



President Roger Downing

Minutes of the Operations Committee Meeting held on Monday 10th January 2022 held via Zoom commencing at 10.15am

Present:

C Robinson	CR	Chair
P Robbins	PR	Vice Chair
G Griffin	GG	Finance Officer
J Hilleard	JH	Staff member
S Millett	SM	Staff member
C Vickery	CV	Staff member

2022/OC

1 Welcome, introductions and apologies

1.1 CR welcomed everyone to the meeting. There were no apologies and CR informed the committee this would be the last meeting for GG as he is finishing in the role of the Finance Officer. CR thanked him for all his hard work.

2 Declarations of interest

2.1 Declarations of interest received – none

3 Minutes of previous meeting held on 06.12.2021

3.1 Agreed as a true record – acceptance proposed by PR and seconded GG. Agreed unanimously.

4 Matters arising not on the agenda:

- 4.1 96.4 OW minutes still not received. CV has agreed to attend future meetings to take the minutes.
- 4.2 97.2 OMS there will be a recording available for clubs to access.
- 4.3 97.3 Youth Panel Poster now available to use. JH to supply CV with the name of the winner and their club.
- 4.4 Bristol Stingrays advised of their rejection as a new club and they have appealed.
Roger Downing to chair a group to work through their appeal. This will be discussed further at the Board meeting on Wednesday.
Ideally this club needs to become an affiliated Learn to Swim club and then needs to feed those ready to compete into one of the local competitive clubs.

Mr Turner is very keen to obtain a response from the appeals process.

5 Discipline Committee Minutes

5.1 Para – no meeting held

5.2 Swimming – no meeting held

5.3 Water Polo – no meeting held

5.4 Open Water – 22.11.2021 no minutes received

5.5 Artistic Swimming – 27.11.2021 minutes received however there are a couple of points that are ambiguous or out of context JH name spelt incorrectly and her title was also incorrect.

6 Club Development

6.1 JH stated there were a lot of clubs going through SM and SA – reminders being sent via the portal to all clubs.

2 clubs of concern for JH at present – Weymouth & Portland WPC and Horton & Broadway SC. Also Sidcot School AHC outstanding and no response to date.

For the next quarter due in April there will be 23 clubs for AHC and 4 for full accreditation.

6.2 Stronger Affiliation name change from 01.02.2022 to Club Affiliation.

6.3 Clubs only need SM or SA not both and some clubs still confused and doing both.

6.4 OMS - CR explained the situation regarding the suspension of University of Bath WPC and the issues around SE Membership and their suspension. This has also been discussed with Helen Weeks.

The main issue is Membership should be dealing with Regional Office and not anyone else.

The issue with University of Bath WP is ongoing and still needs to be resolved.

6.5 Youth Panel – JH is trying to sort the next meeting for Feb half term week.

6.6 YV workshop last Saturday went well with a member of the Youth Panel attending.

7 Finance Update

7.1 GG informed the committee that the accounts up until April 2021 all submitted to Companies House by the Accountants as dormant accounts and are all legal.

7.2 Best accountancy set up with Companies House to act as our Accountants.

7.3 Swimmark credits for clubs - still a few outstanding for last year.

7.4 S Noyce has informed GG there are 7 outstanding refunds required for WP which GG still needs to sort.

7.5 Balance sheet and profit and loss sheet all looking healthy.

7.6 Finance meeting in December 2021 with recommendations going to the board of directors meeting this week. Talent camps for all disciplines –coaches fees to be made more uniform across all disciplines.

7.7 GG has agreed to review the Finance Policy prior to the next Finance Meeting . Both of these need to go onto the website once agreed.

8 Update from SE BS & CLG

8.1 CR circulated minutes from the CLG

8.2 Regional Chairs meeting at the end of January.

9 Forums and Meetings in January

9.1 All meetings are sorted for attendance to sign in people. If any appear not to have

anyone please let CR know.

9.2 Meeting re swimming competitions looking likely to be 17.01.2022 with CR, PR CV Andy Osborne and Sandra Yeoman attending.

9.3 CV not needed for attending the board meeting.

10. Staff Leave

10.1 SM requested the week commencing 31.01.2022 – agreed

10.2 CV to discuss with CR any leave required as not yet finalised.

11. Misc

11.1 Club Issues – SM has had a few issues with constitutions but slowly getting there.

11.2 New club affiliations –

11.2.1 Tiverton WPC – waiting on Devon County – closing date 22.01.2022. Reminder to be sent to Devon County.

11.2.2 Dartmouth – waiting on Devon County and various club responses – reminder to be sent out to those who haven't responded. Closing date 22.01.2022

11.3 AOB

SM – Masters records all up to date and Swimming records to be sorted this week.

CR – AGM to be arranged with the Board for either a Saturday or a Sunday end of March time via Zoom.

12 Date of Next Meeting

07.02.2022 via Zoom

Meeting closed at 11.30