**CUMBRIA AMATEUR SWIMMING ASSOCIATION**

Minutes of the Executive Meeting held on Sunday 17th June 2018 at Workington Leisure Centre at 10.30am

**Present:** Martin Tickner (Secretary & President), Keith Chisholm (Treasurer), Matt Hinde (Chair), Mark Ralph (Vice-Chair), Craig Heggie (Workington), Shaun Winstanley (Workington), Nicola Stephenson (Copeland), Andy Gallagher (Welfare OffIcer), Helen Smith-Ward (Volunteer Coordinator), Lesley Capstick (Ulverston), Raymond Watson (Past President), Jenny Woodburn (Kendal), MIke Bond (Kendal), Muriel Moffet (Carlisle Aq), Sam Bell (Carlisle Aq), Ray Browne (Barrow), Lora Nicholson (Cockermouth)

1. **Apologies for absence:** Heidi Jackson (Cockermouth), Ian Powley (Penrith), Julie Johnson (Kendal), Ian Richardson (Copeland), Graham Pearson (Carlisle Aq).
2. **Minutes from the previous meeting (8th April 2018)** were signed as a true record of the meeting with the following amendment, Keith did submit a financial report but it had gone missing when Martins email account had been hacked.
3. **Actions arising from the previous minutes:**
4. Item 4 Jocelyne helped select the Inter-Association team and the Kendal coaches will act as team management on the day of the competition.
5. Item 8 e) Clubs are asked to submit initiatives to promote Masters swimming within the County.
6. Item 8 h) GPDR – there is an update on the SE NWR website
7. **Update on England County Talent Pathway –** Lesley reported that the 1st session held in April was well supported by 24 swimmers and parents with some positive feedback. The 2nd session is on 1st July and the 3rd session on 20th October will both be held at Kendal which has access to the sports hall and a full pool. All swimmers got on well together and the same coaches are available for the July session. Keith proposed that all coaches should get travelling expenses @25p per mile, this was agreed.
8. **County Records Update –** Janette Ralph has produced a set of County Record and Age Group Record certificates. The certificates are first class and the first batch will be signed today and passed onto the relevant clubs. Mark has updated the Records Policy and the claim form. Both documents were approved with a note to be added to the policy on how to claim a record. The time period on how long to claim a record was extended from 14 days to 28 days. Mark will amend the document before it goes on the County website, Mark will also refer to it on the County facebook page. It was felt that with the current low number of para swimmers in Cumbria it was not necessary to hold records. There is currently no policy on Masters Records, it was suggested that we ask Graham or Judy Hattle if they wish to have such a policy.
9. **Nomination of Swim England North West Region President Elect –** It is Cumbria’s turn to nominate a person to represent the region as President –Elect from September 2018 to September 2019 and President from September 2019 to September 2020. Martin proposed Graham Pearson for his commitment to the Cumbria ASA Executive meetings, his role as Cumbria ASA lead coach and his standing in Masters swimming. Matt seconded the proposal and the nomination was agreed.
10. **Age Groups 2019**
11. Mark referred to the two sub-committee meetings held in May and June and thanked the attendees, although Penrith were not represented at the first meeting or Ulverston at the second meeting. Qualifying times are to be as 2018 with Keith to look at times for the reverse 800m and 1500m freestyle events. Catering to be £5 per official up to a maximum of £200 including fruit, sweets etc. Coaches can have lunch at a cost of £5 per person.
12. It was felt that we should look at ordering some County logo water bottles that officials could fill up during the day to avoid having a large number of plastic bottles. Mark will look at ordering a supply of 100 if he can get a quote of less than £2 per bottle. Martin will hold the stock and distribute to officials. Only 1 per official, additional ones will have to be paid for.
13. The list of duties for each club and the collection of trophies at the Winter Meet were agreed.
14. The County currently has no defined Team Management Policy. We could implement the SE NWR policy. All clubs need to be proactive in facilitating the Team Manager Module and we probably need to contact Karen Carter at NWR to look at providing a course in Cumbria. **ACTION**
15. Programme of events (version 2) produced by Keith with events 507 and 509 swopping places with event 701.
16. Mike Bond felt that the minutes from the meeting on 2nd June did not accurately reflect the voting on the venues for the age groups in that there was a split decision with the Chair taking a casting vote resulting in Workington hosting both weekends. Mike also raised Julie Johnsons (Kendal Chair) email sent on Saturday evening in which Kendal offered to cover the cost of Swim Time and Ian Prouds expenses if one weekend was hosted by Kendal.
17. Venues – the decision arising from the meeting on 2nd June to hold both weekends at Workington was discussed and subsequently defeated in a vote. A second proposal from Jenny Woodburn to hold one weekend in Workington and 1 weekend in Kendal was agreed. There was no decision taken on the venues for the 2020 age groups. Julie Johnson to confirm that the pool hire cost will not exceed £1500 and Kendal ASC will pay for the timing system and Ian Prouds expenses. Kendal also agreed that no visiting teams would occupy the benches in front of the spectator seating area.
18. Dates – 12th/13th January at Workington and 26th/27th January at Kendal
19. The 2018 Winter Meet will now take place at Copeland on 1st/2nd December with the 2109 Winter Meet taking place at Carlisle.
20. The decisions taken regarding the qualifying period, winter meet closing date, para medals, presentations, entry costs and swim shop were agreed.
21. **Reports**
22. **Treasurer –** Keith confirmed that the Associationhas funds of £16,773.09 in the Nat West account and £4857.01 in the Barclays account funding account. Recent expenses incurred were £600 for the Inter-Association competition, £1184 for County tops, diddy league £494, County Talent £364 and £147.75 towards a level 2 coach.
23. **Championship Secretary –** nothing to report
24. **Meet Organiser –** noting to report
25. **Diddy League Secretary –** Sams report was distributed to members. Sam added that he had approached GLL to see if they would pay for the pool costs for the diddy league competition but they declined. The grand final is being held later today with Workington being the only team to miss out. Sam felt it may be necessary to look at the rules again for next season. Sam was congratulated for his work as diddy league secretary.
26. **Masters Secretary –** no report
27. **Team Managers –** nothing to report
28. **Welfare Officer –** Andy referred to the wavepower document that was distributed and hopes that clubs distributed the letter to all parents for signature.
29. **County Volunteer Coordinator –** Helen distributed her usual list of officials to each club and highlighted the fact that all officials need to be more proactive in attending galas.
30. **Any Other Business**
31. Keith mentioned that Helen Whittle is giving up her post as Regional Officials Coordinator.
32. Copeland ASC are holding a Safeguarding Course on 30th July
33. Lora asked whether each club could be given a list of the swims their swimmers are competing in at the Inter-Association competition. Keith will forward a list to Martin to send to each club.
34. Copeland expressed thanks to those swimmers and officials who supported the recent Copeland Graded Gala.

Meeting closed at 12.50pm