

**Dorset County Amateur Swimming Association**  
(Affiliated to Swim England and Swim England South West Region)

Minutes of the County Emergency Management Board 18 February 2021  
held via Zoom.

President	L Jessop [LJ]	Emergency Board	R Holman [RHM]
Chairman	R Honeybun [RHB]	Emergency Board	A Smart [AS]
County Secretary	Mrs D Gibbs [DG]	Emergency Board	A Mullins [AM]
Treasurer	G Griffin [GG]		

**20/55 Minutes of Emergency Committee Meeting 21 January 2021**

The minutes of the Emergency Board Meeting on 21 January 2021 be accepted as a true record.

**Prop: G Griffin                      Sec: L Jessop                      Carried**

20/55(a) **Matters Arising:**

**Action:** 20/51iii Alison Budynkiewicz to be co-opted as DCASA Open Water Secretary and SWR  
**E38/20 DG** Open Water Rep; SWR to be advised. Noted S Johns to continue in roles of DCASA Disability Officer and DCASA representative to SWR Para/Disability Committee.

**Prop: D Gibbs                      Sec: L Jessop                      Carried**

**Action:** 20/59 AM holds original handwritten minutes of inaugural meeting of DCASA held on 28  
**E39/20 DG** March 1931 at the Junction Hotel, Dorchester. Club membership fees as follows:  
>15 members 12s 6d; >50 members 30s; >100 members 2 gn.

20/55(b) **Outstanding Actions**

E02/20 Ongoing – DCASA Covid Lead to be appointed [DG].  
E06/20 Ongoing – 2021 Swimming Championships conditions [DG].  
E12/20 Ongoing – county admin task calendar [DG].  
E21/20 Ongoing – Dorchester Museum to be contacted again mid-2021 regarding TSD trophy donation. [DG]  
E22/20 Ongoing – digital trophy archive. [DG]  
E24/20 Ongoing – home clubs to be contacted regarding PP memorial trophies. [DG]  
E29/20 Ongoing – trophy donation by Mrs N Smart to be progressed. [DG]  
E31/20 Ongoing – Dorchester Museum to be contacted regarding Bridport SC trophy. [DG]  
E33/20 Ongoing – recovery of Diving Championship trophies. [DG]  
E34/20 Complete.  
E35/20 Complete.  
E36/20 Ongoing – recovery of diving trophies. [DG]  
E37/20 Ongoing – rules update Dorset Water Polo League. [DG]

**20/56 County Business Review**

Constitution

- i Proposals for constitutional revisions were presented for discussion. Rules revision effective 18 February 2021 to be ratified by ACM were approved and agreed as follows:
- ii Section 1 Definitions; amend clause 1.1.5: "Discipline" shall mean the aquatic disciplines of swimming, open water swimming, para/disability swimming, artistic swimming, diving, water polo and Masters activity within those facets.
- iii Annex A; Sub-section A3 County Association Award; amend clause A3.1.1: An Association Award shall be given to competitors who have represented the Association at three separate fixtures as swimmers, open water swimmers, Masters swimmers, para/disability swimmers, divers, artistic swimmers, or water polo players.
- iv New Section 10 Standing Orders; new clause 10.1: Standing Orders to regulate the procedure and conduct of Association Meetings shall apply to General Meetings and all meetings of the Executive without exception.
- v Section 10 Standing Orders; new clause 10.2: The Chairman of a Meeting shall be the President of the Association. If he declines or is unable to act, or in his absence, the elected County Chairman shall act as Chairman. If he is also absent a Chairman shall be elected from the members present.
- vi Section 10 Standing Orders; new clause 10.3: The Chairman, for the purpose of all Meetings, shall:

- 10.3.1 have unlimited authority upon every question of order; and  
 10.3.2 be the sole interpreter of the governing Rules; and  
 10.3.3 in the event of an equality of votes, shall have the casting vote.
- vii Section 10 Standing Orders; new clause 10.4: The County Secretary or, in the absence of the County Secretary, a member present and so delegated shall take the Minutes of the Meeting.
- viii Section 10 Standing Orders; new clause 10.5: Disorderly conduct: If a member, in the opinion of the Chairman, behaves irregularly, improperly, or offensively or intentionally disrupts the business of a Meeting, the Chairman may request the immediate discontinuance of that behaviour. Where behaviour considered disorderly by the Chairman continues:  
 10.5.1 the Chairman shall ask the member to leave the room for the remainder of the meeting; and  
 10.5.2 if the member does not comply, the Chairman or any member present may move "That the member named leaves the room and is excluded during the remainder of the meeting"; and  
 10.5.3 if the motion to exclude a member is seconded, it shall be voted upon and determined without discussion whereby, if the motion is carried, the Chairman shall order the removal of the offending member from the room; and  
 10.5.4 whether the offending member retires upon request or is removed, he shall be excluded from the remainder of the meeting.  
 10.5.5 The ruling of the Chairman relating to disorderly conduct, or any consequent motion, and any other requirement or instruction of the Chairman to ensure the orderly debate and proper conduct of Association business shall be accepted without discussion by the members; and  
 10.5.6 if misconduct is continued or there is a general disturbance making orderly business impossible, the Chairman shall adjourn the meeting for as long as he thinks necessary.
- ix Section 10 Standing Orders; new clause 10.6: Business of an objectionable nature: If any business, subject or issue raised is, in the opinion of the Chairman, of an objectionable or undesirable nature he may, either before or after it is introduced, put to the vote a motion that it be not heard. No discussion shall be entered into on the proposal by the Chairman and, where the vote is carried, the matter shall be considered discarded.
- x Section 10 Standing Orders; new clause 10.7: Any incidence or matters arising not encompassed within these Rules shall be dealt with at the discretion of the Chairman and whose decision shall be final and binding on the Meeting.

**20/57**

**Treasurer's Report**

1. Account balances as of 25 Jan 2021 as follows: Current £84,435.39; Deposit £19,754.30; Cash £150.00; Tornadoes SD SC £10,247.70; Grand total £114,587.39.
2. Agreed not to progress County loan to SE.

**20/58**

**Secretary's Report**

20/58(a) County Business:

- |     |                       |  |
|-----|-----------------------|--|
| i   | <i>Governance</i>     | Report as submitted. Constitution review agenda item for next EMB meeting.   |
| ii  | <i>Communications</i> | <ol style="list-style-type: none"> <li>1. Swimathon Foundation Covid-19 Relief Fund 2.0 launched.</li> <li>2. Swim England Handbook 2021 published online.</li> <li>3. Swim England Club Matters seminars (Introduction to Legal Structures and Leadership Teams) to be run in March 2021.</li> </ol>  |
| iii | <i>Membership</i>     | <ol style="list-style-type: none"> <li>1. A request for information on club renewals sent to all clubs, with only Bridport and Weymouth yet to respond.</li> <li>2. 2020 figures provided by some clubs did not agree with those issued by SE to CAs (first claim only) as of March 2020; club total probably includes dual registered swimmers (ie those paying training fees but not SE affiliation). Estimated gain/loss therefore based on official SE figures.</li> <li>3. All but one club recorded losses ranging from 15% to 40%+ overall with similar figures when only Cat 1/Cat 2 taken into consideration.</li> <li>4. Bournemouth SC registered seven club officers only. Weyport Masters registered no swimmers but unclear whether any officers registered.</li> <li>5. Renewals still being reconciled; update at next EMB meeting.</li> </ol> |
| iv  | <i>Bursaries</i>      | Nothing to report.   |
| v   | <i>Contracts</i>      | Nothing to report.   |
| vi  | <i>Competitions</i>   | Nothing to report.   |
| vii | <i>Trophies</i>       | <ol style="list-style-type: none"> <li>1. Missing Diving trophies identified as follows: Keith Sawtell Challenge Cup, Darnell Challenge Cup, Glover Challenge Cup, Holland Trophy. Replacement value of first three trophies circa £1.8k excluding engraving/restoration of</li> </ol>   |

histories (EMB Minutes Dec 2020, 20/48(a) PMN refers); value of Holland Trophy unknown.

2. From results of last Diving Champs 2015, winners identified as: Holland Trophy (Christopher Long), Keith Sawtell Challenge Cup (Jacob Cook), Darnell Challenge Cup (Jacob Cook). Diving Sec confirms J Cook has trophies and will return when possible; no response from C Long.
3. Glover Challenge Cup unaccounted for; Diving Sec requested to check with Diving Champs 2014 records and winners contact details requested.

20/58(b) Activity:

i *National*

Nothing of significance to report.

ii *Regional County*

Report as submitted.

iv *Return to Swimming*

20/58(a)iii refers.

Guidance: As of 9 Feb 2021 - Clubs v13, Water Polo v9, Operators v11.

20/58(c) Accreditation:

i *SwimMark*

Nothing to report.

ii *Stronger Affiliation*

Letters to clubs failing to achieve accreditation only just being issued by SE (w/c 8 Feb 2021) to club officers to inform that the club will be suspended from 1 March. A further letter direct to every club member will be issued w/c 15 Feb 2021. Clubs must complete Stronger Affiliation before reaffiliation will be considered. No contact with SWR/DCASA has been made by Wessex Diving.

20/58(d) Welfare:

Nothing to report.

20/58(e) Development:

Report as submitted.

20/58(f) Disciplines:

*All disciplines Masters*

Dorset Tier 4 status; no club activity until further review by government. DG to take role of SWR Masters Rep after ACM. Masters Secretary contact for five DCASA clubs provided by K Yendole.

*Open Water*

1. SWR OW Champs in July postponed.
2. National Champs cancelled; Development Day in Aug/Sept with competitive element proposed.
3. L2 OW Coach course practical to be run as a closed course with sufficient numbers, minimum six for discount. DCASA has four candidates; to be progressed in SWR.

**Action:  
E40/20 DG**

*Diving*

Level X Diving dry land games launched 7 Feb 2021.

*Synchro*

Level X Artistic Swimming virtual lad games launched 29 Jan 2021.

*Water Polo*

SWR WP Cmt meeting 1 Feb 2020, GG contested that DCASA had agreed to part-fund Millfield booking deposit for 2021 SWR WP Champs. Advised that DCASA could not take part without doing so. DG reiterated to WP Rep that any request for funds were required in writing, but DCASA Rules did not permit funding of external events. No further correspondence received.

20/58(g) Rules:

Nothing to report.

**20/59 AOB**

**Action:  
E41/20 DG**

Website 90<sup>th</sup> anniversary logo for March 2021; relaunch of website design to be progressed.

**Date of next meeting:**

18 March 2021 via Zoom.

**Chairman:** R Honeybun

**Signed:**



**Date:** 18 March 2021