

**Minutes of the CSSC ASA ANNUAL COUNCIL MEETING  
held at Ponds Forge, Sheffield on 13 May 2010**

The meeting opened at 5pm with our President Ron Bowrage in the chair.  
There were 10 members present.

**Apologies:**

Apologies had been received from Jim Essex, Iain Milligan and Bill Oakes

**1. To agree the minutes of the last Annual Council Meeting**

The minutes of the last council meeting held on 7<sup>th</sup> May 2009 were agreed and signed.

**2. Matters arising from the minutes**

Eion Coulthard asked what had happened about the proposed review of the rules. Iain Colquhoun confirmed that John Helme had gone through the whole handbook (more than just a few of the rules as he had expected). John explained that the ASA had asked all clubs to review their rules and to make them available in one place where members could access them. Iain said he is currently going through the changes made but had just run out of time to complete this job. He said when he had finished reviewing them (he had noticed some rules were no longer applicable and others such as for the water polo tournament had not yet been included) he would email the complete set out to all members of the executive committee for consideration and hopefully gain the approval of the 2011 ACM to approve the changes en bloc. The Handbook would then be available for reference or download and printing from our website (currently 25 pages).

**3. Presentation of Annual Reports**

Ron Bowrage said his report as Trophy Secretary was similar to the previous years. He re-stated the fact that he was unable to deal with both trophy presentations as well as keeping up with the giving out of all the masters medals on his own. The meeting agreed that to help out with the presentation of medals that a new post of Assistant Trophy Secretary would be added to the list of officers at item 6 as Corrine Williams said she would be willing to take on this job.

Ron also said that no action had yet been taken to replace the missing trophies. He thought it was about time that CSSC contacted the insurance company to see if a claim is possible and then have the trophies replaced.

**4. Presentation of financial Statement for the Year Ending 31<sup>st</sup> December 2009**

Iain Colquhoun said there were two sheets he had made available. The first was the overall breakdown of expenditure of the CSSC ASA against our CSSC Grant of £12,000. He said we had just managed to finish last year within budget but this was only because we didn't manage to field a water polo team at the Triangular and so saved on some £1,000 plus in T&S. He said 90% of the expenditure was paid out directly by CSSC and that invoices would be held by CSSC and not by himself.

The second sheet showed what Iain referred to as 'local expenditure' which was an account of the monies he actually spent and had receipts to cover. This expenditure was far greater than usual last year due to the purchase of the laptop and other equipment which would not be repeated. He would be passing the relevant back up invoices to CSSC for audit idc.

## **5. To fix entry fees for 2011**

The Chairman asked Ryan Langley if he felt that the level of our entry fees was in line with other CSSC National events or if they needed increasing. Ryan said that there was no pressure from head office as far as he is aware to increase the price of the entry fees so suggested they were left at current levels. Agreed.

## **6. Election of officers**

President	Suzanne Witton
Hon. Gen Secretary	Iain Colquhoun
Hon. Treasurer and Trustee	Suzanne Witton
Hon. Championship Secretary	Iain Colquhoun
Hon. Secretary Men	Matthew Gomez
Hon. Secretary Women	Emma Wise
Hon. Diving Secretary	Anne Murray
Hon. Water Polo Secretary	Darren Nash
Hon. Trophy Secretary	Ron Bowrage
Hon. Assistant Trophy Secretary	Corrine Williams
Hon. Technical Officer	John Helme
Hon. Open Water Secretary	Jackie Kendall
Hon. Press Officer	Iain Colquhoun/Ryan Langley

The above officers were unanimously elected en bloc and Suzanne Witton took the chair.

## **7. Election of Executive members in accordance with Rule 16**

Eion Coulthard and Ron Macdiamid were duly elected as Executive members

## **8. Amendment to Rules [Motions for the meeting] Overhaul of handbook**

See Item 2 Matters Arising.

There were no other motions put forward but Iain Colquhoun said that one area he was currently looking at is the number of overall points awarded to the lifesaving teams. He felt that numbers of team entering the championships is dropping and there needed to be more incentive than a maximum of 6 team points for taking part in such a time consuming event. It was also pointed out that when doing test 3 the other teams watched what happened and often copied the team before them so the teams waiting should be kept in the changing rooms while the teams ahead of them completed this test. Iain would consult with Ronnie Claudin our Lifesaving rep as well as others who have previously taken part to find out their views. There was certainly a need to speed up test 3 of the event.

## **9. National Championships 2011 – booked 5 & 6 May and 10 & 11 May 2012**

Iain Colquhoun confirmed that the Ponds Forge Pool was already booked on the above dates for the following two years. Also he had confirmation from Barry Drain of Group Choice had also booked the usual range of rooms at Sheffield Hotels.

## **10. Delegate for CSSC Conference – 21/22 June 2010 – Manchester**

It was agreed that Suzanne Witton would represent CSSC ASA at the CSSC Conference again this year as Iain was finding it difficult to get all the time off he needs.

**11. CSSC Open Water Swimming Championships – 18 July 2010 at Whitlingham Outdoor Education Centre, Whitlingham Lane, Trowse, Norwich in conjunction with East Region Open Water ASA & Age Group Championships.**

Jackie Kendal confirmed that our first Open Water Championships are going ahead and that her suggestion is to get blank medals for each age group (so any unused could be used the following year) and provide a certificate with a time for everyone who took part. Iain said he would look into the feasibility of providing certificates for all entrants on the day.

The Eastern Region would expect a small contribution towards feeding CSSC VIPs on the day which should amount to about £5.00. Jackie said that Eastern Region ASA is quite happy for us to take part this year as a trial and so at minimum cost/contribution but if our numbers grow we would in due course be expected to contribute proportionately. It had already been proposed that we would 'contribute' John Helme this year as a timekeeper and John confirmed he is willing to attend. CSSC will pay for John's T&S and overnight stay.

For health and safety reasons each CSSC swimmer will need to wear a numbered hat of the same colour that she will obtain through Eastern Region at an expected cost of approximately 50p each. Also, if they do not attend the safety briefing they will not be allowed to take part in the events.

**12. Triangular - Aldershot on 20 & 21<sup>st</sup> September**

Iain Colquhoun said he had been advised by representatives from the Combined Services that the Triangular had been moved from the normal July spot to September and is now a 'stand alone' event with the CS continuing to hold their Inter-Services competitions in July. He said he did not know the exact format but would contact the CS Secretary shortly to find out more details and then let the swimming, water polo and diving secretaries know.

**13. CSSC Games 2011**

Ryan Langley confirmed that CSSC ASA would be invited again to hold a swimming competition at the Games in 2011. Depending on numbers attending the water time would cover either one or two days as required. He confirmed the dates as 15 & 16 September 2011 and it was noted we should alert the Combined Services as to this commitment as we would not be able to attend both events in the same week.

**14. Any other business**

There was no other business.

The meeting closed at 6pm following a vote of thanks to the chair.

**SIGNED**

.....

**Suzanne Witton      RETIRING PRESIDENT**  
**5 May 2011**