



President Roger Downing

**Minutes of the Swim England South West Region Annual Council Meeting held via Zoom on 25<sup>th</sup> April 2021**

**Present:**

Swim England South West Board Members and Officers: Chrissie Robinson Chairman, Gerry Griffin Finance Officer, Paul Robbins Vice Chair, Dan Corbett, Colin Trudgeon, Rob Margetts, Andy Smart, Brian Armstrong, Mike Coles, Diane Lee, Roger Downing President, Chris Elliott President Elect.

Standing Committee Secretaries: Chris Tremellen Swimming, Stuart Noyce Water Polo, Brian Armstrong Open Water

Past and Life Presidents: D Toogood, Bob Holman, Sue Dors, Phillip Jones, David Flack

Cornwall County Delegates (1) Carrick Masters (1)

Devon: County Delegates (0) Exeter Water Polo (1)

Dorset: County Delegates (1)

Gloucester: Gloucester City (2), Cheltenham S & WPC (2), Bristol North (1), Bristol Penguins (1),

Somerset: County Delegates (0), Ilminster (1), Norton Radstock (1)

Wiltshire: County Delegates (1), Devizes (1), Melksham (1), Swindon Dolphin (1)

Staff (non-voting) Mrs Jackie Hilleard, and Mrs Chris Vickery Regional Administrator.

**1. Apologies**

The following apologies were received: Graham Cockill (Para), John Bird (PP), Michele Greenan (Wiltshire County), James Ross (Cheltenham S & WPC), Karen Heal (Marlborough Penguins)

**2. Welcome to the ACM by the Regional Chairman – Mrs Chrissie Robinson**

The Chairman welcomed everyone to this, the final ACM for Swim England South West Region.

**3. Obituaries**

The Chairman asked delegates to remain in silence for:  
Julia Airlie Past President, Brian Bewley a past Regional Open Water secretary.

**4. To receive the Minutes of the ACM of 06.09.2020 and SGM of 21.03.2021 and record as an accurate record**

ACM minutes – Adoption proposed by Sue Dors, 2<sup>nd</sup> Mike Coles and all in favour.  
SGM minutes – Adoption proposed by Sue Dors 2<sup>nd</sup> Andy Smart and all in favour.  
There were no matters arising from these minutes.

**5. To receive the 2020 Annual Report as a pdf file on the Regional Website (swimwest.org.uk)**

The Chairman informed those present the Annual Report could be viewed on the regional website.

The Chairman moved to adopt the annual report via a show of hands via zoom and this was agreed. Agreement and adoption proposed by Andrew Ryczanowski 2<sup>nd</sup> Paul Robbins. All in agreement.

**6. To receive the Finance Officers Report and Balance Sheet**

**Report received from G Griffin – Finance Officer**

As we are all aware 2020 has been a strange year. That also goes for my taking on the role of Finance Officer. Due to the lockdown and the closing of the office it made it very difficult to have a “normal” transfer of roles from Chrissie Robinson (previous Finance Officer and now in the Chair) to me. A consequence of this was that Chrissie had to make most of the bank transactions with me observing and learning from a distance.

Unfortunately, it looks as if 2021 will also be a strange year - making it very difficult to set budgets and plan for expected income and expenditure. I do have full access to the accounts and I am processing all bank transactions.

It is expected that the Region’s receipts will be much lower this year for two reasons

1) membership numbers have dropped by about 20% and

2) there may be very little income from competition entries.

Fortunately, the Region has built its reserves over the years thus enabling the Region to survive the Covid-19 situation.

The Region’s accounts have been circulated and cover a nine-month period, 1<sup>st</sup> April to 31<sup>st</sup> December 2020. As can be seen due to the pandemic the Region has a deficit of ca. £10,000 during for this period. It is anticipated that there will be further losses in 2021.

The Region will become an incorporated company on the 1<sup>st</sup> May 2021 and the new bank account is open and operable ready for the big day.

Questions following G Griffin’s report:

Sue Dors – Is the loan to Swim England going to happen again? – Response: SE have put forward a possible proposal for a further loan which would have a better rate of interest than the Bank is currently offering. It would be for £40K but 25% would be repaid per year but would not be repayable on demand as the current one is.

Sue Dors expressed concerns as SE finances not looking good – Response was that the University of Loughborough are in the process of buying back part of Sportpark thus generating income. Sue was reassured that SE are viable.

Sue Dors stated the Chief Executive salary is still rising and also questioned if it was

correct that the region would not be receiving any more help with office costs.  
Response: The Chair confirmed that SE were no longer subsidising office rental costs.

David Flack who is a Director on the SE Board explained that it had been a very difficult year for SE and the main objective had been to keep the company together. He is assured by SE and his knowledge of the business plans that they are a viable concern. Cash flow has taken a hit, however capital assets far exceed the cash flow issues. DF also stated SE had worked extremely hard to maintain the business throughout the pandemic.

Sue Dors still expressed her concern for the salary increases and the amounts being paid to the top management. This was echoed by Sarah Cook.

The Chair stated she would speak to Brian Havill and clarify the salary queries i.e. has the Chief Exec received the salary stated or 80% of it?

Mr Flack has a national board meeting this coming Friday and offered to raise the question over salaries on the Regions behalf. This offer was accepted by the Chair.

Sue Dors also stated she had been waiting for three weeks for an answer to a club enquiry raised and has still not had a reply.

Brian Steer (Exeter WP) agreed with Sue that the true figures should be shown.

Brian also asked for clarification on the £3k expenditure under WP. The Chair replied it was a very late invoice for venue hire from 2019 Inter Counties and also WP had purchased some new equipment.

Stuart Noyce confirmed all new equipment was now installed.

Kim Scotting enquired on the affect the financial situation would have on counties and clubs and was informed there would be a knock on effect. Hopefully things will start to improve over time and returning to "normal".

#### **POST MEETING NOTE:**

*The salary increase highlighted by Sue Dors was the pay increase that came into effect in April 2020 therefore already agreed pre Covid 19.*

*Response from David Flack: **All** staff have taken a 20% cut in salary Whilst for some staff this has been the result of a cut in hours and pay because of furlough, for higher management whilst they have taken the reduction in salary but not necessarily to hours worked*

#### **7. To receive the Chairman's report – Mrs Chrissie Robinson**

The Chair began with what a year it had been to become the Chair and thanked David Flack for his leadership and help in taking over the role. It had certainly been a steep learning curve. Zoom has been the first thing to master during the pandemic. The region have delivered 50 safeguarding workshops training 600 individuals free of charge and this will continue for the time being.

Time to Listen and Team Manager workshops have been delivered along with regular Chair, Coach, Covid, and Welfare forums in order to keep all informed accurately.

Things have been difficult as the region has lost the role of the Club Development Officer although Jackie, Chris and Stacey have stepped up in their roles.

There have been and will continue to be many issues at this time including pool price increases, covid 19 restrictions, loss of clubs and competitions but on a positive we

have still welcomed a couple of new clubs.

All clubs now have to hold the Stronger Affiliation accreditation or Swimmark and this work is an ongoing piece of work.

We look forward to the return to the pool and competition for the clubs and the Chair made a big thank you to all the volunteers in the region for their continued work and support enabling clubs to remain the heart of the region.

Brian Steer expressed his thanks to the region for the courses set and hard work from the staff in order to keep the region running.

#### **8. To confirm the Directors of Swim England South West Ltd:**

Regional Chair: Mrs C Robinson

Regional Vice Chair: Mr P Robbins

Finance Officer: Mr G Griffin

Cornwall appointment: Mr D Corbett

Devon appointment: Mr R Downing

Dorset appointment: Mr A Smart

Somerset appointment: Mr M Coles

Wiltshire appointment: Mrs D Lee

Gloucester county still to make their appointment.

#### **9. Regional Representatives to Swim England Forum x 9**

The attendees will be the directors plus Dr B Armstrong

The number of representatives is dependent upon the regional membership numbers, therefore if membership numbers decline the number of representatives will also decline.

Sue Dors raised the following: This must affect all regions and questioned if this needs to be looked into – The Chair will raise at the forum.

The Chair expressed her thanks to everyone for everything they do and especially Chris Tremellen and Rob Margetts who are both stepping down from their roles within the Swimming Committee. As a region we must thank them both for all of their assistance, knowledge and extremely hard work for the region over a great many years.

Both Chris Tremellen and Rob Margetts said a few words in response.

The Chair then reported that both of these roles need to be filled and the region needs people to come forward to fill these posts.

The Chair thanked everyone for their attendance and is looking forward to seeing everyone in the future.

Meeting closed 14.50