chairman), Mrs J Blackwell (Secretary), K Belton, (Hon. Treasurer), A.Smith (Hon. Asst. Secretary), Mrs J Andrews, Mrs D Barrett, R Barrett, Mrs E Bowen, G Garner, G Jarvis, Mrs S Lelean, J MacDonald, Mrs D Webster

1.APOLOGIES S Murray (President Elect), Mrs O Jennison, J. Peggall, J Rose, Miss K Starling, M Stone, Mrs M Tallowin, J Toll,

2. MINUTES OF EXECUTIVE MEETING HELD ON 2 SEPTEMBER 2010

Agreed as a true record.

3. MATTERS ARISING

There were none.

4. CORRESPONDENCE

No correspondence reported by the outgoing Secretary.

5. TREASURERS REPORT

The accounts as at 30November showed income of £0.89 (bank interest) and expenditure of £507.72 giving a deficit on the year to date of £506.83. Funds totalled £36042.98. The Treasurer reported some changes to the accounts held at the bank.

Affiliation forms for 2011 have already been sent to clubs and fees are due to Norfolk County ASA by 31 January latest.

The valuation of trophies for insurance purposes had yet to be carried out. It would be useful to get all trophies returned by or on the date of the Thetford Open gala (Sunday 6 February) so that a valuation can be carried out.

6. CURRENT SWIMMERS' ACHIEVEMENTS

Anne Bochmann (formerly of UEA City of Norwich SC) had finished in an excellent 4th place in the 400m freestyle at the Commonwealth Games in Delhi. UEA City of Norwich SC had finished in 7th place in the National Junior League Final at Corby on Sunday 28 November.

7. CO-OPTION & APPOINTMENT OF OFFICERS

a). Co-option of Officers to County Executive Committee

In accordance with Rule 7(a), the Executive Committee consists of the County Officers, Past Presidents and those listed in Appendix B of the County Handbook plus 2 nominated representatives from each affiliated club. Sub committee secretaries, who might well not otherwise be members of the Executive Committee, need to be co-opted with voting rights (though some may also attend by right in another capacity, e.g. nominated club representative or past president). Under this requirement it was agreed that the following should be co-opted: K Hall (Water Polo), Mrs S Lelean (Masters), Mrs M Tallowin (Synchro), P Kendall (Open Water) and Mrs E Bowen (Norfolk Junior League).

It was suggested that either the rule or the list of officers in Appendix B should be revised at the next AGM to incorporate these sub committee secretaries automatically.

b). Elections

Apart from Diving and Lifesaving posts (both currently inactive), the only posts left unfilled at the AGM were Secretary of the Development Sub Committee and Press & PR Officer. Nominations for these posts should be made to the County Secretary please.

c). Sub Committees

Secretaries were invited to report the names of their sub-committee members where appropriate:

<u>Sub Committee</u>	<u>Secretary</u>	<u>Committee Members</u>
Emergency	C Galer	TBA
Finance	A Smith	G Clark, K Belton
Masters	Mrs S Lelean	A Lelean, Mrs D Mattless, Miss C Markwell

Synchro and Water Polo do not have sub committees at present as each only has one affiliated club.

8. MINUTES TO NOTE

Competitions Sub Committee: 19 October 2010

Minutes noted.

An approach had been made by a representative of Cambridgeshire County ASA asking if that county could join with Norfolk and Suffolk in the County Long Distance Championships held at the UEA SportsPark in February. The request had been considered by the County Officers and Suffolk County ASA representatives but had been declined as it would make the gala too 'busy' and too expensive.

9. REPORTS

Norfolk Junior League Affiliation forms have been sent to all clubs for the 2011 league and replies need to be back with the new League Secretary, Elaine Bowen, by 31st January latest. Three more teams are needed for a full complement and clubs were asked to let Elaine know if they wished to enter 'B' teams.

Facilities No report.

Officials Examinations. Four Norfolk candidates took the Referee exam in November and the results are awaited. Two JL2(S) Starters, 6 JL2 and 4 JL1 candidates had successfully completed their respective courses since the last meeting. A new JL1 course commenced at the UEA SportsPark in November. A Starter course is scheduled to take place in Great Yarmouth on 16 December.

Officials Liaison. Officials are needed at all the forthcoming county championship galas and will be contacted shortly. Clubs are again reminded that, as from 1 September 2010, all officials except timekeepers must be licensed in order to officiate at Level 1 & 2 galas (which includes some major club galas as well as County and Regional galas). Those officials only qualified as timekeepers need to apply to upgrade to Judge Level 1 by September 2011 after which timekeepers will no longer be able to officiate at Level 1 & 2 galas. Entries for courses (using the form on the web site) need to be submitted via the clubs to the Regional Organiser, Dave Metcalf, 3 Farsands, Oakley, Bedford, MK43 7SJ. (Tel: 01234 825289). The good news is that East Region has agreed to pay the cost of renewing licences, many of which come up for renewal in 2011.

Masters Norfolk had finished in 4th place at the East Region heat of the ASA Masters & Seniors Inter Counties Competition at Newmarket in November leaving Norfolk in 15th place out of 29 counties nationally. The Norfolk County Masters & Open Championships takes place on Saturday 21 May 2011 and entry forms are on the website. A new Masters group has started in Great Yarmouth.

Synchro An East Region Synchro committee meeting had been held recently which Madeline Tallowin had attended.

Water Polo No report.

Open Water An East Region Open Water committee meeting had been held recently which Paul Kendall had attended. It was agreed that Norfolk should again incorporate its own county championships at the East Region Open Water Championships to be held at Whitlingham Broad in July 2011. The cost will be £25.

Disabled Swimming A further course on officiating at disability events and galas that include disability swimmers is to be held in Newmarket on Sunday 12 December from 9.00am. There will be the opportunity to officiate at the East Region Disability Championships after lunch at the same venue to put theory into practice. Applications for both the course and the gala to Liz Christian on 07906 652511 or email disability@eastswimming.org. Ben Banham has been contacting clubs to promote the event and some swimmers have expressed interest.

Education No report.

Records Daniel Smith had gained a new 200m backstroke senior short course record at the East Region Winter Championships.

Trophies New age group trophies were being sought now with an imminent VAT increase in mind. Orders for 'hoodies' need to be placed in good time.

East Region ASA personnel at the East Region office have been restructured following redundancies.

Philip Lown (07795 693790 or phil.lown@swimming.org) has been appointed Aquatics Officer for Norfolk & Suffolk: the post is responsible for learn-to-swim programmes, school swimming, athlete development programmes, swimming participation levels and liaison between pool operators, local authorities county sports partnerships and health providers. The East Region Office is moving to: 5 The Court, Lanwades Business Park, Kentford, Suffolk, CB8 7PN.

A Regional Learning Weekend takes place on 8 & 9 January 2011 at the Belfry Hotel, Cambourne, Cambs. It will cover beneficial subjects for coaches and administrators including safeguarding and protecting children, cross training for coaches, psychology workshop, funding the club, time to listen, team manager workshop and officials update. Clubs are strongly encouraged to send participants.

County Development Danielle de Cruz was made redundant and has left the county following the withdrawal of Government funding for County Swimming Co-ordinator posts. There had been no Swimming Action Group held recently and it seemed unlikely that one will be held in the near future following the loss of the County Swimming Co-ordinator post (though the newly appointed Aquatics Officer for Norfolk & Suffolk, Phil Lown, has apparently expressed an interest in reviving the forum). It was thought that the newly appointed Head Coach of UEA City of Norwich SC would be interested in joining such a forum. In the meantime it was felt that Norfolk County ASA should convene its own Development Sub Committee at an early date, which is why the early appointment of a new Development Sub Committee Secretary is essential.

Handbook & Web-site No report.

Child Protection & Welfare All club welfare officers should have received the following updated guidance and made the relevant people in their club aware of it: good practice on the use of social networking sites; safeguarding children with disability in swimming; and update on the ISA and CRB checks. Following club AGMs, new club welfare officers are asked to forward contact details to Janet Baker (01603 212112 or 259070 or janetbaker@norwich.gov.uk) please.

Press & PR With very few swimming reports ever appearing in the local newspapers, pending the appointment of a new Press & PR Officer, the County Secretary agreed to make enquiries at Archant Press about how swimming might be able to get a regular slot in the EDP and more frequent reports in other local papers.

Membership No report.

10. ANY OTHER BUSINESS

Swim 21 is still very much a live issue and is a more streamlined process than hitherto. There have been problems of restarting the process when clubs have merged. The focus is on increasing the number of affiliated clubs and ensuring that re-affiliation is successfully achieved. The newly appointed Aquatics Officer for Norfolk & Suffolk, Phil Lown, should be used during the process and there is a new on-line facility for submissions. Thetford Dolphins expressed an interest in seeking accreditation.

Two matters were raised and discussed that related to candidates seeking to be monitored or assessed at galas to become qualified officials. It was agreed that, at county galas, such candidates would be offered lunch if they were at the gala all day. Also candidates should be made welcome and arrangements made for them to be mentored at all galas in Norfolk provided that there are suitably qualified officials able to mentor them and qualified referees to sign off their workbooks. However, candidates should endeavour to communicate with the referees or gala organisers in advance, whether in Norfolk or further afield, to ensure that they can be accommodated.

Keith Belton would be prepared to run another Young Timekeeper course during the County Championships if there is sufficient demand. Clubs should contact him if they have swimmers who are interested.

The next meeting of the County Executive will take place on **Wednesday 2 March 2011** at Hewett School (Room A17).