Dorset County Amateur Swimming Association

(Affiliated to Swim England and Swim England South West Region)

Minutes of the County Emergency Management Board 21 October 2021 held via Zoom.

President **Emergency Board** L Jessop [LJ] A Smart [AS] Chairman R Honeybun [RHB] **Emergency Board** R Holman [RHM] **County Secretary** Mrs D Gibbs [DG] **Emergency Board** Mrs J Beard [JB] Treasurer G Griffin [GG] **President Elect** Mrs G Nuttall [GN]

Apologies: None

21/15 Minutes of Emergency Committee Meeting 2 September 2021

The minutes of the EMB on 2 September 2021 were accepted as a true record.

Prop: L Jessop Sec: A Smart Carried

21/15(a) Matters Arising: None

21/15(b) Outstanding Actions: E02/20 Ong

| E06/20 | Complete. |
|--------|---|
| E12/20 | Ongoing – county admin task calendar. [DG] |
| E21/20 | Ongoing – Dorchester Museum TTSD trophy donations. [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 Bridport SC trophy donation. [DG] |

Ongoing – DCASA Covid Lead to be appointed. [DG].

E33/20 Complete.

E37/20 Ongoing – rules update Dorset Water Polo League. [DG]
E48/20 Ongoing – donation of Echo swimming press cuttings.

A02/21 Complete. A05/21 Complete.

A08/21 In hand – storage removal. [DG] [RHB]

A09/21 Complete. A10/21 Complete. A11/21 Complete.

A12/21 Ongoing – mandatory secondary strobe for L1/L2 meets. [JB]

A13/21 Complete – agenda item.

A14/21 Complete. A15/21 Complete.

21/16 County Business Review

21/16.1 DCASA storage

Action: DCASA stock relocation to take place first week of November 2021. PA system inherited from TSD needs to be disposed of or sold.

PMN: To be referred to the next meeting of the County Association Executive to progress.

21/17 Treasurer's Report

21/17.1 Account balances as of 24 September 2021 were as follows: Current £82,974.18; Deposit £19,757.25; Cash £150.00; Tornadoes SD SC £10,247.70; Grand total £113,129.13.
 21/17.2 Banking changes at BCS; school to be invoiced on receipt of competition entries.

Prop: G Griffin Sec: R Honeybun Carried

21/18 Secretary's Report 21/18(a) County Business:

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- Governance
- Inclusion in DCASA Policy & Procedure [By-Laws] to ensure equity in opportunity for DCASA clubs to reserve dates for open meets on county calendar and prevent date blocking as follows:
 - The opportunity for affiliated clubs to schedule licensed events in the county shall be equitable.
 - No club may schedule more than three licensed L1, L2 or L3 competitions in any one year until all clubs intending to schedule a competition licensed at that Level have agreed dates with the licensing administration officer of Dorset County ASA.

Prop: A Smart

Sec: L Jessop

Carried

- 2. DNSL Promoters Conditions for 2022 published with addition of note as follows: "2022 Competition only, clubs will endeavour to ensure that swimmers are selected in the spirit of this competition and comply with the published time limits."
- 3. DCASA post of Development Administrator and Website Administrator advertised in September Newsletter; email to club secretaries to follow.
- DCASA GDPR policy to be updated in 2022 and include management of fixtures and development by agents acting on behalf of DCASA; GG has offered to action.
- 1. DCASA 2022 County Affiliation fees submitted to SWR/SE.
- 2. DCASA September Newsletter circulated; continuance discussed. Clubs to be surveyed as to interest and website hits to be reviewed.
- 3. A Mullins resignation from EMB received.
- DSSA AGM to be held 28 October 2021; noted that an agenda item is proposal for dissolution.

Membership iii

Communications

Bursaries iν

Contracts

County Competitions Nothing to report.

Nothing to report.

- Nothing to report. Guidance for 2022 County Championships received from SE Swimming
- Leadership Group. DCASA STC has now finalised programme of events and entry conditions, as per STC Minutes 131021; Masters to be offered entry to 800/1500m events. Agreed no door entry fee or Championships hats for 2022.
- 2. Littledown NOP revised to apply until October 2022. Maximum permitted numbers are swimmers 350, adults 70, spectator gallery 150. Adult numbers to include on/off poolside meet management, host volunteers, coaches/team managers, and officials.
- 3. Dorchester LC has confirmed dates for 2002 Championships, Graded Meet and DNSL galas; session timings to be agreed.
- 4. Quantum Timing test and functioning correctly but replacement parts required; in hand.
- 5. DNSL 2022 entry condition issued. Applications received from Bridport, Poole, Seagulls, Swim Bournemouth, West Dorset, Weymouth, and Ringwood Seals.
- 6. DNSL dates at Weymouth requested but not acknowledged; to follow up.

A21/21 DG viii

Action:

Action:

A20/21 DG

Action:

Action:

A19/21 DG

A18/21 GG

ii

Licensina vii

Trophies

As report submitted.

As report submitted.

- 1. Digital library and refurbishment of trophy stock ongoing.
- Diving trophies returned except for Holland Trophy (Mens Highboard), which remains unaccounted for; no further action for recovery.
- Solid silver diving trophies to be used as follows. Victorian trophies, the Keith Sawtell Challenge Cup (Mens Springboard) and Darnell Challenge Cup (Boys Springboard), to be offered to Dorchester Museum on loan. The Glover Challenge cup (Girls Springboard) to be considered for reuse or stored.
- Remaining diving trophies in poor condition; past economic repair. Photos and history of Dan & Beryl Harding Rose Bowl (Ladies Springboard) and Latham Salver (Ladies Highboard) to be recorded in digital library before disposal.

Carried Prop: R Honeybun Sec: Mrs D Gibbs

A23/21 DG

21/18(b) Activity:

National

SE Membership categories to change in name only to Club Train (Cat 1), Club Compete (Cat 2), and Club Support (Cat 3); effective 2022.

ii Regional

> County As report submitted.

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Action: A22/21 DG

Action:

| 21/18(1) Action: i | Swimming |
|---------------------------|----------------|
| 21/18(e) 21/18(f) | Disciplines: |
| 21/18(e) | Development: |
| 21/18(d) | Welfare: |
| 21/18(c) | Accreditation: |

Sherborne Storm reaccredited Stronger Affiliation.

As report submitted.

One application from DCASA clubs for 2021-22 Young Volunteer Programme.

- 1. Repair and maintenance of Dorchester LC competitions equipment and timing system in hand; safe restraint of pool cover ropes to be addressed.
- Seven DCASA swimmers selected for the SWR Development Programme (12 Years) from the following clubs: Blandford (1), Poole (3), Seagulls (1), Swim Bournemouth (1), and Wareham (1).

2021 SE Masters Inter-county Competition confirmed for 14 November at Millfield; team selector Karen Yendole.

iii Open Water

Masters

Nothing to report. Water Polo

DCASA WP has withdrawn its Women's Team entry from the 2021 SWR WP Championships; entry fee of £125 non-refundable. Spond team organisation app to be used to improve WP communication; GDPR register to be updated.

- 1. SE update of Recommended Club Constitution necessary before SWR/DCASA can mandate inclusion of essential clauses in constitutions.
- 2. SE National Safeguarding Office confirmed that "Ideally the individual would not be poolside without the DBS in place however if they are then ... the DBS will have had to have been submitted and they must be supervised at all times until they have Swim England clearance." Supervision to be by an in-date enhanced DBS club member.
- 3. SWR Development Co-ordinator confirmed that a newly qualified L1 coach could be on poolside while awaiting receipt of a SE safeguarding certificate.
- 4. Weymouth SC constitution update and provisionally accepted by SWR subject to approval at club AGM October 2021.

21/19 **AOB**

21/18(g) Rules

- 1. In the event of DSSA dissolution, the future of Schools swimming should be an agenda item at a future DCASA meeting.
- 2. RH reported refurbishment of Presidents' Chain of Office now complete by silversmith, however collar in poor condition and to be replaced.
- 3. Monthly meetings of an EMB not always required; schedule specified in constitution to be amended from monthly to "as necessary" and submitted to next ACM.

Prop: A Smart Sec: L Jessop Carried

4. DCASA management to revert to County Association Executive and usual meetings calendar effective 1 January 2022, with first meeting to be held in January via Zoom, date to be agreed.

Prop: G Griffin Sec: R Holman Carried

There being no further business the Chairman closed the meeting at 21.30.

Date of next meeting: County Association Executive, January 2021 (date tbc) by Zoom.

Chairman: R Honeybun

Signed:

Date: 30 October 2021