

President Paul Robbins

Minutes of the meeting of the Members Forum held at the Regional Office on  
Wednesday 8<sup>th</sup> August 2018

**1. Welcome**

The President Paul Robbins welcomed the members to the meeting. A minute's silence was held for Lynne Elliott, John Hamblett, Jean Holland and Marilyn Evans who have sadly passed away.

**2. Apologies**

17 members attended with 15 recorded apologies.

**3. Appointment of Tellers**

If required Robert Margetts and Chris Elliott.

**4. Minutes of The Member's Forum meeting held on 19<sup>th</sup> July 2017**

The minutes were declared as a true record of the meeting held on 19.07.2017

**5. Matters arising not covered by the agenda**

Page 1 Item 6 – Sue Dors asked if the discrepancy regarding figures had been sorted – Chrissie Robinson replied that all sorted and her original figures were the correct ones.  
No other issues raised.

**6. Secretarial allowances**

Information circulated prior to the meeting which is appendix 1  
John Bird proposed the figures, 2<sup>nd</sup> P Jones all agreed – figures adopted.

**7. Nomination for Regional President Elect 2019/20 and County nominations for sub-committees**

Please see appendix 2

Robert Margetts asked if there was someone from each county to represent Para/Disability – Yes  
Sue Dors made the suggestion of Neil Harper for Health & Safety Officer as Alan Withers has now stepped down.

The President has since spoken to Neil Harper and unfortunately due to other commitments Neil is unable to take on this role.

The nomination for Regional President Elect 2019/2020 is Mike Coles from Somerset County.

**8. Regional Members Forum – The future**

John Bird – The proposal is to delete all reference to the Members Forum and cancel this forum completely.  
John Bird gave a brief history of the Members Forum which evolved following on from the Western Counties Executive committee.

A discussion followed around this

Sue Dors emphasized the importance of re-engaging with clubs and disciplines. The meeting held last February (2018) was really good and we need to hold more of these.

Mike Coles stated the Water Polo committee has a good working relationship with the Board and the need for the Members Forum no longer exists.

Chris Elliott expressed that the Forum is past its sell by date.

Philip Jones unhappy with this decision.

2<sup>nd</sup> Sue Dors & Mike Coles vote 13 for and 1 against. Decision made to cease the Members Forum.

**9. Report from Regional Finance Officer to include affiliation fees**

Chrissie Robinson informed the Forum that the affiliation fees will be announced at ACM. There will be a small increase which will be less than the inflation rate.

We should end up on £10K excess on the Income and Expenditure this year. Budgets are in place until March 2019 and the Finance Committee are trying to prepare a four year plan but that is not easy to do. Planning is key.

Sue Dors asked if the accounts will be circulated as in previous years and Chrissie Robinson responded that this will be continuing.

Mike Coles gave congratulations to Chrissie for doing such a great job and asked if there would be any funding available for a Water Polo player who is going forward as a tutor trainer. Chrissie responded that an application needs to be put forward to the board and needs to be submitted before 15.09.2018

**10. Report from the Regional Chairman**

The Chairman has been in hospital and therefore the report from the Chair was not available.

**11. ASASW Board Minutes (Nov 2017 Feb 2018 May 2018)**

Copies of all minutes are available on the website, any questions there may be need to be directed the County Board member who can then bring to the board meetings.

Sue Dors stated from the Minutes for 23.05.2018 page 2 Item for the Newsletter – Safeguarding – that she had not received this information. This will be submitted to Sue again – although it was distributed at the time.

Sue also asked where we are currently with regard to the Annual Report being ready – need to inform her. Chris Tremellen – we need to inform Sue Dors re Swimmer of the Year etc in order for the trophies to be updated.

**12. AOB – as previously notified to Chris Vickery by 06.08.2018**

John Bird: Rule Change regarding invites to ACM – need to include Past Chair position.

Past chair to have membership to ACM 2<sup>nd</sup> M Cole and A Smart vote was unanimous in agreement.

Chris Tremellen Handbook details for checking – are the general conditions in each section of the handbook i.e. all disciplines. John Bird responded that he was reasonably sure that they were. Office to check for Water Polo, Open Water and Synchro.

Robert Margetts asked how many entries there have been for the Regional Development Day – one. We will be looking at doing a County by County development day which we hope will be more successful. Dorset has already arranged one and Cornwall is in the process of being arranged.

Meeting closed at 19.10

**Appendix One – Secretarial Allowances 2018/2019**

The following allowances for the various disciplines are detailed below:

Diving	£605
Synchro	£1102
Open Water	£605
Swimming	£2203
Water Polo	£800
Bryanston`	£172

**Officers Allowances**

President	£440.00
Chairman	£718.00
Finance Officer	£615.00
Vice Chair	£500.00

## **Secretarial & Clerical Assistance Working Group 2018**

Members: John Bird pp 2010 Convener, Gordon Smart pp 2004, Harold Richards pp 2008

Following telephone conversations during June 2018 the following recommendations are made.

- 1 Request the Managing Board to review the region's policy on allowances particularly appertaining to secretarial and clerical assistance.
- 2 Request all standing committees to review the administration structure and needs. What can the region do to assist key volunteers in carrying out their responsibilities?
- 3 The working group requests that the work required in 1 and 2 above to be completed by say late Spring 2019 thus enabling the working group to make informed recommendations for 2020
- 4 In light of the above the working group recommends increasing allowances by 2.5%, the annual CPI as at March 2018

## ASA SOUTH WEST REGION

Appointments 2018/19

## Appendix 2

Post	Nomination
President	
President Elect (Somerset nomination)	Mike Coles
Administration Officer	
Finance Officer	Chris Robinson
Health and Safety Officer	
Awards Co-ordinator	Sue Dors
Medical Advisor	
Welfare Officer	Marion Britton
<b>Emergency Committee (3)</b>	Philip Jones, Gordon Smart, Dennis Toogood
<b>Diving Committee</b>	
Secretary	
<b>South West School of Swimming Development</b>	
Secretary	Neil Harper
<b>Open Water Committee</b>	
Secretary	Virginia Hill
<b>Swimming Committee</b>	
Secretary	Chris Tremellen
+ Events Management Secretary	
+ Licensing Officer	
+ Masters Secretary	
+ Swimming Officials Secretary	
<b>Synchro Swimming Committee</b>	
Secretary	Mary Hooper
<b>Water Polo Committee</b>	
Secretary	Mike Coles

+ Appointed by Swimming Committee

<b>Regional Representatives to ASA Committees</b>	
ASA Sport Board	Robert Margetts
ASA Sport Board Substitute	David Flack
ASA Council – Elected Rep	Gerry Griffin
ASA Council - Cornwall Elected	Chris Elliott
ASA Council - Devon Elected	Roger Downing
ASA Council - Dorset Elected	Andy Smart
ASA Council – Gloucester Elected	Keith Smith
ASA Council - Somerset Elected	Graham Cockill
ASA Council - Wilts Elected	Paul Robbins
++ ASA Diving Committee	
++ Open Water Communications Forum	
++ ASA Swimming Committee	
++ ASA Swimming Officials Group	
++ ASA Masters Committee	Sue Haigh
++ ASA Synchro Committee	
++ ASA Water Polo Committee	
ASA Medical Advisory	
ASA Judicial Appointments Panel	Malcolm Hopes

++ Appointed by Technical Committee:

## County Representatives to Regional Committees – updated July 2018

<b>Committee</b>	<b>Cornwall</b>	<b>Devon</b>	<b>Dorset</b>	<b>Gloucester</b>	<b>Somerset</b>	<b>Wiltshire</b>
Regional ACM	Chris Elliott	Coral Waldock	Gerry Griffin	Brian Guy	Fiona Bowen	Michele Greenan
Regional ACM	Daniel Corbett	Mrs J Stoneman		Colin Hunt	Ben Batley	Paul Robbins
Members Forum (1)	Daniel Corbett	David Avery	Gerry Griffin	Helen Harding	Philippa O'Grady	Andrea Christmas
Members Forum (2)	Chris Elliott	Andrew Giess			Alyson Bashford	David Jones
Members Forum (3)					Kelly Podbury	
Management Board	Chris Elliott	R Downing	Andy Smart	Keith Smith	Graham Cockill	Paul Robbins
Diving	Club representatives					
Open Water	Chris Elliott	Alison Browning	Gerry Griffin	Brian Armstrong	Laura Nesbitt	Justine Laurence
Swimming	Chris Elliott	Mrs J Stoneman	Andrew Smart	Andy Osborne	Pete Gonsalves	Mrs Sandra Yeoman
Coaches						
Masters	Cathy Ralph	Sue Haigh	Karen Yendole	Brian Armstrong	Philippa O'Grady	Chris Jessup
Swimming Officials	Nick Jenkin	M Jeynes	Jill Beard	Neil Harper	Carolyn Cox	Paul Robbins
Assistant Exams Organiser	Maureen Davies	M Jeynes	Tracy Roberts	Neil Harper	Carolyn Cox	Paul Robbins
Synchro	Christine Merrifield		Chris Seall	Ian Stuart	Mrs Alyson Bashford	Mrs Jean Pitfield
Water Polo	Anthony Stevenson	B Steer	Chris Pryke	John Spicer	Mike Coles	Chris Ducker
Para/ Disabilities	Chris Elliott	Maria Harris	Steve Johns	Louise Johnson	Kay Wilcox	Andy Harley