

Minutes of Region Artistic Swimming Meeting at 8.00pm on Monday 15 January 2024 via Zoom Platform

Present:

Roger Downing (Chair)
Mary Hooper (AS Manager)
Georgie Coombs (Workforce)
Sarah Garrett (Grades)
Paul Davis (Scorer)
Chrissie Robinson (Regional Chair)
Christine Merrifield (Cornwall)
Chris Seall (Dorset).
Stacey Jones (Gloucestershire)
Alyson Bashford (Somerset)
Clair Murphy (Wiltshire)
Viv Ebbs (Minutes)

- 1 Welcome, Introduction and Apologies
 - a) Roger introduced Stacey who is the Gloucestershire rep and Paul who has taken on the role of Chief Scorer for the Region. He welcomed everyone to the meeting.
 - b) Apologies
Apologies were received from Sarah Pullan (Competitions) and Mike Coles (Regional Water Polo Manager).
- 2 Notice of Any Other Business not covered below
There were no Items of Other Business
- 3 Declarations of Interest
No declarations of interest were raised.
- 4 Minutes of Previous Meetings
Region AS Committee 2.10.2023: Minutes were agreed as a true record of the meeting
- 5 Matters Arising
 - a) Item 1a: The presentation to Kate Shortman took place on 19 October 2023 but the photos are currently unavailable. Technicians are working on recovering them.
 - b) Item 3b: Workforce and Officials Training
All officials have upskilled but some were omitted from the list. This has now been amended, but Mary is still waiting for the final list.
 - c) Item 4b: Music
The new music centre has been purchased and is working well.

d) Item 4e: 2024 Calendar

Mary reported that information has been sent to Swim England to be included in the online calendar which is currently 'work in progress' and will also include the South West Region Grade days which had been omitted.

e) Item 4f: Upskilling

The Technical Officials Forum has not yet taken place.

f) Item 4g: Coaches Courses

Coaches Courses are being organised by Georgie and Sarah at Hengrove. **ACTION GC/SP**

6 Regional Manager's Report

a) Jenny Gray Day

Mary reported that 22 swimmers from four clubs attended the training day. Numbers were slightly down due to the initial course being cancelled. It was an excellent training day.

Mary noted that there have been so many problems with collecting payments for courses, competitions and grade days that all payments will be taken by Swipe in future. This will entail completing a Swipe form. Only those who have paid by Swipe by the closing date will be accepted for grading or courses. All entries will be completed by Survey Monkey.

Mary has sent an email to clubs requesting a contact list but has only had replies from Cheltenham and West Dorset. Clubs to reply as soon as possible. **ACTION ALL CLUBS**

b) New Artistic Swimming Clubs

There are 2 new Artistic Swimming Clubs in the Region – Cheltenham and Taunton.

c) Presentation to Kate Shortman

See Item 5a.

d) Swim England Regional Development Plan

Roger reported that it was decided not to use the allocated funds this year, but if it becomes necessary to have some funding, he will contact Swim England. **ACTION RAD**

e) Regional Competitions

To note the competition dates on the South West Artistic Swimming Calendar.
Congratulations to Paula Brand who has passed her Referees Exam and will be assisting Sarah at the Regional Age Groups.

The meeting thanked Paul for taking on the role of Chief Scorer for competitions.

7 Grade Days

Sarah reported the dates for the forthcoming Grade Days in 2024

27 January at Hengrove

16 March at Cheltenham

11 May at Marlborough

Sarah P noted an issue with some judges and judging splits. Judges to be briefed at the next grade day. **ACTION GC/SP**

Some swimmers have not been updated on their Swim England profile following grading.

Sarah G agreed to wait for one month following grading and then check that all swimmers have been updated. Sarah G to email Sarah Clarke with a copy to Mary. **ACTION SG**

Sarah G reported that the Grade Day at Bristol will be in July, although Mary noted that the last Grade Day at Bristol made a loss. July may not be a good time with holidays. If Grade days at Bristol continue to make a loss, Roger will investigate the issue. **ACTION RAD**

Sarah P reported that the Grade Day in Cheltenham would be held at a school pool. She agreed to prepare a Risk Assessment and send a copy of the invitation letter to Mary. **ACTION SP**

8 Regional Squad

- a) The meeting thanked Stacey for agreeing to be the Team Manger for the Regional Squad. She reported that there are 18 swimmers going to the trials all born in 2009-2013. Paula Brand is the Chief Coach. Christine Merrifield has agreed to attend as Assistant Coach. Mary noted that 2 Team Managers will be required for each date. Stacey will inform Mary of the names of the Team Managers and the assistant coaches for each session **ACTION SJ.**

9 Officials Training

- a) Georgie ran the following Level 1 Judges Courses with the following results:
October 2023 Course: 6 passed
January 2024 Course: 5 passed, 2 from the SW

Georgie reported that Hannah Secher is setting up a pre-course webinar and then candidates will be more prepared to take their Level 1 course. Swim England will set it up and it may take place in the second half of the year.

A Level 2 face to face course has been set up by Hannah and she also ran a Level 2 course at the conference in December. Georgie noted that a Level 2 Judges course needs to be set up in the Region before the summer.

Bristol has a Technical Controller who will be attending the Regional Age Groups. Clair Murphy has also expressed an interest in becoming a Technical Controller.

b) Scorers Course

Paul reported that there has been one application for the proposed Scorers Course. It was suggested that some of the older swimmers from Bristol may be interested in taking the course.

10 Welfare

Roger recommended that everyone should look at Wavepower as major changes have taken place regarding welfare. Welfare Officers need to take the Time to Listen course every 3 years. He recommended that Welfare Officers attend the Regional Forum and there is also a Facebook group of Welfare Officers. Welfare Officers can also ring Marion Britton the Regional Welfare Officer or Lucy Doyle the National Welfare Officer at Swim England.

Chrissie and Roger both pointed out that it is the responsibility for the swimmers not to take mobile phones into the changing rooms. If they are found, the police may be called. Welfare Officers must be aware of confidentiality where the swimmers are concerned. It is about protecting the swimmers.

Chrissie reported that the Region has launched its own Safeguarding Plan which was circulated to all the disciplines. Mary to circulate to all Artistic Swimming clubs **ACTION .MH**

The Region will be checking up to make sure all disciplines are following the guidance on diversity and inclusion which is an important part of safeguarding.

11 Any Other Business

a) Additional Competitions

Christine suggested having more Novice competitions on the lines of the Walsall Trophy. It was noted that the Walsall Trophy competition is already incorporated into the Regional Events. Mary suggested an inter-County competition which does not need a licence or clubs could host a competition. Clubs to contact Sarah P with suggestions. To be discussed further. **ACTION ALL CLUBS**

b) Leadership Group Minutes and Newsletters

Roger noted that the Leadership Group minutes are available. Everyone should read the Regional Newsletter online which is produced once a month. It lists all the links to training. At the bottom of the Newsletter there is a link for people to have their own personal Newsletter each month. The Regional Newsletter is circulated to all clubs by MH

c) Grade days

Mary reported that several Regions have recommended that a Grade Day should be organised the same as a competition with named Qualified Coaches and Credited Team Managers. Awaiting further advice from the Leadership Group. **ACTION MH**

12 Date of Next Meeting

The next meeting will take place on Monday 15 April at 8.00pm via Zoom Platform.

There being no further business Roger closed the meeting at 9.40pm and wished everyone, including the two new clubs, a successful new year.

Circulation: Roger Downing, Mary Hooper, Georgie Coombs, Sarah Pullan, Sarah Garrett, Paul Davis, Chrissie Robinson, Christine Merrifield, Chris Seall, Stacey Jones, Alyson Bashford, Clair Murphy, Mike Coles, Geoff Pearce, Viv Ebbs