

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

Minutes of the County Emergency Management Board 15 April 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]		

**20/65 Minutes of Emergency Committee Meeting 18 March 2021**

The minutes of the Emergency Board Meeting on 18 March 2021 be accepted as a true record.

**Prop: L Jessop                      Sec: R Holman                      Carried**

**20/65(a) Matters Arising:**

- 20/58(a)iii      Response in regard to affiliation renewals received from Bridport Barracudas.  
20/63(f)      Authority of SWR WP Cmt to ban DCASA WP from participation at SWR WP  
Champs questioned at RMB. Report by GG.

**20/65(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]  
E36/20      Ongoing – Recovery of diving trophies. [DG]  
E37/20      Ongoing – Rules update Dorset Water Polo League. [DG]  
E42/20      Complete  
E43/20      Complete  
E44/20      Complete

**20/66 County Business Review**

**20/66.1 Constitution:**

Proposal for constitutional revisions approved and agreed as follows:  
Section 9 The Executive; sub-section 9.6 Emergency Management Board; new clause 9.6.2.4:  
Individuals may be invited to attend meetings where specific knowledge, expertise or skills are  
deemed necessary without power to vote.

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

**20/66.2 Pre-AGM Matters:**

- 20/66.2(a)      1. 2021 AGM Agenda agreed as follows:
- 2019 AGM Minutes
  - President's Business
  - Annual Reports (Secretary only, 2019-21)
  - Finance Report (Accounts 2019/20 and 2020/21)
  - Motions
  - Election of Officers
  - Election of Regional Representatives
  - Election of Sub-Committees

**Prop: Mrs D Gibbs                      Sec: G Griffin                      Carried**

2. SGM to immediately follow AGM and Executive asked to agree:

- Management of DCASA to revert to Executive and usual calendar, meetings held by Zoom until physical meetings can be held; OR
- Management of DCASA to continue monthly under the auspices of the Emergency Management Board until physical meetings can be held; OR
- Consideration to be given to management of DCASA by a Dorset County ASA Management Board, conditions of formation of an Emergency Management Board as approved by Executive vote by email 13 August 2020 to apply.

**Prop: Mrs D Gibbs Sec: A Smart Carried**

20/66.2(b) DCASA President Elect 2021/22 – No nominations.

20/66.2(c) DCASA Officers 2021/22 – Nominations received and agreed en bloc:

President	L Jessop	Medical Officer	Dr C Chambers
President Elect*	Mrs G Nuttall	Legal Advisor	Mrs D Goldsmith
Chairman	R Honeybun	“ “	D McWilliam
Treasurer	G Griffin	Auditor	A Mullins
Swimming Sec	R Honeybun	Rules Sec	Mrs D Gibbs
C/Comps Sec	S Platts	Officials Sec	Mrs J Beard
A/Swimming Sec	Mrs C Seall	Officials T&D	Mrs J Beard
Open Water Sec	Mrs A Budynkiewicz	A/Officials T&D	Mrs T Roberts
Water Polo Sec	F Fowler	Para/Disability	S Johns

\*PMN: Nomination received 23 Apr 2021.

DCASA Officers 2021/22 – No nominations received:

Secretary	I/C Comps Sec	Press Secretary	Volunteers Sec
Welfare Officer	Masters Sec	Trophy Admin	Hazard & Risk
Development Sec	Diving Sec	Website Admin	

**Prop: Mrs D Gibbs Sec: G Griffin Carried**

20/66.2(d) DCASA Sub-Committees 2021/22 – Nominations received and agreed en bloc:

Emergency Cmt (3)	A Smart	Swimming Cmt (3)	A Smart
“ “	Mrs J Beard	“ “	Mrs N Honeybun
“ ”	R Holman	Rules Cmt (3)	A Mullins

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

20/66.2(e) DCASA Representatives to SWR Committees – Date change of SWR AGM required submission of nominations in January 2021. Email nominations previously agreed and submitted to SWR (EMB 21 January 2021, 20/51(iii) refers):

SWR Council	R Honeybun	Swimming Cmt	A Smart
SWR Council	L Jessop	Masters Cmt	Mrs D Gibbs
RMB	A Smart	A/Swimming Cmt	Mrs C Seall
Para/Disability	S Johns	Water Polo Cmt	C Pryke
Officials T&D	Mrs J Beard	DCASA T&D	Mrs T Roberts

20/66.2(f) Life Members – J Masters to be confirmed as Life Member (EMB 19 November 2020, 20/43(b)iii refers).

20/66.2(g) Rule Change Proposals – DCASA Constitution to be submitted as agreed and updated by EMB County Business Review, agenda items refer: 7 Apr 2020, 20/03; 13 Aug 2020, 20/25; 17 Sept 2020, 20/31; 17 Dec, 20/46; 18 Feb, 20/56; 18 Mar (20/61), 15 Apr, 20/66.

20/66.2(h) Affiliation Fees 2022: £3 pp with no club fee as 2021.

**Prop: G Griffin Sec: Mrs D Gibbs Carried**

## 20/67 Treasurer's Report

20/67.1 Account balances as of 31 March 2021 as follows: Current £87,560.96; Deposit £19,759.43; Cash £150.00; Tornadoes SD SC £10,247.70; Grand total £117,718.09.

20/67.2 Final DCASA 2021 affiliation figures show losses of 35% swimmers and 23% volunteers; 32% overall loss in membership represents a £2.5k loss of revenue on membership compared with 2020 affiliation figures. Noted that £2.5k loss does not include income loss from fund-raising activities. Total loss estimated at £8k+.

<b>Action E45/20: DG</b>	20/67.3	2020 England Programmes fees to be refunded; total refund £2,160.
<b>Action E46/20: DG</b>	20/67.4	<b>Prop: G Griffin                      Sec: R Holman                      Carried</b> Dorset Clubs Covid-19 Recovery Fund agreed (EMB Minutes 15 Apr 2021, Appx 1 refers); clubs to be advised.
<b>Action E47/20: DG</b>	20/67.6	<b>Prop: G Griffin                      Sec: A Mullins                      Carried</b> Dorset Clubs Covid-19 Development Programme agreed (EMB Minutes 15 Apr 2021, Appx 2 refers); clubs to be advised.
		<b>Prop: G Griffin                      Sec: R Holman                      Carried</b>
<b>20/68</b>	<b>Secretary's Report</b>	
	20/68(a) County Business:	
	a <i>Governance</i>	1. Appointment of A Smart as DCASA Director to SWR Board agreed. <b>Prop: Mrs D Gibbs                      Sec: R Honeybun                      Carried</b>
		2. DCASA 90 <sup>th</sup> Anniversary logo/brief history published on DCASA website and featured in SWR April Newsletter.
	ii <i>Communications</i>	1. DCASA Newsletter (No 4) issued end of March 2021; next issue June. 2. DCASA Zoom has been used by DWPL, North Dorset, Wareham, Weymouth, and Officials. 3. Decision on continuance of DSSA deferred to 7 Oct 2021. 4. R Guttridge has offered 30 years archive of Echo swimming press cuttings to DCASA; accepted. 5. Agreed 'Our History' pages of website to be updated from 2006 by R Guttridge; circa 500 words at £10 per 100 words plus VAT approved. <b>Prop: A Mullins                      Sec: G Griffin                      Carried</b>
<b>Action E48/20: DG</b>	iii <i>Membership</i>	1. Wessex Diving has acknowledged receipt of SWR notification of suspension. 2. Affiliation renewals provide by SE include Wessex Diving (22); queried.
	iv <i>Bursaries</i>	Nothing to report.
	v <i>Contracts</i>	DCASA historic competition dates confirmed with Littledown to ensure priority.
	i <i>Competitions</i>	1. Noted that AOE is 5+ years and service recommended; £756 inc VAT exclusive of any repair/replacement required. Touch pad slats £22 each, £240 full set with repair cost of £240, all plus VAT. Service details requested/received. 2. Statement agreed in response to minutes of the DCASA Coaches meeting 5 March 2021 submitted for consideration; issue to coaches (EMB Minutes 15 Apr 2021, Appx 3 refers). AS to confirm if first weekend July (FAST5) will continue to be blocked date by SWR TSC.
<b>Action E49/20: DG/AS</b>	vii <i>Trophies</i>	Nothing to report.
	20/68(b) Activity:	
	i <i>National</i>	1. SE Return to Competition document issued 6 April 2021; RHB and DG to attend SE webinar 21 Apr 2021. 2. Licensing information for 2021 issued by RLO 14 April, timeline as follows: • 26 April – Licensing reopens for Single Club Level 4 Applications only. • 17 May – Single Club Level 4 meets start. • 1 June – Applications for all Licence Levels open. • 21 June – All Licence Levels applications open. 3. Foundation Coach Conference scheduled 25 April 2021 for coaches and teachers all disciplines.
	ii <i>Regional</i>	SWR incorporation approved by SGM 21 March 2021; incorporation accepted by Companies House. DCASA Director A Smart appointed to Board; Glos yet to appoint a Director.
	<i>County</i>	2021 Affiliation figures finalised, 20/67.2 refers.
	iv <i>Return to Swimming</i>	Guidance: As of 8 April 2021 - Clubs v13, Water Polo v9, Operators v11.
	20/68(c) Accreditation:	Nothing to report.
	20/68(d) Welfare:	Nothing to report.
	20/68(e) Development:	Report as submitted.
	20/68(f) Disciplines:	
	<i>All disciplines</i>	Clubs and u18s (as of 31 Aug 2020) return to training 12 Apr 2021; 18/overs return date 18 May 2021.
	<i>Swimming</i>	1. Summer Festival of Swimming (July to early Aug) announced by BS/SE. Noted many DCASA Coaches do not intend to support due to travel/accommodation

cost and associated health risks.

2. Level X Series 2 launched, to complete 22 Aug 2021.

*Masters*

SWR Masters Cmt recommends CAs hold own Master Development Day or combine with another county. Survey revealed Masters do not want to travel far or pay much to attend such an event.

*Open Water  
Water Polo*

Report as submitted.

SWR WP Cmt meeting 5 July 2021; GG to report progress on 2021 SWR WP Champs booking.

20/68(g) Rules:

Nothing to report.

**20/69 AOB**

None.

**Date of next meeting:**

AGM via Zoom 3 June 2021; no EMB meeting scheduled for May 2021.

**Chairman:** R Honeybun

**Signed:**



**Date: 30 April 2021**