

SOUTHWOLD SWIMMING CLUB

37TH Annual General Meeting

Monday 20th July 2009
Courtside Suite, Yate Leisure Centre (7.30pm)

Minutes

Attendees:

Bob Duck (President)	Richard Tomlinson (Chair)	Helen Hall (Treasurer)
Keith Smith (Head Coach)	Cath Duck	Andy Monks
Al Hutchings	Juliet Jones	Jane Mynott
Andy Cox	Andy Bates	Tony Instrall
Caroline Buss	Lorraine Sayer	Sarah Tedstone-Stone
Nick Monks	Ashley Case	Andrew Lane
Lisa Graham	Judith Bush	Mark Aris
Lawrence Youlden	Jason Moore	David McCoubrie
R Lowther	Graham Holt	Sheila Ross
Tracy Bell (Minute Taker)	Mike Bell	Karen Porter
Lydia Jenkins	Andrew Currin	Kath Cox
Adrian Shaw	Sarah Bennett	Suzanne Jenkinson
Nick Ford	Helen Rogers	Sue Robinson

1. President's Opening Remarks

Bob Duck opened the AGM with a general thanks to all those who attended and went on to outline the general structure and aims of the AGM.

2. Apologies

Apologies were received from Giles Evans, Sue Evans, Andy Jenkins (Club Secretary), David Lowther and Jenny Constable.

3. Minutes of the Previous Meeting

Bob Duck asked for comment on the Minutes of the previous AGM held on 18th July 2008. The Minutes were accepted as a true record of the meeting, proposed by Helen Hall and seconded by Andy Monks.

4. Matters Arising from Previous Meeting

There were no matters arising from the previous meeting.

Sheila Ross asked for confirmation as to how life members were nominated. Bob Duck explained that life members needed to be nominated at the AGM. Andy Monks confirmed that life members have access to the Committee as a voting member and also they are not liable to pay Club fees. Keith Smith mentioned that he had not seen a list of life members and Alison Hutchings advised that a copy of the list should be held in the Club Secretary's file. The Committee agreed to obtain a copy.

5. Chairman's Report

Richard Tomlinson then presented to the AGM a Powerpoint Presentation, the content of which can be viewed as a separate document within the SSC website under "Meeting Minutes".

The Chairman thanked Sarah Bennett and Helen Rogers for their work in assisting the Club to achieve the Swim21 accreditation, and Adrian Shaw for his assistance with obtaining grants for funding.

Richard Tomlinson advised the AGM of the work that Bob Duck had undertaken with the Club website, and advised that the website would be re-launched in September 2009. The Committee will request assistance to maintain the website and volunteers will be requested.

6. Head Coach's Report

Keith Smith presented his report, the overview can be read in the separate document held on the SSC website. Copies will also be posted on the Club notice board.

Special mention was given to Bethan Tomlinson and Steven Van der Park who both obtained national qualifying times.

Keith Smith advised that the objectives set by the Committee when he joined the Club had been achieved and he is now looking to the Committee to set short and medium term objectives.

Keith went on to highlight the issues with trying to secure additional pool time, top swimmers will be offered 11.5 hours per week in the coming season, however there is a need to increase this time to 16 hours per week. Attempts had been made to share time with other Clubs, for example Henleaze, however other clubs had not been so keen to share.

7. Honorary Treasurer's Report

Helen Hall presented the Report. Final accounts could not be presented as the accounting year end is 31 August and as such figures were not finalised. An independent examination of the accounts would be completed by Nick Hatton. Helen Hall advised that there was likely to be a small deficit at the year end, a copy of the accounts to date was circulated at the meeting.

The overview can be read in the separate document held in the SSC website.

8. Budget & Membership Fees 2009/2010

Richard Tomlinson covered this section of the presentation.

Richard outlined the principles used when setting the budget, provided details of the swimming sessions available and the revised fees.

Question : How does this compare with other clubs?

Answer (Richard Tomlinson): Much work had been put into reviewing the fees and the Committee felt that the fees charged were comparable with other Clubs.

Bob Duck provided further clarification, advising that the budget with fees is mainly geared around the cost of securing pool time.

Question (Andy Monks): What is a session?

Answer (Richard Tomlinson): 1 hour of swimming training.

Andrew Currin commented that the monthly costs had been previously increased and did not agree that land training costs should be included.

Question (Suzanne Jenkinson): Could the cost of the annual ASA fees be paid on a monthly basis, rather than as a one-off payment?

Answer (Richard Tomlinson): All ASA fees are paid in February/March and so there would be difficulty with administration if the costs were to be spread over various months.

Bob Duck added that there was no way to avoid paying the fee as this was levied on all competitive clubs and also included cover for legal fees.

Question (Juliet Jones): Could the Committee provide assurances that younger swimmers would not be allocated pool time later in the evenings? As the new swimming groups are not yet known, if young swimmers are having to swim in a later session then parents would be paying for more pool time where their children would not be able to attend.

Answer (Richard Tomlinson): Pool time has not been extended, the notification of the swimming groups had not been previously notified as the Committee wanted to explain their reasoning in principle without parents reviewing their individual circumstances.

Keith Smith confirmed that the new swimming schedules would be made available however he reviewed the document and advised that the youngest ages for swimmers in B Squad was 11 years, C Squad 9 and D Squad 8. As it is difficult to get pool time the timetable had been reviewed and the latest time for some of the younger swimmers had been allocated to Friday night, so they would have the weekend to recover.

Question (Lisa Graham): When will we know what groups the children are in?

Answer (Keith Smith): The Groups have been finalised and will be available to parents. The Groups had not been published sooner as they wanted everyone to understand the reasoning behind the schedule, without being swayed by individual opinion.

Question (Andy Monks): Why is the Club releasing 11 fee paying customers (Swim Fit)?

Answer (Richard Tomlinson): We are a competitive club and the swimmers in this group rarely attend club championships or the founders gala. They also do not enter open meets arranged by other clubs and their overall attendance figures for swimming sessions has been low.

Bob Duck advised that if parents were unhappy with decisions made by the Committee, they should get involved with the Committee and make their voices heard.

Question (Lydia Jenkins): Why are the 13 senior swimmers allocated 1 lane when they all swim at differing speeds?

Answer (Keith Smith): Senior swimmers will be split into 2 groups and will have the chance to share lanes with the A and B groups who will be training at the same time.

Question (Lydia Jenkins): Why do the senior swimmers have to travel to Bath for one session?

Answer (Keith Smith): The seniors have to swim when the squads are training and younger swimmers cannot swim without supervision, whereas the seniors can make their own arrangements. Not all senior swimmers attend all the sessions.

Question (Nick Monks): If the senior swimmers have a limited time to swim should they not be given priority over other groups and be given Yate as a venue?

Answer (Keith Smith): 2 of the 3 sessions allocated to the Seniors are at Yate Pool. Richard Tomlinson added that the seniors should want to swim in the 50m pool in Bath.

Andy Monks added that it would be difficult for the Senior swimmers to be competitive if they are only swimming for 3.5 hours per week.

Question (Andrew Lane): Are there no other alternatives for Senior swimmers to swim on a Friday night, as attendance is not good on Friday sessions?

Answer (Richard Tomlinson): It is very difficult to put on lots of sessions, with pool time being limited, especially if the Seniors are not attending all session.

Keith Smith added that if the Seniors were to have more pool time that would be at the expense of other groups.

Bob Duck advised that attendance would be reviewed at sessions on an ongoing basis.

Question (Mark Aris): Why is resistance training being split into 2 sessions?

Answer (Richard Tomlinson): Session needs to be split into 2 groups as it is difficult for one Coach to cover a large group.

Bob Duck closed this part of the presentation.

9. Election of Officers and Management Committee

All committee positions were reviewed and the following volunteers were proposed, seconded and therefore elected:

Chair	Richard Tomlinson	Proposed Seconded	Andy Cox Lawrence Youlden
Club Secretary	Graham Holt	Proposed Seconded	David McCoubrie Juliet Jones
Club Treasurer	Helen Hall	Proposed Seconded	Sarah Bennett Helen Rogers
Membership Secretary	Juliet Jones	Proposed Seconded	Jayne Mynott David McCoubrie
Competition Secretary	Jacqui McCoubrie	Proposed Seconded	Lorraine Sayer Sheila Ross
Championship Secretary	Sarah Bennett & Sue Robinson	Proposed Seconded	Helen Rogers Andy Cox
Officials Coordinator	Jason Moore	Proposed Seconded	Lawrence Youlden Rob Ford
PR Officer	Andy Cox	Proposed Seconded	Mike Bell Lydia Jenkins
Welfare Officer	Helen Rogers	Proposed Seconded	Sarah Bennett Sue Robinson

A discussion followed regarding the role of the committee members, ie attendance at committee meetings to vote and to assist with the running of the Club.

Caroline Buss asked if there was a minimum age to become committee member, which was confirmed as 18 years.

Sheila Ross asked if members could be co-opted to the Committee at a later stage, and this was confirmed.

Caroline Buss asked if it was appropriate for Club Coaches to be elected as Committee Members. Bob Duck confirmed that the Club Rules did not prevent a Coach from becoming a Committee Member and Andy Monks confirmed that it could not be a paid coach that took up such a position.

Committee Members Lawrence Youlden
 Mark Aris

David Lowther
David McCoubrie

Committee Members were elected on block.

10. Election of Life Members

Again it was discussed and agreed that a full list of life members should be located.

A proposal was received from Cath Duck and seconded by Caroline Buss that Giles Evans should be elected to life member. A vote was taken, 22 voted in favour, there were 5 abstentions.

A proposal was received from Helen Rogers and seconded by Nick Monks that Andy Lane should be elected to life member. A vote was taken, 22 voted in favour, there were 7 abstentions.

Both proposals were therefore carried.

11. Any Other Business

Lydia Jenkins asked why previously elected life members had not been invited to the Founders Gala, as historically this had been the practise.

Richard Tomlinson advised that he was not aware that this had been organised in the past and the Committee should review previous practise after a list of life members was located. Alison Hutchings mentioned that the list should be located with the Club Secretary.

Andy Cox commented that the Friends of Southwold are looking for more assistance with organising events and ideas for future fundraising. All volunteers welcome to future meetings, held at Yate Leisure Centre.

Lawrence Youlden commented that despite short notice the Founders Gala was a success and reiterated the need for future volunteers to assist at these events was crucial, in order to spread the load of work.

The re-opening of the pool in Winterbourne, in September, was discussed. The Committee agreed to contact the pool as it may be a possible training venue for the younger swimmers. The Committee requested that they be kept informed of any pools that have spare time, as pool time is very difficult to obtain. A discussion followed regarding possible venues as Westonbirt, Tockington and Badminton Schools.

12. Date of Next Meeting

The date of the AGM is the 3rd week in July each year, the Committee will advise a suitable time and venue nearer to the date.

13. President's Closing Remarks

Bob Duck closed the meeting thanking everyone for their attendance, with a special thank-you to all the Club Swimmers.

Tracy Bell
Minute Taker
22nd July 2009