



# GLOUCESTER COUNTY ASA

President: Brian Guy



## MINUTES OF GLOUCESTER COUNTY ASA EXECUTIVE HELD AT THE GABLES, FALFIELD, GLOS ON MONDAY 5<sup>th</sup> JANUARY 2015

Nb: in the absence of Brian Guy, Mike Hynd (past President) chaired the meeting

### **Attendees:**

#### **Hon County Posts:**

Keith Smith – Secretary, Neil Harper (Officials)

#### **Club Delegates:**

Club	Delegate 1	Delegate 2
Bishopsworth SC		
Bristol Central SC	Nicky Booth	
Bristol Henleaze SC	Brian Guy	
Bristol Masters SC	Herbie Adams	
Bristol North SC	Gerald Staddon	Janet Staddon
Bristol Penguin Olympic SC	Jeremy Dudley	David Cousins
Bristol South SC		
Brockworth SC		
Cheltenham S&WP Club	Ian Stuart	Phil Jones
Cinderford & District SC	Matt Rogers	
Cirencester SC	Allan McCouig	
City of Bristol SC	Nicky Booth	
Dursley Dolphins		
Gloucester City SC	Josh Pattison	Gavin Phillips
Gloucester Masters SC		
Harlequins WPC	Gerald Staddon	
Lydney SC		
Portway SC		
Sevenside Tritons	Keith Smith	
Soundwell SC		
Southwold SC	David Lowther	
Stroud Masters SC		
Tewkesbury SC	Allan Clift	
United Bristol Swimming Club	Jeremy Dudley	

#### **Past Presidents**

Marion Britton

Pauline Adams

Herbie Adams

Ian Stuart

Phil Jones

Mike Hynd

Item	Action
<p><b>1. Apologies:</b>            Brian Guy (President), Karen Bailey (Treasurer), Alan Giles (O/W), Sheila Bryant (Severnside), Dave Beaumont (C.O.B.), Richard Tomlinson (County Champs), Grace Williams &amp; Mark Collins (Bishopsworth), Darren Stone (Southwold)</p>	
<p><b>2. Minutes of Meeting 17<sup>th</sup> November 2014:</b>            Minutes accepted.</p>	
<p><b>3. Matters Arising from 17<sup>th</sup> November 2014:</b>            None. All actions currently completed or in progress see a.o.b.</p>	
<p><b>4. Correspondence</b>            City of Bristol had notified the County that they had been awarded the 'Network Accreditation under the ASA' Swim 21 quality standard. C.O.B. are the first network club in the South West and only the second in the country.</p>	
<p><b>5. Treasurers Report</b></p> <ul style="list-style-type: none"> <li>• Karen Bailey had been unable to supply a Treasurers Report prior to the meeting as the statements are still being sent to David Bishop (past Treasurer) and Karen has been hospitalized due to a slipped disc and currently unable to drive.</li> <li>• Keith Smith agreed to liaise with David Bishop to arrange the necessary actions to change address for statements to be sent to and change signatories for cheques. (<i>see a.o.b. on page 4 regarding electronic processing</i>).</li> <li>• Keith to also confirm County returns were being processed and any other standard treasury processes with Karen and David.</li> </ul>	<p>Keith Smith</p> <p>Keith Smith</p>
<p><b>6. Activity and Reports</b></p> <p><b>a. Swimming – Blocks 2015</b>            Richard Tomlinson was not available for the meeting but had supplied documentation on the Blocks 2015 (see Appendix 1).</p> <p>The following action points required decisions from the Exec committee.</p> <ol style="list-style-type: none"> <li>1. Repair and/or replacement of County Trophies procedure               <ol style="list-style-type: none"> <li>a. It was agreed that donated trophies requiring repair or replacement should in the first instance be discussed with the person(s) who donated the trophy (if possible). If the person(s) who donated the trophy wish to arrange or replace the trophy then the County will gratefully accept otherwise the County will assume the cost.</li> <li>b. If a trophy is replaced the person(s) who donated the trophy should be offered the original trophy back. In the case that the person(s) does not want the trophy back the County may use the old trophy as part payment for a new trophy (assuming the trophy has value).</li> </ol> </li> <li>2. John Clements 200m backstroke trophy. A majority vote agreed that the trophy should continue to be presented. It was noted that the trophy required repairs. The County would assume the costs of repairs.</li> <li>3. Retired trophies – Herbie Adams notified the Exec that Herbie and Pauline Adams currently have a number of retired trophies in their attic and asked if these could now be disposed of (none are believed to have any value). The Exec asked that they check that Sheila Bryant (current Trophy secretary) doesn't require any of them first and then dispose of them.</li> </ol>	<p>Sheila Bryant</p>

**b. Open Water – Alan Giles**

Alan Giles had previously supplied a report to the meeting which had been circulated - *See Appendix 2.*

**c. Swimming Officials – Neil Harper**

- Judges 2 course set for the 26 January 2015, at present approximately 15 candidates have expressed an interest in attending it.
- Volunteers to staff the distance events at Hengrove in January have been few and far between. So far I have had more people say they are not available than those that will be. Clubs must note that if we do not get enough volunteers, there is a real risk that these championships will not be able to go ahead. *County Admin will contact clubs to ask for officials to attend session 1.*
- Looking forward to the Blocks proper, the invitations to officiate at those events will go out later this month. It is of great concern to me that one of our major clubs appears to be attending an open meet rather than the blocks. This is bound to have an effect on the number of officials available and whether this set of the blocks can comply with licensing requirements that weekend. *Neil and Keith Smith will follow this up after the meeting with the club involved and the meet manager as on an approved County blocks w/e, adjoining Counties should not accept entries into open meets.*

County  
Admin  
All Clubs

Neil Harper  
Keith Smith

**d. Synchronised Swimming – Ian Stuart**

See Appendix 3

**e. Water Polo – Phil Jones**

Nothing to report

**f. Disability – Josh Pattison**

DSE Nationals 22nd and 23rd of November in Manchester. Gloucestershire won 20 medals from the 10 for Gloucester and 1 Bristol North swimmers.

Date for British International is 26-29th of March and info is on the British Swimming website. This is the qualification meet for the world champs which will be 13-19th July also in Glasgow.

**g. Masters Swimming – Herbie Adams**

Herbie was pleased to report that on review Gloucester County had performed well at the inter-county masters and had finished in 8<sup>th</sup> place (a great improvement from 13<sup>th</sup> place in 2014).

Herbie notified the Exec that both he and Pauline would be retiring from Masters at the next AGM in May 2015. Herbie expressed concern about the management of the Masters meet in September. The Exec agreed to contact clubs to ask for volunteers to manage the meet. This should be discussed at the next meeting in March 2015.

County  
Admin  
All Clubs

<p><b>h. Regional – Keith Smith/Marion Britton</b></p> <p><b>Board Meeting</b> – Nothing to report  <b>Regional Sub Committees</b> – Nothing to report. Marion is not available to attend the next SWR meeting. Keith Smith agreed to attend in Marion’s place.</p>	Keith Smith
<p><b>1. A.O.B.</b></p> <p><b>1. County Payment Process</b>  Due to Karen’s incapacity due to injury no progress has been made to date. The constraints on the current payment system have been highlighted due to the Treasurer’s unavailability and time/logistics involved obtaining two signatures. The Exec gave approval for the progression to an electronic payment system (with limits on payable amounts – recommendation max £300 individual payment and a total of £2000 per month). Greater sums to require approval from GCASA President and Secretary. On-line viewing of bank account to be made available to Treasurer, President and Secretary. Keith will follow up the actioning of this facility with Karen &amp; David Bishop (past Treasurer) and appraise Exec at the next meeting.</p>	Keith Smith Treasurer
<p><b>2. Team Manager Training</b> – Two people have expressed interested in becoming trainers for Team Manager Training. Marion will follow this up and update the Exec.</p> <p><b>3. Young Volunteers Programme</b> - County Sec informed the Exec that ‘other Counties’ in the SWR are running their own volunteer training programmes which enables the local running of courses. The Exec agreed was a practical way forward for Glos County. County Secretary to liaise with the County Volunteers coordinator to establish local programme.</p>	Marion Britton  County Sec
<p><b>4. Handbook</b> – A draft handbook had been supplied prior to the meeting for review. Some sections still needed updating (awaiting some information). It was agreed that a second draft would be circulated within a week to the standard email list for review prior to publishing on the County website.</p>	Herbie Adams County Admin
<p><b>5. County Communication Emails</b> – County Admin has requested updated contact details from all clubs. Not all had been received in as yet. Once this is complete the standard email communications to agreed club contacts will be sent as cc not bcc so that recipients can see who the email has been sent to.</p>	County Admin All Clubs
<p><b>6. Monthly Activities</b> – County Admin and Keith Smith had produced the first draft which had been circulated to the meeting attendees. It was agreed that this would be a useful reminder of when activities and events take place in the County calendar. The activity calendar could be updated when required. Meeting attendees are asked to notify County Admin if any activities are missing.</p>	County Admin Meeting attendees
<p><b>Next Meeting: Exec Meeting – 9<sup>th</sup> March 2015 – 7:30pm</b>  <b>All meetings to be held at The Gables Hotel, Falfield, Glos – just off Junction 14 of the M5</b></p>	

## Appendix 1 – Swim Managers Report - Richard Tomlinson

### Key Actions – Completed to Date (For information)

- 1) Meet Conditions Approved by County Exec (Sep 2014)  
- Details of the competition on the GCASA website
- 2) Meet License Application submitted (Oct 2014) – Awaiting confirmation of approval.
- 3) Entries received for Session 1 and Programme issued to Clubs.
- 4) Close date for entries for Sessions 2-11: Friday 23rd January 2015
- 5) County Champion, Senior Champion and Junior Champion awards received from suppliers.
- 6) Medals not yet delivered – we have sufficient stock for Session 1.

### Replacement Trophies: For Exec to Decision

We have 50 trophies which are presented to individuals and teams as part the County Championships. A number of trophies are in need of significant repair. We need to introduce an annual review of the Trophies and either “retire” or replace the ones which are no longer in a good state. I recommend we replace any broken trophies with similar style new trophy (cost ~£100 per Trophy and Typical annual cost £300-500).

Decisions needed from Exec: (*see item 6.a in main minutes for decisions*)

(i) Replace each broken trophy with new trophy. (Y/N)

NB If we don't replace then we need to no longer present the broken trophies.

(ii) Any replacement trophy will be named for its original sponsor (Y/N)

E.g. County 100m Individual Medley the City of Hereford Trophy which has a broken handle would be replaced with a new City of Hereford Trophy.

If we don't retain the original sponsor details then we either need new sponsors or to brand all new Trophies as just GCASA trophies.

(iii) Does the Exec wish to continue presenting the The John Clement Cup?

(iv) Any retired trophy will be given to the last winner to keep. (Y/N)

If we don't do this then we need somewhere to display or store the old trophies.

Gloucester County Amateur Swimming Association

### Running the Sessions (For Information)

#### Date Sessions Lead Club Support Club(s)

#### Running the Sessions (For Information)

Date	Sessions	Lead Club	Support Club(s)
Sunday 18 <sup>th</sup> January	1	UBSC	Bristol Henleaze, Bristol Penguins, Bristol North, Bristol Central, Bishopsworth
Saturday/Sunday 7 <sup>th</sup> & 8 <sup>th</sup> February	2-5	Soundwell	Southwold, Bristol Penguins, Lydney, Bristol North
Saturday/Sunday 7 <sup>th</sup> & 8 <sup>th</sup> March	6-9	Sevenside	Bristol Central, Bishopsworth, Cinderford, Dursley
Saturday/Sunday 21 <sup>st</sup> & 22 <sup>nd</sup> March	10-15 inc Teams	Gloucester City	Bristol Henleaze, Tewkesbury, Cheltenham, Cirencester

## **Appendix 2 – Open Water Report - Alan Giles**

Some months ago I understood Emily Taylor, the ASA South West Club Development Officer, was involved in discussions with Gcasa about swimming development opportunities?

Subsequently in December I met Paul Shergold at Henleaze Lake, standing in for Emily until mid-2015, to discuss Open Water Opportunities not only for the County, but potentially other interested parties utilising the resources of Henleaze Lake. He is also intending to liaise with the ASA South West Open Water committee.  
>*I am hoping Paul's enthusiasm will help to promote Open water; in February I intend to meet with him again to progress ideas and opportunities.*

### **2015 Training opportunities for Clubs at Henleaze Lake**

(Extract from a Previous report which may be of interest to Gcasa Clubs)

- HSC is interested in supporting Open Water.
- HSC, with their Superintendent team would be able to provide evening and
- Saturday Open Water sessions (say from mid May / early June to September)
- (Evenings could be say 7.20 pm to 8.30pm
- & Saturdays say 9.00am to 11am)
- These sessions would provide an opportunity for Clubs to have specific Open
- Water sessions with HSC – and help to provide training for the West ASA
- Open Water championships at Weymouth at the end of June, and the National
- Open Water championships at Rother Valley, near Sheffield.

**Finally** So if you or your Club want to know more about Open water and use of Henleaze Lake please contact [Henleazeswimmingclub.org](http://Henleazeswimmingclub.org) Or alternatively please contact me Alan Giles

## **Appendix 3 – Synchronised Swimming - Ian Stuart**

The final competition of 2014 was the National Age Groups on 5<sup>th</sup> December - 7<sup>th</sup> December 2014 at GL1 in Gloucester when swimmers from Bristol Central and Cheltenham competed, the results can be found here -

<http://www.swimming.org/synchronationals/live-scoreboard-results/>

Bristol Central's detailed report is here -

*We had excellent results at the National Age Groups in December held at the Gloucester on the 5th, 6th & 7th.*

*We achieved medals in nearly all of the age groups as follows:*

*Recreational Age Group Combinational teams: 12/u - 4th, 13/14 - 1st, 15/17 - 3<sup>rd</sup>.*

*Competitive Age Groups: 12/u Team 3<sup>rd</sup>.*

*Dominated the 13/14 age group with a 1st & 2nd in Figures and Solo, 1st in Duet and 1st in Team and 15/17 Team 1<sup>st</sup>.*

*Izy Thorpe regained the overall routine highest marks swimmer award 2014.*

*Following this National competition, we then had 8 girls qualify for the England Talent trials which took place the following weekend at Crystal Palace, and 6 of our girls have been selected for the 15/u England 2015 squad, and 1 for the England 2015 Talent ID squad.*

*We also have our club athlete Genivieve Randall who has been selected for the GB & England Junior duet for 2015.*

*From January we will be preparing our 15 and over athletes (seniors) for the English National Championships where we hope to regain our National Champions status.*

Squad days have been arranged on 31<sup>st</sup> January, 23<sup>rd</sup> May and 20<sup>th</sup> June and skill assessment days have been arranged on 28<sup>th</sup> February, 27<sup>th</sup> June and 17<sup>th</sup> October. I would like to thank Alyson Bashford, Mary Hooper and Viv Ebbs for organising and publicising these days.

The ASASWR Synchro Standing Committee will next meet on 28<sup>th</sup> February 2015 at the Wellington offices.

## Gloucester County ASA Annual Activities Schedule

Month	County Activity	Regional Activity	National Activity
Sep	GCASA Masters Swimming Championships Executive Committee Meeting	SWR Annual Council Meeting SWR Management Board SWR Masters Championships SWR Masters Committee SWR OW Committee	
Oct		SWR Disability Championships SWR Officials Committee SWR Swimming Meeting	ASA Annual Council Inter-County National Team Champs
Nov	Executive Committee Meeting	SWR Management Board SWR Synchro Committee SWR Winter Swimming Champs	British Masters Swimming Champs British Disability Championships
Dec			
Jan	Gloucester County Swimming Championships Executive Committee Meeting	SWR Management Board	
Feb	Gloucester County Swimming Championships	SWR Forum SWR Swimming Committee SWR Officials Committee	
Mar	Executive Committee Meeting	SWR Management Board	
Apr			British Synchro Champs British Swimming Championships
May	Inter-County Local Meet County AGM		
Jun		SWR Management Board SWR Swimming Committee SWR Officials Committee	
Jul	County Open Water (with SWR) Three Counties Meet (Glos, Worc, Staffs)	SWR Forum SWR Open Water Committee	British Summer Championships
Aug	County Championships Review Meeting		British Summer Championships Home Nation Summer Meets



## Gloucester County ASA Annual Activities Schedule

### County Activities Diary

Month	County Activity	Key Activities		Owner
Sep	<a href="#">Executive Committee Meeting</a>	<ul style="list-style-type: none"> <li>Approval by committee of County Championship Conditions</li> <li>Appoint County Manager for Inter-county Nationals competition in Oct</li> </ul>	<ul style="list-style-type: none"> <li>Inter-County National teams in October</li> </ul>	Club Reps
Oct				
Nov	<a href="#">Executive Committee Meeting</a>	<ul style="list-style-type: none"> <li>Approval of County Championships review recommendations</li> </ul>	County Championships Manager to present	Club Reps
Dec			County Trophies to be returned ready for current swimming year championships	Trophy Secretary
Jan	<a href="#">Executive Committee Meeting</a>	<ul style="list-style-type: none"> <li>Decision on County Open Water dates</li> </ul>	<ul style="list-style-type: none"> <li>Decision on inclusion with SWR or independent</li> <li>Appoint O/W Team Manager</li> <li>Buy medals etc if required</li> </ul>	Club Reps
Feb			<ul style="list-style-type: none"> <li></li> </ul>	
Mar	<a href="#">Executive Committee Meeting</a>	<ul style="list-style-type: none"> <li>County Team Manager and Coach for 3 Counties Meet in Jul</li> <li>County Team Manager and Coach for Inter County in October</li> </ul>		Club Reps
Apr			<ul style="list-style-type: none"> <li>Review of County clothing and re-order if applicable</li> </ul>	County Secretary
May	<a href="#">County AGM</a>	<ul style="list-style-type: none"> <li>Election of County officials</li> <li>Election of County reps to SWR Posts</li> </ul>	<ul style="list-style-type: none"> <li>Book coach company for Three Counties meet in July</li> <li>Notify swimmers of selection for above meet</li> </ul>	County Secretary

**Gloucester County ASA Annual Activities Schedule**

		<ul style="list-style-type: none"> <li>• Setting of County ASA Levy</li> </ul>		
Jun				
Jul			<ul style="list-style-type: none"> <li>• Book coach company for Inter-County National teams in October</li> </ul>	County Secretary
Aug	County Championships Review Meeting	<ul style="list-style-type: none"> <li>• County Championships Manager to hold review and recommendations meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Book County dates for following year</li> <li>• Plan championship schedule for following year</li> </ul>	County Championships Manager