

Meeting
Dorset County Amateur Swimming Association
(Affiliated to Swim England and Swim England South West Ltd)

Minutes of the County Association Executive Meeting No 1 of 2023/2024
DYA Hall, Lubbecke Way, Dorchester DT1 1QL – 2 November 2023

Present

President	Mrs M Young	County Competitions Secretary	S Platts
Chairman	R Honeybun (PP)	Synchronised Swimming Secretary	Mrs C Seall
County Administrator	Mrs D Gibbs		
Treasurer	G Griffin [LP]		

Past Presidents Mrs J Beard, R Holman, Mrs N Honeybun, M Hoskins, L Jessop, Mrs G Nuttall, Mrs C Thompson.

Clubs Represented Bere Regis, Bridport Barracudas, North Dorset Turbos, Poole, Seagulls, Swim Bournemouth, Wareham, and West Dorset.

23/06 Apologies

D Clark, G Mitchell, J Parkin, Mrs S Podger, Mrs T Roberts, A Smart, M Smith, Mrs J Tillyard, N Wickens.

23/07 Minutes of the County Association Executive 4 April 2023

Agreed that the minutes of the County Association Executive Meeting on 8 June 2023 be accepted as a true record.

Prop: Mrs J Beard

Sec: G Griffin

Carried

23/07(a) Matters Arising

23/04(d): Backstroke ledge trialled and successful.

23/07(b) Outstanding Actions

E22/09: Complete. SWR confirmed safeguarding non-attendance rebooking fee not charged.

E22/11: Resolved 23/04(b) Exec 8 June 2023.

E23/01: Complete

E23/02: Complete

23/08 Correspondence

1. Swim England: Lucy Doyle appointed as Swim England National Welfare Officer.
2. Swim England: Transgender Policy came into force 1 September 2023. Mandatory clause/format for all licensing applications and announcements at competitions.
3. Swim England: Team Manager, Coach and Chaperone Policy 2023 came into force 1 September.
4. Swim England: Club Health Tracker information. Minimal interest shown from Dorset clubs.
5. Swim England: "Don't put a cap on swimming" video. Poole Masters clip included.
6. Swim England: 2024 Swim England membership fees: Club Train £10.35; Club Compete £32.70; Club Support £6.00; Temporary Membership £18.30; 50% reduction for Sept to Dec membership. SE SWR 2024 membership fees.

23/09 Finance Report

1. Accounts as of 29 September 2023: Current £28,467.81; Deposit £79,897.92; Cash in hand £150; Tornadoes SD SC £6,238.61; Total £114,754.34.
2. £4k of Tornadoes SD SC development funding accessed for backstroke ledges and storage bags.
3. Annual storage insurance effective 1 November 2023 renewed with Howdens.

23/10 Welfare

No WO information received by DCASA WO from SE since being in post (April 2023); SWR trying to

resolve. Incorrect contact details for DCASA WO on SE website now corrected.

23/11

Development

1. Swim England: Mandatory annual workshops now a requirement for SwimMark/Club Affiliation accreditation as follows: Foundations in Inclusivity (all club Chairs), Governance for Chairs, and Governance for Welfare Officers. From January 2024 all clubs will also be required to submit a DIAP (Diversity and Inclusion Action Plan).
2. Swim England: New Safeguarding CPD ('Mobile Devices in the Sport Setting') available for those who have completed the full SE f-to-f or online course. Complete list of CPD modules can be found at swimenglandqualifications.com/cpds.
3. Swim England SWR: County Development Day 7 January 2024; R Honeybun, G Griffin, and Mrs J Beard to attend on behalf of Dorset.
4. Swim England SWR: Club & Pool Operator Relationships webinars scheduled 2 November (19.30-20.30), 14 November (12.30-13.30) and 30 November (19.30-20.30). Safeguarding courses available at a discounted cost of £10pp. Team Managers courses (L1/L2) are also being run to cater for the requirements of the new supervisory policy.
5. Swim England County Development Programme: First camp of 2023-24 Programme took place 25 October 2023 at Talbot Heath School with 24 swimmers from eight clubs participating. Lead Coach Martin Littlefair (Seagulls), Coach Mentor/Team Manager Barry Alldrick (Poole), Skills Coaches Eve Goldsack (Seagulls), Mark Freeman (Blandford), Phil Looker (Poole) and Trish Goodrick (Weymouth). Change to 12-year-old age group following a Relative Age Effects Study.
6. DCASA: Swimming Coach course (L2) taking place Oct/Nov 2023 in-county with practical sessions at Talbot Heath School; 13 Dorset candidates from eight clubs participating.
7. DCASA: Assistant Swimming Coach course (L1) scheduled Jan/Feb 2024 in-county with practical sessions at Talbot Heath School.

MN: Foundations of Inclusivity workshop completed by all DCASA Executive Officers.

23/12

County Business

23/12(a)

Dorset President Elect

Karen Yendole nominated for role of DCASA President Elect 2023-24.

Prop: Poole SC

Sec: Mrs D Gibbs

Carried

23/12(b)

Dorset Water Polo Secretary

Glen Mitchell to be co-opted for the role of DCASA Water Polo Secretary 2023-24.

Prop: Mrs D Gibbs

Sec: R Honeybun

Carried

23/12(c)

New club affiliation

Affiliation of South Dorset SC refused by SWR; club to appeal.

PMN: Head coaches of Bridport Barracudas and Weymouth approached by South Dorset SC; advised to contact club committees.

23/12(d)

County Governance

1. Meeting of Executive Officers and A Smart with SE Sport Governance & Welfare Manager Helen Weeks and Club Governance & Standards Officer Lizzie Butcher on 25 July 2023. Annually CAs will be required to submit seven elements of evidence as follows: Constitution, ACM minutes, Chairman's Compliance, Welfare Officer's Compliance, Diversity & Inclusion Action Plan (DIAP), Risk Assessments and Personnel Report.
2. Recommended Succession Planner and Risk Register be produced; guidance documents available. DG noted that a Risk Register was not to be confused with a Risk Assessment. An RR constituted a substantial amount of work and preferably undertaken by someone already familiar with the task.
3. 2023 Constitution and draft ACM minutes uploaded. Constitutional issues to be addressed at 2024 ACM as follows: reference to LEN as the European Governing Body, specify the voting of age of members as 18+, and addition of acknowledgment of rules by member clubs. To be resolved: use of pronoun in reference to post holders.
4. DCASA OMS has been updated to list all relevant personnel, including coaches, TMs, and support staff integral to events and competitions run under the banner of Dorset County ASA. Uploaded to Governance portal.

ACTION:
E23/03 KY

5. RAs now on file for DCASA Swimming competitions (Championships, Graded Meet and Development Competition), DCASA Artistic Swimming competitions and events, SE SWR Water Polo Inter-County Championships, National County Team Championships, and the DCASA County Development Programme. RA for Masters Inter-County Competition to be completed.

ACTION:
E23/04 DG

6. Work in progress: DIAP, Succession Planner and RA for the Masters Inter-County Competition.

23/13

County Reports

23/13(a)

Swimming Committee

1. STC: Report as minutes of May/Aug 2023 meetings (Appx 1/Appx 2 refers) submitted.
2. Licensing update: Transgender clause mandatory from 1 September, licensing applications after 1 October to include depth of pool (both ends), clarification of officials expenses and meet organisers to upload own results.
3. County Record to be redacted (23/13(a).4 italics precedes): Snr Male SC 200IM – R Hemmings (Poole), 2:04.81 recorded at Littledown, January 2023.
4. County Records (5, backdated) to ratify:

M	Snr	SC	50Bk	24.23	R Hemmings	Poole	Sheffield	Dec	2022
M	Snr	SC	100Bk	52.37	R Hemmings	Poole	Sheffield	Dec	2022
M	Snr	SC	200Bk	1:55.56	R Hemmings	Poole	Sheffield	Dec	2022
<i>M</i>	<i>Snr</i>	<i>SC</i>	<i>200IM</i>	<i>2:02.69</i>	<i>R Hemmings</i>	<i>Poole</i>	<i>Sheffield</i>	<i>Dec</i>	<i>2022</i>
M	Snr	SC	400IM	4:32.05	R Hemmings	Poole	Littledown	Jan	2023

Prop: Mrs D Gibbs

Sec: L Jessop

Carried

5. County Records (4) to ratify:

M	Snr	LC	50 Bst	28.75	O Jones	Poole	Sheffield	Jul	2023
M	Snr	LC	100 Bst	1:03.04	O Jones	Poole	Sheffield	Jul	2023
M	Snr	LC	200 Bst	2:16.59	O Jones	Poole	Sheffield	Jul	2023
M	Jnr	LC	200 Bst	2:25.03	F Beasley	Poole	Sheffield	Jul	2023

Prop: Mrs D Gibbs

Sec: L Jessop

Carried

6. County Records (6) to ratify:

M	Snr	SC	100 Bst	1:02.78	O Jones	Poole	Millfield	Oct	2023
F	Snr	SC	100 Bk	1:02.80	H Harris	Poole	Millfield	Oct	2023
F	Snr	SC	50 Bk	29.00	H Harris	Poole	Millfield	Oct	2023
F	Jnr	SC	100 Bk	1:02.80	H Harris	Poole	Millfield	Oct	2023
F	Jnr	SC	50 Bk	29.00	H Harris	Poole	Millfield	Oct	2023
F	Jnr	SC	50 Fr	26.05	H Harris	Poole	Millfield	Oct	2023

Prop: Mrs D Gibbs

Sec: Mrs J Beard

Carried

PMN:

Item (6) Records achieved at the Chelsea & Westminster + Millfield International Meet (part of the 2023/24 Arena Swim Series) October 2023 at Millfield.

23/13(b)

Inter-County Competitions

Report as submitted. DCASA finished runners up in Division Two in a close fought battle with Cheshire, gaining promotion to Division One for 2024. Accommodation and transport to be booked asap. Bluebird Coaches quote of £2,200 agreed.

23/13(c)

County Competitions

Report as STC minutes of May/Aug 2023 meetings (Appx 1/Appx 2 refers) submitted.

23/13(d)

Masters

1. Report as submitted.
2. The Masters Inter-County team now has 11 females and 9 male swimmers from the following clubs: Poole 11, SB 4, Bridport 1, Seagulls 1, Wareham 1, West Dorset 1, Weyport Masters 1. Nine new swimmers but only one under 35 years and twelve events where DCASA won't be able to field a competitor.
3. There were several Dorset medallists at the SE National Masters Championships; to be reported at next Exec.

23/13(e)

Disability

1. British Summer Championships: DCASA represented by Zack Sturgess (BCS), Isabella Haynes (SB) and Luke Boyles (BCS).
2. English National Championships: DCASA represented by Isabella

		Haynes (SB).
		3. World Para Swimming Championships: Representing Switzerland, Leo McCrea (BCS) took the silver medal in 100m Breaststroke and qualified for the Paris Paralympics 2024.
		4. World Schools Under 15 Championships: Isabella Haynes (SB) achieved a gold and two silver medals. Named English Schools Top Female Para Athlete.
23/13(f)	Open Water	A venture taking place at Swineham Lake run by two Poole OW coaches offers a development opportunity for the sport. Independent activity, not organised/endorsed by Poole SC or DCASA.
23/13(g)	Diving	No local activity.
23/13(h)	Synchronised Swimming	<ol style="list-style-type: none"> 1. Report as submitted. Noted that there is a lack of personnel to fulfil some of the roles now needed by new supervisory policy to be able to attend competitions. 2. Dorchester LC booked 22 June 2024 for DCASA Synchronised Swimming Development Day. 3. Jenny Gray Development Day rescheduled to 26 January 2024 in St Austell.
23/13(i)	Water Polo	Report as submitted.
23/13(j)	Officials Secretary	Report as submitted. Noted there to be no enforced change of dress code for officials at County level; duality for as long as needed.
23/13(k)	Officials T & D	Report as submitted.
23/13(l)	Volunteers	Congratulations go to SWR 2023 Award Winners Mrs J Beard (Technical Official of the Year) and Swimming Club of the Year Runners-up Seagulls SC. National Awards ceremony to be held 18 November in Birmingham.
23/13(m)	Rules	Constitutions of all DCASA clubs except one now 2022 compliant.
23/14	Regional Reports	
23/14(a)	Management Board	2024 SE SWR membership fees as follows: Club Train £4.00; Club Compete £5.00; Club Support £2.50.
23/14(b)	Swimming	<ol style="list-style-type: none"> 1. Report as SWR TSC minutes June 2023 (Appx 3). Noted that SWR to attend Lisbon meet on 10/11 February 2024. 2. SE Winter Champs to become a four-day event and include para swimming. 3. SE Summer Meet lower entry level than 2022.
23/14(c)	Masters	Report as SWR Masters Cmt minutes July 2023 (Appx 4 refers).
23/14(d)	Para Swimming	Report as SWR Para Swimming Cmt minutes June 2023 (Appx 5 refers). Para Swimming Development Days scheduled 6 April 2024 at Taunton School and 6 July 2024 Exeter Riverside. Subsidised events.
23/14(e)	Open Water	<ol style="list-style-type: none"> 1. Devon, Dorset, and Gloucester do not have OW reps at the SWR OW committee. 2. OW rules to be update via an online resource. 3. Regional qualifying number for the national competition to be pro-rata to the number of Club Compete members in each region. Rationale to be explained to the membership. 4. The distances swum by each age group at national level to be increased.

23/14(f)	Diving	No report
23/14(g)	Synchronised Swimming	Report as SWR AS minutes October 2023 (Appx 7) refers.
23/14(h)	Water Polo	Report as SWR WP minutes October 2023 (Appx 6) refers.
23/14(i)	Officials	Report as submitted.

23/15 Any Other Business - None

There being no further business the Secretary closed the meeting at 21.10

Date of next meeting: January/February 2024 tbc
Venue By Zoom
Start 19.30