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|  | **WILTS. COUNTY**  **AMATEUR SWIMMING ASSOCIATION**  **Founded 1907 Affiliated to the A.S.A. South West Region**    **President: Richard Moorhouse** |

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE ASSOCIATION**

**Held on Saturday 12th November 2022 at 9.30am via zoom**

The Chairman opened the meeting and welcomed everyone. He then held a moments silence is recognition of three former officers who has sadly passed away: Tony Stratford and Brian Davies

The meeting then continued as per the agenda published in advance.

1. Apologies for absence

Jean Pitfield. Gary French. Mel Sweetman. Pat Stratford. Lesley Leffers

1. Minutes of Annual General Meeting held on Saturday 28th Nov 2020

The Chairman, Andy Ryczanowski asked all attendees if there were any comments on last year’s AGM minutes. No points were raised, and the Chairman confirmed they were a true record of events.

1. Matters arising

No points raised in Matters Arising.

1. Appointment of tellers (if necessary)

The Chairman confirmed this was not necessary.

1. Chairman’s report

The Chairman presented his report at the meeting:

I want to start my report by saying goodbye to two dear friends of Wiltshire Swimming who have passed away this year: Tony Stratford President in 1997 and a long-time teacher, coach, head coach and official of Swindon Dolphins; and Brian Davis also a long-time swimmer, teacher, and coach of Swindon Dolphins.

Following on from COVID lockdown in 2020 and 2021 we have seen activities start to return. However, we have been hampered by issues such as energy crisis, spiralling inflation, difficulties with leisure providers and lack of willing volunteers, but as a sport we persevere, smile, and get on with enjoying swimming in its many forms.

For myself as well as all the committee work and officiating, I have been in contact with the various disciplines involved in swimming within the county. The following are highlights from the individual sections:

**Swimming:** This year saw the County Championships running in January, February, and March due to issues with getting pool time and a bout of COVID that laid low the majority of the Events Management Team. I would like to thank the Events team for delivering such a well-run and successful championships.

The county had reasonable representation at the Regional Championships and National Championships in the summer. I was pleased to see other county officials joining me and Paul Robbins at regional events, and I was amused to see Paul Robbins and Grace Mangutha-Ogborn in their Snazzy Nations tops in the Regional Newsletter.

A 30 strong county team was sent to the National Intercounty Event in Sheffield in October this year after a two-year gap. Also, after a two year gap the County Development Camp ran in Calne. I want to thank all the coaches and volunteers involved in these two events.

We are well on the way with post COVID with competitions now almost back to normal, but we still need volunteers at all levels to help to continue with this recovery. I, as well as many others, were sad that we are without the popular Wiltshire leagues at present, but there are plans afoot for 2023.

**Masters:** Like the rest of the sport our master’s section have lost numbers of swimmers, volunteers, and pool time resulting from COVID. Pleasingly, in October 2022 saw the return of a County Masters event since March 2020 held in Trowbridge. Well done to all those involved in getting this event on. I know the normal three rounds of the County Masters are planned for 2023 and we have a good committee set up to push these events forward for the future.

A strong contingent from Wiltshire went to both the British Masters in Sheffield and the Regional Championships at Millfield. We also have a team entering the National Inter County Masters event tomorrow (Sunday 13th November 2022) so good luck to the team. I wish to finish the master’s section by mentioning Jon Audis who went to Rome for the European Masters Championship in August and returned with a silver and two bronze medals – well done Jon.

**Diving:** There are two clubs within Wiltshire, and they continue to thrive. Standard across the county continues to get better, and Irene Aldridge continues to work hard at Highworth to build up their club membership. Well done, Irene.

County members have been competing at various open meets across the country with West Wiltshire Diving club gaining Golden success at the Peter Waterfield Novices meet and SESW Regional Skills. Of the 8 West Wilts members who qualified, 3 competed at the National Skills Competition in Leeds this July.

Training of level 1 coaches continues but level 2 courses are hard to find, and this will have an impact on future staffing for clubs and programmes.

Melanie Sweetman represented diving at the Commonwealth Games and was poolside for every prelim and final in the diving competition. She was joined by ex-county champion Sophie Sutton and her sister Ashleigh who were both members of West Wilts Diving Club. Well done, Melanie.

**Artistic Swimming:** Within the County we have a small but thriving squad of swimmers under the guidance of Clair Murphy at Calne Alpha. I am due to meet up with them shortly to find out more about them.

**Water Polo:** Within Wiltshire we currently have two squads; Bradford-on-Avon and Swindon Dolphins. They both compete in the Bristol and West leagues and do okay. I have recently had the pleasure of seeing my first live Water Polo match at Marlborough College where Swindon Dolphins beat Bristol Harlequins 12-8. Thank you, Chris Selby, Andy & Helen Hicks for allowing me to sit at the “Table” to watch all the action and putting up with my many questions.

Both Bradford and Swindon Dolphins are trying to build Junior and Women’s sections and have come together to re-form a Wiltshire Water Polo Committee with Chris Selby becoming the County Rep on the Regional Committee.

**Open Water:** We are currently without a committee in the county and relay on others to enable our swimmers to compete. This situation needs rectifying and anyone who is interested should contact me or any of the County Officers.

**Para Swimming:** Across the county we have several para swimmers performing at many different levels with Suzanna Hext our Paralympian at Swindon. I would like to mention the good work that Paula Rutherford and Dean Fouracre are doing at Swindon, and all the coaches in the county with para swimmers. A few officials and me from Wiltshire, attended the Para-Swimming CPD and Regional Event at Hengrove in September. This was to qualify and/or re-qualify as Para Officials. I like to say well done to Dave Jones for delivering the CPD session. This qualification becomes more important as we see more para swimmers taking part in local Open meets.

I want to say well done to all the people who were nominated at the Regional Awards back in September:

Coach of the year nominee – Dean Fouracre, Swindon ASC.

Club of the year nominee – Swindon ASC, Swindon Dolphins.

Official of the Year nominee – Paul Robbins, Trowbridge ASC.

Youth Champion nominee – Grace Woolley, Swindon ASC.

Spirit of Aquatics nominee – Grace Woolley, Courteney Roberts both Swindon ASC.

And the winners were Swindon ASC for club of the year, Grace Woolley, and Courteney Roberts for Spirit of Aquatics. Well done all.

County committee work continues at pace with the new format of Management Executive meeting nearly every two months and Clubs getting together twice a year to hear feedback on current activities and giving feedback on what they want to see being provided by the association. To enable this set up to become official a working group has been formed to re-write the County Constitution. This is on hold at present as we a waiting on Swim England to provide a new template for County Constitutions. Once this with us we will be looking at the whole county set up to ensure it is fit for purpose and to deliver what we need to achieve over the next few years as we emerge post COVID, and all the other issues that beset us at present. One key driver for us will be to ensure that we get the right people with the right skills in the right positions to push our sport forward. We will need more volunteers to make this happen, so please see what you can all do within your club set ups to get these people on board.

Finally, I want to give a big thank you to all of you, for all the support you give to our sport. I want to thank everybody who is involved with all the sub-committees, without you the county activities would not happen. I also want to thank all the Club Chairs, Secretaries, Treasurers, committee members and all the volunteers who turn up in their own time to help run this sport for all the swimmer of the county.

Thank you all so very much, myself and the County Executive Officers wish you all a verysuccessful season ahead.

**Sandra Yeoman on behalf of the county thanked Andy for all his hard work over the year.**

1. Hon. Treasurer’s report

The report covers income and expenditure for the period 1st September 2021 to 31st August 2022.

The overall financial position of the County remains strong in 2021/22 with total assets of £88,934 compared to £88,363 in 2021. This includes an estimated value of stock which does need to be confirmed in 2022/23. The total funding held in the bank account is £67,562.

Debtors arising during 2021/22 have all been resolved since the end of the financial year.

**Affiliation Fees**

Membership levels continue to recover but are still lower than pre-covid. This continues to be the main income stream for the County as event income typically only covers event costs.

Actual Membership numbers at the end of the financial year for 2021/22 were

Category 1 – Club Train 1,838

Category 2 – Club Compete 957

Category 3 – Club Support 691

The County Membership fees for 2023 have been left at £3 for each category.

For information the Regional Fees for 2023 are as follows

**Regional Affiliation Fees for 2023**

Club Train £3.15

Club Compete £4.00

Club Support £2.00

Club Fee £90.00

**Competition**

The only competition has been the County Championships. Although the summary on Page 1 shows a loss of £2,082, when debtors are taken into account the event made a small profit of £633 which taking into account the loss of the sprint events and absence of spectators should be considered successful from a financial perspective.

The expenditure incurred in relation to the Inter Counties relates to the competition in October 2022, and as such further expenditure and income will be included in the 2022/23 accounts.

**Education and Development**

The County has reduced its financial commitment to WASP from £3,000 per annum to £1,500 and is further reviewing the basis of the agreement.

Expenditure on Bursaries and Post Covid support is still low. Clubs have been encouraged to seek support and funding remains available for these purposes.

**Reserves Policy**

The County has no formal reserves but increasingly it is a requirement that we identify reserves funding. The County has no contractual commitments apart from those entered into during the financial year for issues such as pool hire. However, the funding set aside previously for post covid support will remain in place and should be replenished at £10,000 as previously agreed.

**Club Accounts**

It is a requirement that Clubs accounts are independently examined. Swim England guidance states the following

The Club is required to maintain full and accurate financial records of its dealings with an independent examination of the accounts taking place and being submitted at the Annual General meeting. “Independent” for these purposes means a person who is not related to and preferably not a close personal acquaintance of the Treasurer or any member of the Committee. This process has in the past been referred to as an “audit”. However, the word “audit” has legal implications which may require an extensive financial process. It is unlikely that most Clubs will wish to pay for this, and because of the complex requirement, it is also unlikely that volunteers will be able to comply with the whole process at no cost. The recommended requirement is for Clubs to have their accounts “examined” as described above. It is good practice to allow two months between the end of the financial year and the AGM to allow for the accounts to be examined.

1. Hon. Competition Secretary’s report

At the National Inter-County Team Event in Sheffield last month Wilts ASA finished in 13th place in division 2, which is an improvement by two places on the position from 2019. Thanks to all coaches, team managers and officials who accompanied and supported the team. Thanks also go to the selectors Lesley Leffers and Andrew Higgins. 26 first time caps were awarded.

The Masters have their Inter-County tomorrow at Millfield.

1. Presentations of awards

Awards for Boy/Girls and Club of the year were presented this year to

Girl – Daisie Ball - Trowbridge

Boy – Oscar Bellinger - Salisbury

Club – Tigersharks

Club Awards:

Oram Trophy – (bronze, gold, silver etc & challenge awards)

goes to Wroughton ASC

Dorreen Clark Award goes to Tigersharks

Richard Moorhouse county President could not physically give the awards due to meeting being via zoom, but awards will be sent to the winners.

**Insulation of Presidents**

1. Election of Officers. including welcome from all clubs to the newly elected President.

The Chairman mentioned that there were various vacancies on the Subcommittee, in particular there is a need for a Welfare Officer, without which we can’t hold the County Championships for instance. It was confirmed also that the independent financial auditor Sue Haydon will remain in place.

(See attached for full list)

Unanimous approval was given for the current list of offices that was provided in advance (see table below).

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| President | David Wookey - Durrington |
| President Elect | Mel Sweetman – West Wilts Diving |
| Chairman (2 of 4) | Andy Ryczanowski |
| Hon. Secretary | Michele Greenan |
| Hon. Treasurer | Geoff Pearce |

**Outgoing President**

The Chairman then thanked Richard as outgoing President for his work

**Richard Moorhouse gave a thanks for his year.**

Three years ago, when I was nominated as the executive choice for County President Elect, I looked forward to taking up the role the follow year and attending the various local, regional and national events where I could watch the swimming rather than officiating and try my best to represent the County. Then there would also be the social side of meeting the other presidents and the opportunity to learn about and see the other disciplines.

Unfortunately, as Catherine said last year, circumstances changed in a way no-one could have foreseen. Although this last year has seen a return to events the emphasis has quite rightly been on the athletes and providing them with a safe environment to compete in by reducing the number of people present to those needed to run competitions with spectators excluded. This coupled with my other personal commitments has meant opportunities for me to attend events has been limited.

Having said that I have managed to present some individual awards, including g to Suzanna Hext, and attend some club presentations. I would like to thank the clubs for their invitations and apologise to those I have had to decline.

What is clear is the continued hard work and dedication of the officers, committee members and coaches, at all levels and often with difficult and changing restrictions, has ensured that the swimmers and athletes of all the disciplines have been able to come back to train and compete in the sport. Sadly, despite all this hard work and dedication we have lost some great clubs this last year, let us hope we lose no more.

Finally, may I thank everyone for the opportunity to have been the County President and wish David the best for his year as County President. And hope that it is a lot smoother in the next 12months

**Incoming President**

Dave Wookey

Sarah Norman (Durrington) gave a few words nominating the President-Elect:

I am delighted to nominate David Wookey as President-Elect. David has been president of Durrington for past 8 years and actively involved in swimming for many years.

**President Elect**

The nomination was agreed, Andy welcomed him and commented that we all look forward to working with David.

Sandra Thanked David for being president on behalf of all clubs and wished him every success. Each club took it in turns to welcome David as president.

1. Constitution changes (NONE)
2. Appointments and Regional sub committees’ appointments

Confirmation of those nominations brought to the management Zoom meeting on 26th Oct 2022. was sought. The show of hands confirmed unanimous approval of all nominations. If clubs know of anyone who would be suitable to fill in the gaps could they please let the team know.

**Officers**

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| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| President | David Wookey | Durrington |  |
| Chairman  (2 of a 4-year term) | Andrew Ryczanowski | Lesley Leffers | Lisa Osman |
| President Elect | Mel Sweetman | West Wilts Diving |  |
| Secretary | Michele Greenan | Sandra Yeoman | Andrew Ryczanowski |
| Treasurer | Geoff Pearce | Michele Greenan | Sandra Yeoman |

**Other Executive Appointments**

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| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| Welfare Officer (2) | Jo Paton | Swindon Dolphins |  |
| Independent Accountant | Sue Haydon | Andy Ryczanowski | Michele Greenan |
| Asst. Secretaries (2)  Mins Secretary | Phyllis Nicholls  Mike Greenan | Michele Greenan  Michele Greenan | S Yeoman  Andrew Ryczanowski |

**Subcommittee members appointments**

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| **Finance Committee** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Committee members (4)** | Andrea Christmas  Andrew Brown  Richard Moorhouse | Swindon ASC  A Ryczanowski  A Ryczanowski | Michele Greenan  Geoff Pearce |

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| **Emergency Committee** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Committee members (2)** | Dennis Yeoman  Paul Robbins | Dave Jones  Michele Greenan | Sandra Yeoman  Andy Ryczanowski |

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| **Competition Development & Performance Planning** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Sandra Yeoman | Dave Jones | Dennis Yeoman |
| **Specialists** | Paul Robbins | Sandra Yeoman | Dave Jones |
| **Sub Committee members (4)** | Richard Smith  Jane Hart  Sarah Bailey  Nigel Butler | Karen Heal  Dennis Yeoman Sandra Yeoman  Dennis Yeoman | Peter Seward  Dave Jones  Dave Jones  Dave Jones |

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| **Education and Development** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Andrea Christmas | Swindon ASC |  |
| **One rep from each network (4)** |  |  |  |
| **Sub Committee members (2)** | Becki Hunt | Swindon Dolphins |  |
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| **Officials Panel** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Dave Jones | Dennis Yeoman | A Ryczanowski |
| **Specialists** | Sandra Yeoman  Gary French  Paul Robbins | Dave Jones  Sandra Yeoman  Michele Greenan | Dennis Yeoman  Dennis Yeoman  Andy Ryczanowski |
| **Sub Committee members (4)** | Julia Porton  Andy Brown  Richard Moorhouse  Darren Hall | Swindon Dolphins  Dave Jones  A Ryczanowski  A Ryczanowski | Sandra Yeoman  Michele Greenan  Sandra Yeoman |
| **Officials Organiser** | Michele Trevithick | A Ryczanowski | Michele Greenan |
| **Officials Organiser Masters** | TBC |  |  |

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| **Masters** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Phil Bailey | Sandra Yeoman | Rebecca Smith |
| **Specialists** | Rebecca Smith | Sandra Yeoman | Phil Bailey |
| **Sub Committee members (4)** | Konrad Adams  Dan Pickup  Jon Audis  Salisbury Rep | Sandra Yeoman  Sandra Yeoman  Sandra Yeoman | Phil Bailey  Phil Bailey  Phil Bailey |

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| **Artistic** **Swimming** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Clair Murphy | Lynne Eddy | Jo Giddings |
| **Specialists** | Lynne Squires | Clair Murphy | Lynne Eddy |
| **Sub Committee members (4)** | Lynne Eddy  Jo Giddings  Adel Rahn  Lynda Hutton | Clair Murphy  Clair Murphy  Clair Murphy  Clair Murphy | Bella Hutton  Bella Hutton  Bella Hutton  Bella Hutton |

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| **Water Polo** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Chris Selby | Swindon Dolphins |  |
| **Specialists** | Andy Hick  Helen Martin Hock | Swindon Dolphins Swindon Dolphins |  |
| **Sub Committee members (4)** | James Sawley  Sophie Wilmshurst  Andy Strong  Jim Robinson | Swindon Dolphins Swindon Dolphins Swindon Dolphins  Andy Ryczanowski | M Greenan |

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| **Open Water** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** |  |  |  |
| **Specialists** |  |  |  |
| **Sub Committee members (4)** |  |  |  |

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| **Diving** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Mel Sweetman | I Aldridge | Emma Hill |
| **Specialists** | I Aldridge | Mel Sweetman | Sophie Alderson |
| **Sub Committee members (4)** | Sophie Alderson  Emma Hill | Emma Hill  Mel Sweetman | Mel Sweetman  Sophie Alderson |

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| **Moonraker Leagues** | | | |
| **Position** | **Nominee** | **Voted By** | **Seconded By** |
| **Secretary Summer** | Diane Lee | Michele Greenan | Sandra Yeoman |
| **Secretary Winter** | Rob Hart | Sandra Yeoman | A Ryczanowski |

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| **Competitions** | | | |
| **Position** | **Nominee** | **Voted By** | **Seconded By** |
| **Secretary Competition** | Rebecca Smith | Sandra Yeoman | Dennis Yeoman |

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| **Coaches Committee** | | | |
| **Position** | **Nominee** | **Voted By** | **Seconded By** |
| **Secretary** | Lesley Leffers | Coaches committee |  |

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| **Para Committee** | | | |
| **Position** | **Nominee** | **Voted By** |  |
| **Secretary** | Paula Rutherford | Swindon ASC |  |

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| **Swim Strategy** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **Secretary** | Lisa Osman | Sandra Yeoman | Dave Jones |
| **Specialist** | Paul Robbins | Dave Jones | Dennis Yeoman |
| **Committee members (every technical sub-committee secretary)** |  |  |  |

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| **SWR delegate** | | | |
| **Position** | **Nominee** | **Proposed By** | **Seconded By** |
| **SWR board member (2 of 4 years)** | Diane Lee | Michele Greenan | Sandra Yeoman |
| **Open Water** |  |  |  |
| **Water polo** | Chris Selby | Swindon Dolphins |  |
| **Coaches committee** | Richard Smith | Karen Heal | Peter Seward |
| **Para Swimming** | Paula Rutherford | Andrea Christmas | A Ryczanowski |
| **Swimming Committee** | Sandra Yeoman | Dave Jones | Dennis Yeoman |
| **Artistic Swimming** | Clair Murphy | Lynne Eddy | Bella Hutton |
| **Officials Panel** | Paul Robbins | Official Panel |  |

1. Proposed dates for 2023 Executive Meetings:

Thursday 26th January, Wed 19th April, Thursday 18th Oct 26th all TBC

1. Date of 2023 A.G.M.

The date of Saturday 11th November 2023.

1. Nomination date to Wilts ASA 8th October 2023

**Meeting closed at 10.18am**

**Annex i: AGM Attendees – full list**

* Dave Jones Past President
* Dennis Yeoman Past President
* Diane Lee Past President
* Maurice Cleaver Past President
* Michele Greenan Past President
* Andrea Christmas Past President
* Paul Robbins Past President
* Sandra Yeoman Past President
* Rebecca Smith Bradford on Avon
* Phyllis Nicholls Corsham ASC
* David Wookey Durrington Otters
* Sarah Norman Durrington Otters
* Lynne Blunden Marlborough Penguins ASC
* Claire Balecke Melksham
* Andy Brown Royal Wotton Bassett
* Rachel Workman Swindon Dolphins
* Andy Ryczanowski Tigersharks ASC
* Geoff Pearce Tigersharks ASC
* Michele Trevithick Tigersharks ASC
* Lisa Osman Tigersharks ASC
* Nick Owen Tigersharks ASC
* Kerri Hargreaves Warminster
* Ben Yeoman Wroughton ASC
* Jane Jones Wroughton ASC
* Phil Bailey Wilts ASA Master