



Minutes of meeting on Saturday 20 January 2018 at Swim England South West Region Office

Present: Ian Stuart, Mary Hooper, Christine Merrifield, Alyson Bashford, Sarah Pullan, Lou Collings, Clair Murphy, Paul Davis, Jean Pitfield, Roger Downing, Viv Ebbs, Chris Seall, Keren Element

**ACTION**

1. Apologies  
Apologies were received from Paula Brand
2. Minutes of Meeting held on 2 December 2017  
under "Present "delete "Skill" and insert "Grade". Following the above amendment, the minutes were approved as a true and accurate record. The minutes were signed by the Chair.
3. Matters Arising
  - 3.1 Item 6: Grade Days and Report  
Lou reported that Routine Grades can be taken at club level providing it is run as an inter-club event and follows the same criteria as a grade day.  
  
Mary reported that there is an Update for Judges on the Grade day in March from 10.00-12.30.  
  
Mary reported that Basic Judges are now L1 judges
  - 3.2 Item 7: International Judges  
Mary reported that the Region paid for Georgie and Lynn's flights to Barcelona. She also said that the cost of sending Judges to the Synchro Conference was £2,200
  - 3.3 Item 8 – Swim England Meeting January 2018  
Paul reported that he is still waiting to hear about updates for Scorers.
  - 3.4 Item 9 – Multi Regional Competition  
Mary reported that the 2019 Multi Regional date is being changed. To be discussed at the next meeting.
  - 3.5 Item 13 – Synchro Development Days  
Development Days: Mary has contacted Jenny Gary about running a development day in September or October  
  
Team manager Courses: Mary has emailed Marion Britton but she no longer runs courses. Louise Foster can do module 1 and Stacey Vickery in the Regional office is qualified to run courses.
  - 3.6 Item 17 (b) – Regional Club Development Group  
Mary hasn't heard from David

**MH**

4. Matters arising not covered by the Agenda
- 4.1 Paragon Award International swimming hall of fame  
Mary has emailed Jenny Gray and congratulated her on receiving this award.
5. Competition Committee Discussion  
To note that today's meeting was just for Walsall trophy. Mary will email the committee after contact with Mandy. **MH**
- She reminded the committee that a Referee needs to be appointed for the September competition.
6. Music Equipment  
Ian circulated a paper giving details of the proposed music equipment to be purchased for the South West Region. He explained how it worked. The committee agreed to purchase the new music equipment including an underwater speaker, tripod and storage box. **IS**
7. Judges Update Training  
Mary to contact Sarah and Georgie to ask them to run an upskilling course for Judges. **MH**
- It was agreed that a Level 1 Judges course would be run in Bristol and a Level 2 Judges course at a venue to be decided, depending on which clubs wish to send candidates.
8. Development Days  
Mary reported that she has contacted Jenny Gray and Georgie and is waiting to hear back about their availability. Jenny would run a weekend of training days based in the south and the north of the Region. Jean agreed to look at dates and times available at Calne to fit in with other clubs in the area. **JP**
- Sarah reported on the discussion from the conference where it was agreed that land training sessions need to be run by a qualified gymnastic coach. Land training guidelines will be on the website by April.
9. Any other Business
- 9.1 Teachers Courses  
Chris enquired whether there was any other way of running a Level 1 teachers course other than going to Bristol which was either too far or too expensive. Mary noted that there are funds available towards taking a teachers course.
- 9.2 Judges Courses  
Chris reported that Level 1 Judges are not available at Ferndown. Mary noted that courses can be run and funds are available
- 9.3 Budget  
Roger reported that the Regional budget meeting takes place next week and he will highlight the Multiregional event next year as it will require extra funding because the South West is hosting the event. **RD**
- 9.4 Regional Report  
Roger reported on the following Regional matters:
- Recommendation to regional chairs that all clubs adopt the latest 2016 version of the club constitution. There is a template on the website
  - David Flack has been elected to the new board and the committee congratulated him.

- Membership cards will cease to exist from 2018 and emails will be issued instead when members join, at renewal and if the clubs have lapsed their membership. These will be generated and sent automatically through OMS and therefore email addresses will be mandatory
- The renewals cut-off date is being moved to 28th February in 2018 and 31st January from 2019
- Data protection rules are changing but have not been finalised yet due to the anomalies around Sport. A document is going to be produced to highlight the changes and will be going out to all the counties and regions in due course. There are new rights for people to access the information companies hold about them, obligations for better data management for businesses, and a new regime of fines. Main changes are in the rights of individuals and obligations placed on organisations covered by the regulation. These include allowing people to have easier access to the data companies hold about them, a new fines regime and **a clear responsibility for organisations to obtain the consent of people they collect information about.**

Data-bases must be up-to-date by 1 May 2018 with anyone who has left a club having been deleted.

- OMS update Feb 2018
- System now highlighting cat 1 swimmers who compete - clubs will be charged/disqualified e.g. Arena league.
- Recommend clubs use Easy fundraising one club in the South East raised £5000 in 2017
- Need to increase Swim Mark clubs as it means that their Governance is right and up to date; Clubs need to believe that it is the right thing to do. The thought is that **ALL CLUBS** should be essential; needs to be driven as a culture not tick box. Clubs need a key volunteer to drive it

#### 9.5 Paris Open

Jean reported that Lynn has been asked to judge at the Paris Open in March

#### 9.6 Music Licensing

Mary has had an email from Julie Harrison who is in charge of music and organising music licensing. It was noted that Synchro licensing is done through PPL. Mary to email Julie.

**MH**

#### 9.7 Artistic Swimming

Roger reported that it is still called synchro and British Swimming will decide if the name should change. Following their decision, Swim England will have to conform.

#### 9.8 Old Music Equipment

Lou reported that she has the old South West music equipment which only plays tapes. Members to let Lou know if they would like it donated to a particular charity, otherwise she will donate it to her local school.

**LC**

10 Date of next meeting  
Saturday 14 April at 2.00pm

There being no further business the meeting closed at 2.50pm

**Agreed by Chairperson and agreed to be a true and accurate record**

**Date: ...4 February 2018.....**

Signed .....  
Chairperson

Date.....

**Circulation:** Ian Stuart, Mary Hooper, Christine Merrifield, Alyson Bashford, Sarah Pullan, Lou Collings, Clair Murphy, Paul Davis, Jean Pitfield, Roger Downing, Viv Ebbs, Chris Seall, Keren Element