



**Dorset County Amateur Swimming Association
(Affiliated to Swim England)**

Minutes of the Annual General Meeting of the above Association
held at
Dorset Youth Association, Dorchester on 7 June 2018

Present

President	C Gassmann	Inter-County Competitions Secretary	A Smart (PP)
President Elect	S Meter	County Competitions	S Platts
Chairman	R Honeybun (PP)	Open Water Secretary	D Symington
County Secretary	Mrs D Gibbs	Water Polo Secretary	D Bradley
Treasurer	G Griffin (PP)	Volunteers Co-ordinator	Ms G Wilcox (PP)

Past Presidents

A Burt, R Holman, Mrs W Hooper, M Hoskins, Mrs N Honeybun, J Masters, A Mullins (LP), Mrs M Rousell, G Smart, Mrs C Thompson.

Clubs Represented

Bere Regis, Bournemouth SC, Bridport Barracudas, North Dorset Turbos, Poole, Seagulls, Swim Bournemouth, Tornadoes of South Dorset, Wareham, West Dorset and Weymouth.

The Chairman welcomed all to the meeting.

The Annual General Meeting was preceded by a minutes silence in memory of Mrs J Holland followed by a presentation of the 2018 Long Service Awards.

46/17 Apologies for absence

Mrs J Beard, Mrs D Goldsmith, Mrs J Francis, Mrs Z Gwennap, Mrs A Mowlem, Mrs C Seall, Mrs B Stannard, Ms K Yendole.

47/17 Presidential Business

The President thanked the Association for the privilege of being appointed County President and thanked the Executive Officers and previous President Mark Hoskins for their support during the past year.

48/17 Minutes of the Annual General Meeting 8 June 2017

It was agreed that the minutes of the Executive Meeting on 8 June 2017 be accepted as a true record.

Prop: A Smart

Sec: S Platts

Carried

48/17(a) Matters Arising – None

48/17(b) Outstanding Actions – None

49/17	Annual Reports*	
49/17(a)	County Secretary 49/17(a)i	Report as published and distributed. Swim England South West affiliation figures show Dorset to continue as the second smallest county in the region but membership numbers are stable and consistent always being around 3,000.
	49/17(a)ii	Cat 2 membership continues to be buoyant.
49/17(b)	Welfare Officer	Post vacant. Reported issues referred to national Safeguarding Office.
49/17(c)	Rules Secretary	Report as published and distributed.
49/17(d)	Swimming Secretary 49/17(d)i	<i>No report received.</i> Congratulations to Weymouth recorded on winning the Dorset Novice Swimming League 2018.
49/17(e)	Inter-County Competitions Secretary 49/17(e)i	Report as published and distributed. Congratulations to 2017 Dorset Inter-County Team on a second successive year in Division One.
49/17(f)	County Competitions Secretary	Report as published and distributed.
49/17(g)	Masters Secretary 49/17(g)i	Report as published and distributed. Dorset may be unable to field a Masters Inter-County Team if category registration remains mandatory for competitors.
49/17(h)	Open Water Secretary	Report as published and distributed.
49/17(i)	Disability Officer 49/17(i)i	Report as published and distributed. Two new World Records set by Alice Tai in S8 category during the Para-Swimming World Series.
49/17(j)	Diving Secretary	<i>No report received.</i>
49/17(k)	Synchronised Swimming Secretary 49/17(k)i	Report as published and distributed. Male swimmer now participating at each DCASA Synchro club.
49/17(l)	Water Polo Secretary	Report as published and distributed.
49/17(m)	Officials Secretary	Report as published and distributed.
49/17(n)	Officials Training	Report as published and distributed.
49/17(o)	Volunteers Co-ordinator	Report as published and distributed.
49/17(p)	Dorset Schools Secretary	<i>No report received.</i>
	The Chairman proposed that the Annual Reports be accepted en bloc.	
	Prop: R Honeybun	Sec: G Griffin Carried

**Copies of full reports are available from the County Secretary.*

50/17	Financial Report	Report as published and distributed. Treasurer reported as follows:
50/17(a)	Current finances 50/17(a)i	Treasurer reported finances for the period 1 April 2017 to 31 March 2018 had been examined and assessed as a true record by the DCASA Auditor. The County Secretary had a signed copy for County records.
	50/17(a)ii	Current surplus represented nearly 21 months operating expenditure but not all invoices had been presented for the 2017/18 financial year.
50/17(b)	Future finances 50/17(b)i	Treasurer reiterated the need to retain 18 months operating expenditure in reserve as a 'safety belt' for unforeseen circumstances.
	50/17(b)ii	Treasurer advised that additional expenditure could be required to accommodate changes to the County Championships for increased pool time and IT equipment. Problems with the Littledown scoreboard could also result in DCASA needing to invest in its own equipment.
	The Chairman proposed that the Financial Report be accepted.	
	Prop: R Honeybun	Sec: A Mullins Carried
51/17	Development Report	Report as published and distributed. The Chairman proposed that the Development Report be accepted.

	Prop: R Honeybun	Sec: S Platts	Carried
52/17	Motions	Approved at the County Association Meeting on 5 April 2018 and requiring ratification, as follows:	
52/17(a)	6. Responsibilities of County Associations; Accountability 6.3 – new rules: 6.3.4 The financial transactions of the County Association shall be recorded by the Treasurer in accordance with general accounting practice or such manner as approved by the County Association Executive Council. If the financial records are recorded by computer then backups are to be taken with a manual record. 6.3.5 The financial records relating to the business of the County Association and copies of Minutes of all meetings of the County Association Executive Council shall be retained for a minimum period of six years.		
	Prop: Mrs D Gibbs	Sec: S Platts	Carried
52/17(b)	7. Finance, Property, Accounting and Dissolution; Finance, 7.1.3 – to read: The County Association’s financial year shall end on 31 st March, to which date all annual reports and accounts shall be completed by the relevant post holder. The Accounts of the County Association will be inspected by an independent examiner or auditor as appropriate and an annual financial report presented at the Annual General Meeting.		
	Prop: Mrs D Gibbs	Sec: G Griffin	Carried
52/17(c)	14. The County Association; Responsibilities, 14.2.1 – to read: At the Annual General Meeting appoint, from time to time, one or more Auditors or Independent Financial Examiners as required, who shall not be a Principal Officer of the County Association, or members of the family of a Principal Officer of the County Association Council.		
	Prop: S Dawson	Sec: G Griffin	Carried
52/17(d)	15. Standing Orders for the conduct of the County Association Council; Powers and Responsibility 15.6.1.9 – to read: Set the annual fee (if there is to be one) at the Annual General Meeting for implementation on the 1 st January of the ensuing year in line with the budget and recommendation of the Treasurer.		
	Prop: G Griffin	Sec: S Platts	Carried
53/17	2019 Affiliation Fee	2019 Affiliation fee to remain at £3.00 per person with no DCASA affiliation fee to be applied in the final quarter of the year.	
	Prop: G Griffin	Sec: S Platts	Carried
54/17	Appointment of President 2018/19	Mrs E Cartwright endorsed the testimonial from Weymouth SC in support of S Meter, President for 2018/19 who was handed the Presidential chain of office by the retiring President and presented a Past President badge to C Gassmann.	
55/17	Election of County Officers 2018/19	County Officers 2018/19 were elected as follows:	
55/17(a)	Life Presidents	<ol style="list-style-type: none"> 1. Mrs A Niven 2. A Mullins 3. G Griffin 	
	Prop: R Honeybun	Sec: J Masters	Carried
55/17(b)	Vice Presidents	<ol style="list-style-type: none"> 1. Mrs M Beeson 2. N Hannay 3. D Harris 4. K Hartley 5. Mrs P Atherton 	
	Prop: S Platts	Sec: Ms G Wilcox	Carried

55/17(c)	President Elect 2018/19	<i>No nomination.</i>
55/17(d)	Chairman	R Honeybun, Wareham SC
	Prop: G Smart	Sec: Ms G Wilcox
	Secretary	Carried
55/17(d)i	Mrs D Gibbs to be appointed County Administrator 2018-19.	<i>No nomination</i>
	Prop: Mrs N Honeybun	Sec: J Masters
55/17(e)	Treasurer	Carried
		Mrs Z Gwennap, West Dorset SC
55/17(e)i	Incoming Treasurer unable to attend due to family bereavement.	
		Appointment to be ratified <i>in absentia</i> .
55/17(e)ii	Current Treasurer to maintain accounts until incoming Treasurer able to take over.	
	Prop: G Griffin	Sec: G Smart
55/17(f)	All other posts to be voted en bloc.	Carried
	Welfare Officer	<i>No nomination</i>
	Volunteers Co-ordinator	Ms G Wilcox, Poole SC
	Press Officer	<i>No nomination</i>
	Trophy Secretary	<i>No nomination</i>
	Website Administrator	<i>No nomination</i>
	Swimming Secretary	R Honeybun, Wareham SC
	Inter-County Secretary	A Smart, Poole
	County Competitions Secretary	S Platts, Swim Bournemouth
	Masters Secretary	Ms K Yendole, Poole SC
	Open Water Secretary	D Symington, Swim Bournemouth
	Diving Secretary	<i>No nomination</i>
	Synchronised Swimming Secretary	Mrs C Seall, West Dorset SC
	Water Polo Secretary	F Fowler, Bridport Barracudas
	Officials Secretary	Mrs J Beard, Swim Bournemouth
	County Officials Training & Development Co-ordinator	Mrs J Beard, Swim Bournemouth SC
	Assistant County Officials Training & Development Co-ordinator	Mrs T Roberts, West Dorset SC
	County Hazard & Risk Assessment Advisor (Pool Swimming)	D Symington, Swim Bournemouth
	Rules Secretary	<i>No nomination</i>
	Medical Officer	<i>No nomination</i>
	Legal Advisor	Mrs D Goldsmith, Swim Bournemouth
	Auditor	A Mullins, Poole SC
	Prop: R Honeybun	Sec: S Platts
		Carried

56/17 Election of County Regional Representatives 2018/19

The Chairman requested uncontested nominations for County Regional Representatives 2018/19 be accepted en bloc as follows:

County Regional Representative 2018/19 were elected as follows:

Swim England South West Annual Council	1. S Meter, Weymouth
	2. G Griffin, DCASA
	3.
Management Board	A Smart, Poole
Members Forum	1. G Griffin, DCASA
	2. J. Beard, Swim B
Para/Disabilities Committee	S Johns, Sherborne Storm
Open Water Committee	G Griffin, DCASA
Swimming Committee	A Smart, Poole
Masters Committee	Ms K Yendole, Poole

	Swimming Officials Committee	Mrs J Beard, Swim Bournemouth
	Swimming Officials (County Asst)	Mrs T Roberts, West Dorset
	Synchro Swimming Committee	Mrs C Seall, West Dorset
	Water Polo Committee	C Pryke, Bridport Barracudas
Prop: S Platts	Sec: J Masters	Carried

57/17 Any Other Business

There being no further business the President closed the meeting at 8.00pm.

PRESIDENT: _____ **DATE:** _____