

Minutes of the Annual Meetings of the Amateur Swimming Association and the Amateur Swimming Association (Swim England) Limited

13 October 2018

Venue: DoubleTree by Hilton Hotel Coventry, Paradise Way, Coventry, CV2 2ST

Present:

Officers:	Richard Whitehead	(President and London Region)
	Mike Farrar	(Chairman, Swim England Board)
	Elizabeth Sykes	(Vice President and West Midlands Region)
	Jane M Nickerson	(Chief Executive Officer)

Swim England Board:	Keith Ashton	Neil Booth	Ali Breadon
	Mike Farrar	David Flack	Caroline Green
	Brian Havill	Ian Mackenzie	Jane M Nickerson
	Bernard Simkins	Sue Smith	

East Region:	Ian Knight	Ian Mackenzie (and Swim England Board)
	Sheila Mackenzie	David Metcalf
	Chris Vinter	Joan Wheeler
		Geraldine Metcalf

East Midlands Region:	Ursula Beck	Ron Brewin	Brian Collis
	Deborah Dean	Angela Hidle	John Hidle
	David Rush		

London Region:	Jackie Bedford	Jean Cook	David Fletcher
	Kay Grimshaw	Alex Harrison	Kathy Hook
	Stewart Nicklin	Ralph Shortland	Richard Whitehead

North East Region:	David Alexander	Alan Donlan	Christine Golightly
	Ray Gordon	Anne Reah	Barry Saunders
	Kathryn Smith	Stuart Walker	

North West Region:	John Armour	Neil Booth (and Swim England Board)
	Brian Boyle	David Burgham
	Paul Costello	Lesley Fawkes
		David Collins

South East Region:	Eileen Adams	Jane Davies	John Davies
	Jennifer Gray	Susan Harrison	Ray Hedger
	Chris Lee	Alan Lewis	Mollie Lewis
	Roger Penfold	Roger Prior	Peter Robinson

	Shelley Robinson	Geoff Stokes	
South West Region:	Graham Cockill David Flack (and Swim England Board) Robert Margetts Andrew Smart	Roger Downing Paul Robbins Keith Smith	Chris Elliott Bob Holman Christine Robinson
West Midlands Region:	Mike Beard Vivienne Hewitt Liz Sykes	Mandy Garrott Stuart Highfield	Tony Green Simon Kirkland

Associated Body:

Institute of Swimming: Ian Mackenzie (Chairman)

Rules Committee:

Colin Robson

Independent Disciplinary and Dispute Resolution Appeals Panel (IDDRAP):

Terry Wilkinson (Chairman)

Staff:

Brian Havill (Chief Financial Officer)
Richard Barnes (Director of Legal)
Emma Griffin (Operations Director)
Damian Stevenson (Insight & Partnerships Director)
Jon Glenn (LTS & Workforce Development Director)
George Wood (Sport Development Director)
Mike Thompson (Chief Commercial & Marketing Officer)

Alison Clowes (Head of Media & Public Affairs)
Siân Breen (Operations Team)
Ali Sibcy-Allen (Operations Team)
Tracey Carecci (Operations Team)
Julie Wileman (Operations Team)
Jason Dankenbring (Operations Team)

Auditors:

Tom Wilson, haysmacintyre

1. President's address

- 1.1 The President, Richard Whitehead, welcomed everyone to the 2018 Annual Council Meeting of the Amateur Swimming Association and the Annual General Meeting of the Amateur Swimming Association (Swim England) Limited. Prior to the commencement of the proceedings members were asked to stand in silence in memory of those delegates to Council who had sadly passed away during the year. These were noted as Roy George (Past President) and John Lewis (Past President).

The Chairman of the Swim England Board took over the chairing of the meeting at this point.

2. Introduction by the Chairman of the Swim England Board.

2.1 Apologies

Apologies were received and accepted from:
John Leach (Past President)
Eric Wilkinson (Past President)
Members of the Members' Forum:
Keith Belton, Paul Hayes, Stewart Murray - East Region
Duane Rae-Clean - East Midlands Region
Diane Gamble - London Region

Howard Leighton - North East Region
Shelley Whitehead - North West Region
Ellie Purvis - South East Region

- 2.2 The Chairman of the Board welcomed members to the meeting and outlined the format, noting that the Annual Council Meeting of the Amateur Swimming Association would be followed by the Annual General Meeting of the Amateur Swimming Association (Swim England) Limited. It was confirmed that starred questions had been received and responded to in the usual manner and attendees were encouraged to raise further questions during the open mic session at the end of the meeting.

3. **Presentation by the Chief Executive Officer**

- 3.1 The CEO gave a presentation to the members, reflecting on the positive work completed since agreement to incorporation was given. Future areas of focus were outlined and the challenges to achieving key objectives were noted.
- 3.2 The CEO was thanked for her presentation and the outstanding work she has done to lead the organisation throughout the year.
- 3.3 The Chairman welcomed updates from the Chairs of the following committees within the Swim England governance structure:
- Sport Operations Committee – Neil Booth
 - Audit, Risk and Probity – Ali Breadon
 - Facilities – Keith Ashton
 - Commercial – Bernard Simkins
 - Partnerships – Sue Smith

Declarations of Interest.

None declared.

4.1 **Minutes of the Annual General Meeting of the Council of the Amateur Swimming Association, 14 October 2017**

- 4.1.1 Missing apology from Dave Fletcher (London Region) was noted.

Pending this amendment the minutes were agreed as a correct record.

Vote: Approved unanimously

4.1.2 **Actions from the Annual General Meeting of the Council of the Amateur Swimming Association, 14 October 2017**

None.

4.2 **Annual Report 2017-2018**

- 4.2.1 To approve the Annual Report for 2017 – 2018

Vote: Approved unanimously

4.3 **Consolidated Group Accounts 1 April 2017 – 31 March 2018**

- 4.3.1 To adopt the Amateur Swimming Association Consolidated Accounts for 2017 - 2018

Vote: Approved unanimously

4.4 **Report of the Swim England Representatives of British Swimming Limited**

- 4.4.1 To note the report of the Swim England Representatives of British Swimming Limited.

The report was noted

The Chairman thanked the members of the Group Board and Sport Governing Board, especially noting their contribution during the transitional period post incorporation.

The Chairman closed the formal Council meeting of the Amateur Swimming Association.

The Annual General meeting of the Amateur Swimming Association (Swim England) Limited was then opened

The Chairman explained voting procedures, including instances where proxy votes would be counted.

5.1 **Approval of Company Regulations**

- 5.1.1 During the meeting it was proposed that Regulation 15 - "The annual general meeting shall normally be held in October" - be removed.

Proposed by Susan Harrison (South East), seconded by Mike Beard (West Midlands)

Vote: Approved unanimously

Following a question from Robert Margetts (South West) it was noted that Board Directors do not automatically possess the right to vote at a general meeting of the company.

Taking into account the removal of Regulation 15 the members were asked to approve the Company Regulations.

Vote: Approved unanimously

6.1 **Approval of Terms of Office**

- | | | |
|-------|-------------|---------------------|
| 6.1.1 | Mike Farrar | To 31 December 2022 |
| | Neil Booth | To 31 December 2022 |

Vote: Approved unanimously

6.2 **Appointment of Judicial Commissioner Claire McAuslane**

- 6.2.1 The Company Secretary explained that the current Judicial Commissioner, Andy Gray, had retired before completing his three year term. Claire McAuslane to be appointed for one year to October 2019.

Vote: Approved unanimously

6.3 **Election of Members of the Judicial Appointments Panel 2018 – 2019**

- | | | |
|-------|----------------------|---------------------------|
| 6.3.1 | East Region | Chris Galer |
| | East Midlands Region | Position currently vacant |
| | London Region | Position currently vacant |

North East Region
North West Region
South East Region
South West Region
West Midlands Region

Position currently vacant
David Collins
Eddie Lyne
Malcolm Hopes (Chairman)
Dave Boot

Vote: Approved unanimously

6.4 Notification of appointments made by Judicial Appointments Panel

6.4.1 To take effect from October 2018 and to remain in office until October 2021.

Mr Patrick Crowley (Vice-Chairman)
Mrs Terry Lambert (Chairman)
Mr Edward Saulter
Ms Wendy Golding
Mr Anthony Jackson

Appointments noted

6.5 Re-confirmation of Swim England Representative as Director of British Swimming Limited

6.5.1 The Chairman re-confirmed the following as Director of British Swimming

Keith Ashton To November 2020

Vote: Approved unanimously

6.6 Re-appointment of Swim England representative as Director of British Swimming Limited

6.6.1 Alex Kelham 2018 - 2022

Vote: Approved unanimously

6.7 Appointment of Swim England representative as Director of British Swimming Limited

6.7.1 The Chairman noted that Ray Gordon was time barred and thanked him for the valuable contribution he had made whilst in the role.

Jane Nickerson 2018 - 2022

Vote: Approved unanimously

6.8 Appointment of members to the Swim England Qualifications Board (previously Awarding Body Board)

6.8.1	Penny John-Pearse	2018-2022
	Linda Freeman	2018-2022

Vote: Approved unanimously

6.9 Appointment of the Auditors

6.9.1 To confirm the appointment of haysmacintyre as Auditors of the Association for 2018 – 2019

Vote: Approved unanimously

Thanks were extended to the Auditor, Tom Wilson for the assistance and support provided throughout the year.

7. **Date and Venue for Annual Council Meetings**

7.1 2019 – 12 October, central venue to be confirmed

7.2 2020 – it was agreed that further consultation would take place before confirmation was issued on this date

8. **Election of Office Holders**

8.1 President – Liz Sykes, West Midlands Region

8.2 Vice President – Ian Mackenzie, East Region

9. **Close of Meeting**

There being no further business the Chairman declared the meeting closed.

