



LEICESTERSHIRE & RUTLAND AMATEUR SWIMMING ASSOCIATION

Minutes of Meeting held on Tuesday 9th January 2024

Present: Ursula Beck, Judy Leader, Geoff Robilliard, Sue Wainscot, Val Dunton, Ron Brewin, Alan King, Paul Sippitt, Trevor Hincks, Abi Crane, Lee Smith, Angela Bird, Jamie Evans. Rachel McClaren, Jenny Beech

01/24: Apologies: Lee Taylor, Maryjoy Appleton, Helen Bickerstaff, Jill Stidever. The following were also not present at the meeting – Leslie Johnson, Lindsey Hackworth, and Rebecca Pope.

The Chair opened the meeting by wishing all a very Happy New Year.

02/24: Confirmation of the Minutes of the meetings held on Tuesday 14th November 2023 and Tuesday 12th December 2023.

Minutes of Meeting held 14th November 2023 Item 78/23j should read Disability Report not Discipline Report. With this correction the minutes of both 14th November and 12 December 2023 were proposed by Judy Leader and seconded by Sue Wainscot as being a true record. All present accepted the minutes.

03/24: Matters Arising from the meeting held on 14th November 2023.

No matters arising that would not be dealt with under the Reports.

04/24: Matters Arising from the meeting held on 12th December 2023.

No matters arising from these minutes.

05/24: Correspondence & Secretary's report:

The Chair said there was nothing to report.

06/24: Acceptance of Records – Trevor Hincks

Age Group	Event	Course	Name	Date Achieved	Time achieved	Venue	Competition	Current record
Mens	100m Freestyle	SC	Charlie Poole	08/12/2023	00:49.28	Edinburgh	Scottish National Short Course	00:49.34
Mens	100m Backstroke	SC	Charlie Poole	10/12/2023	00:54.24	Edinburgh	Scottish National Short Course	00:54.87
Mens	50m Freestyle	SC	Jacob Mills (rel)	15/12/2023	00:22.22	Toronto	Ontario Pan Am Junior International	00:22.57
Mens	200m Freestyle	SC	Jacob Mills	16/12/2023	01:46.55	Toronto	Ontario Pan Am Junior International	01:46.86
Mens	100m Freestyle	SC	Jacob Mills (rel)	17/12/2023	00:49.05	Toronto	Ontario Pan Am Junior International	00:49.34
Mens	0m Individual Med	SC	Alex Casey	17/12/2023	00:54.41	Ponds Forge	Swim England SC Winter Championships	00:55.30

The records for Jacob Mills and Alex Casey were accepted by all present.

Following discussion, it was agreed that the records for Charlie Poole could not be accepted due to the events taking place in Scotland and for Stirling University which was not covered by the Rules for requesting a record, namely:

A swimmer claiming a record must:

At the time of the swim be a member of Swim England and a member of a base Club affiliated to the Association. The member shall have been a member of the affiliated base Club for a consecutive period of not less than sixty (60) days immediately prior to the swim.

A swimmer is only entitled to claim a record if they have swum in the name of an affiliated club, or a team encompassing the counties of Leicestershire and or Rutland, or a team competing in the International Swimming League (ISL) or any equivalent competition, or their nationalised country. Stirling University is not an affiliated club or team encompassing Leicestershire or Rutland, nor was it a team competing in the ISL (or similar) nor does it not come under the auspices of a nationalised country, therefore, unfortunately, this criteria is not met.

A letter explaining the decision would be sent to Charlie's mother.

Following discussion regarding the rules for records it was agreed that the layout should be altered to make it clearer for those applying for records. Val did express concern that when Charlie applied for a record last year, he had been told that his application was too late but at that time he had not been told that he could not apply for a record when swimming for his university. She said he was still a member of Market Harborough and trained with them during his holidays.

07/24a: Treasurer's Report – Judy Leader (November and December 2023)

Main Points

- The Year End Accounts were approved by Stuart Sharp and accepted at the December AGM.
- The Accounting Software Pandle has been upgraded to the paid for Pro version and Sue & Ursula have been added as users.
- There is no income, except for bank interest, for the period as is usual for this time of year.
- Expenditure is accredited to the regular outgoings (COL, Workspace), Coach Education/Bursaries, and new trophies & medals for the 2024 Age Groups & Championships. Sundry expenses covered the purchase of a Laminator, required for notices etc used at Events such as Age Groups, and a gift for the outgoing Honorary President.
- An unexpected expense was an invoice from BLC for Sept Masters Open & Championship Food. This had been missed from their original Invoice received in October and was an oversight on my part that the omission was not spotted at the time.

2024 Age Groups and Championships

- Invoices will be issued to all clubs by 13th January for their entries to the competition.
- Payments for Accreditation passes have started to come into PayPal.
- A further invoice for trophy engraving has been received. Additional expenditure is expected as any remaining 2023 names are added to trophies.

Attached reports: - Circulated to LASA Executive prior to the meeting (not attached to the minutes)

Cash Flow for the Financial Year – showing financial year to date.

Profit & Loss for October - outgoings exceed income this month as expected; Liabilities cover the invoices received in December that were not paid until January.

Balance as of 31st December 2023.

Judy said she would send out a reminder to clubs for their coaches and team managers to now apply for their accreditation passes for the Age Group & Championships if they had not already done so.

07/24c: Swimming Report – Paul Sippitt

There were two reports relating to the Age Group & Championships.

LASA Age Groups and Championships 2024 update 08/01/24 - Geoff Robilliard

- Due to the booking issue at Hinckley all revised schedule affecting just the one weekend have gone to clubs.
- Work is continuing in the background to ensure we have transferred outside companies to the HLC.
- Discrepancy period is ongoing till 10/01/24(Midnight). Following point to follow on from that.
- Swim Start_times/Warmups and Lanes/Seating plan will be released shortly.
- Weekend programmes still to be done (awaiting a couple of items).
- Quiet Room and Multi Faith room detail will follow shortly.
- LASA Code of Conduct has been revamped to include updates from WavePower 2024 (indebted for the assistance from LASA Welfare Officer) and issued to clubs.

- Awaiting responses from a couple of sources to questions asked a bit back but mainly we are fully on track.
- Check everything through and address any continuing issues.
- Please note Sue has given update from her part in the LASA proceedings.

Geoff Robilliard - Meet Coordinator LASA Age Groups and Championships 2024

Age Group Report – Sue Wainscot

OFFICIALS:

Responses from LASA licensed officials are coming in at a steady pace. This is expected to continue now the accepted entries have been released.

Many thanks to Lee Smith for circulating the Officials Request on my behalf. As LASA Officials Coordinator I am unfortunately unable to access any Swim England Officials information.

REFRESHMENTS:

Discussions are ongoing with Hinckley Leisure Centre regarding refreshments to look at the options available. There will also be further consideration on how we can accommodate a request from clubs for Coaches to have the option of booking food between sessions at cost.

MERCHANDISE:

Sportyswim are the nominated supplier and all designs and range of products have been agreed. The costs of items for sale are the same as for 2023.

Further communication will be sent out to clubs on the ordering process and which sessions Sportyswim will be attending. Unfortunately, as all sessions are at Hinckley, we will be unable to have a full swim shop.

Geoff said that the cables for the strobe box had gone missing from Braunstone Leisure Centre. Agreed to purchase replacements. Judy queried what was happening about the lockable box/cabinet for our equipment. Geoff said this was still being sorted, not made easy by the closure of the pool since before Christmas.

Geoff confirmed that he had arranged for all of our electrical equipment to be Pat tested on 18th January and asked Jamie if he could arrange for the large printer to be moved upstairs for testing. Jamie confirmed that this would be done.

07/24d: LASA Development Report – Sue Wainscot

COACHES MEETING:

Following the Chair & Coaches Meeting in November Head Coaches met to hold a further meeting to progress the development of swimming within the county. This was well attended and extremely useful in obtaining feedback from clubs in Leicestershire. Tom McManus kindly chaired the meeting.

A number of aspects relating to development within the county were agreed in principle.

Following the meeting work is being undertaken coordinated by Tom McManus and Paul Sippitt, Swimming Manager, to put together a draft memorandum of understanding for the arrangement between base clubs and COLSC.

A follow up meeting is scheduled for Saturday 24th February and prior to the meeting a draft document will be circulated to all Coaches and Chairs for consideration.

As this meeting is immediately after the 2024 County Age Groups & Championships it will also be a good opportunity for coaches to feedback on behalf of all clubs on their observations of the event.

LONG COURSE TRAINING:

Some clubs have still to feedback on whether there is any interest in utilising the 50m pool for sessions on a Sunday. This will be followed up at the next Coaches meeting.

COUNTY & CLUB CAMPS:

A meeting was held with Joe Roebuck & Amy Smith in December; they run Swimswift Elite and are based in Leicestershire. Some useful information was obtained and discussed including running county day camps for a wider range of swimmers within the county. This could include specific sessions for younger swimmers, regional qualifiers, Masters etc.

The information obtained will be discussed with Coaches at the meeting in February.

Sue Wainscot – Development Manager

07/24e: City of Leicester Development Report – Jamie Evans

Throughout the closure of the main pool at Braunstone development have continued to train.

Sessions have consisted of a balance of technical and aerobic work in order to ensure that the skills learned throughout the first part of the season are reinforced. At the same time, we are mindful that the swimmers need to be kept as fit as possible given the training we can currently offer.

Typically, a session consists of a long technical warm-up of drill/swim (either front crawl and or backstroke) using a variety of drills that the swimmers have learned already on 50m repeats. This is then followed up with 25m repeats of either Fly or Breaststroke as a drill progression leading up to full stroke.

The main sets vary between Fc based and IM based including kick work.

The swimmers have worked really hard mentally and physically during sessions with little or no fuss meaning that we have been able to make best use of time. Due to the fact they already know the drills they are able to perform them at request with any instruction/support being given on an individual basis as and when it is needed. Therefore, once the session has started there is a smooth flow from one activity to another.

Finally, the Coaches at CoLSC would like to thank the base clubs for being able to accommodate the development swimmers and continue to support their progress. At the Derby Excel meet in December the swimmers on the whole performed really well and a good camaraderie within the squad was evident.

Below are the overall Age Group points for the DX Meet (Development Only).

The City of Leicester swimmers finished 5th in the Top Club award.

Age Group Awards – Open/Men's

10/11yrs

6th Mason

12th Rahul

17th Rory

18th David

22nd John

25th Harry

Age Group Awards – Women's

10/11yrs

3rd Connie

8th Sophie

10th Izzy

25th Violet

26th Ruby

36th Zoe

38th Naomi

If anyone wishes to have any further information or to visit the City of Leicester programme, please let me know, my contact details are on the bottom of this report.

Thank you to LASA for your continued support. – Jamie headcoachcol@gmail.com 07912732023

Confirmed that this report would be circulated to the Head Coaches as agreed at the last Coaches meeting. Ursula to send a copy to Sue to circulate.

Jamie also confirmed that 87 out of 89 City of Leicester Swimmers had entered the Age Group Championships 2024. The two not attending had good reasons for not so doing.

07/24f: Masters Report – Alan King

Nothing to report.

07/24g: Rules Revision—Paul Sippitt

Paul explained that the Constitution as agreed at the AGM in December had been sent to Helen Weeks, Sports Governance and Welfare Manager, for her to look at as part of the County Governance Code process. We had now received this back and there were a small number of suggested changes that needed to be looked at. Paul said he

would be arranging a Rules committee meeting in the near future to review the constitution following which an SGM would be arranged to get the changes accepted.

07/24h: Officials Report – Lee Smith and Ron Brewin

Judge 2 Completion

Congratulations to Phil Daffern on completing their Judge 2 qualification.

Swim England officials update.

Below is a message for Helen Akers regarding newly qualified Judge 1 Licences.

As we enter the County Championship period, it is a requirement for those events licensed at Level 1 or 2 that all officials are qualified and licensed for the role they are undertaking. However, due to the recent office closure period and staff leave, there is currently a backlog of Judge 1 qualifications waiting to be verified. Whilst we are endeavouring to get these added to individual records as soon as possible, it's unlikely that we will be able to provide an updated membership listing in the near future.

There will also be a lag in providing those individuals with their licence card. As all newly qualified Judge 1 officials now automatically receive their first licence, we ask that you take this into account if you identify any qualified but apparently unlicensed officials on meet reports submitted to you. Please note that this dispensation should only need to be applied to those officials who have qualified as a Judge 1 since November 2023.

Regards - Lee

It was agreed that Lee and Sue would liaise to ensure that they had the details of all officials able to attend the Age Group and Championships.

Ron concluded the report by informing the meeting that details had now come through for those wishing to apply to commence their training to become a Referee.

It was also confirmed that there would be a World Aquatics update for those officials who had not yet attended on the first day of the Age Groups, 27th January 2024 commencing at 12.15. Lee was in the process of identifying who had yet to attend a session.

07/24i: I.T. Report - Judy Leader

Judy said that Sue and Ron had recently attended a training session with herself for them to be able to download information on to the Website themselves.

07/24j: Disability Report — Jill Stidever

September and October 2023 report

Over the past year we have been fortunate to see some new faces coming through, however we have also lost swimmers and are set to lose another due to prior commitments in the new year. Currently a Sunday runs with typically 5 swimmers and our Wednesday session runs with around 10 although we have 14 swimmers registered at this time.

Throughout the year we have had a number of swimmers competing

- Evie Wright in the Diddy League.
- Conor Freeman in the Masters Open meet and for Leicester Penguins in the current Winter League.
- Jemima Boon in multiple competitions throughout the year including Coalville Club Champs and more recently Bramcote Open meet.
- Luke James in the Swim England Short Course Open Meet.

Our next few months are critical in continuing to run as we are struggling with attracting new members and new coaches. We look to begin training people showing interest in the sport in hopes of increasing our reach as a club and a charity.

December 2023 Disability Report

There is nothing to report as we have not swum since the week before the end of term. We will be returning tomorrow evening and Sunday morning.

Two swimmers from the multi squad have entered the Age groups this year. A 100% increase on last year!!!! This is plus one swimmer from Hinkley.

Ron confirmed that the all disability swimmers had been entered into the championships and it was also confirmed that they would receive medals irrespective of their finishing results.

07/24k: Any further reports

There were no further reports.

08/24: Appointment of:

- a) Trophy Controller – Abi Crane
- b) Records Officer – Trevor Hincks
- c) IT Manager – Judy Leader
- d) Swimming Technical Officials Officer – Ron Brewin
- e) Masters Swimming Officer – Alan King. Alan had received a proposer and seconder prior to the AGM, namely Pam Tilley and Tracy Goodman and these were accepted by those present.

All accepted by those present at the meeting.

09/24: Nominations for Standing Committee Members

The following were nominated by those present at the meeting.

- a) Swimming Committee - Geoff, Ron, Sue, Jill, Jamie. Paul said he would ask Josh if he wished to continue on this Committee. It was also agreed that at the next Coaches Forum in February they would be asked if one of their coaches would like to join this committee.
- b) Development Committee – agreed not to have a committee but to call on people as and when required to assist.,
- c) Finance Committee – Standing Committee Managers/Officer – namely Paul, Sue, and Alan. Ron and Val
- d) Rules Revision Committee – Ron and Trevor
- e) Masters – Committee not required as Alan would ask for assistance as and when required.

10/14: Nominations for County Badges:

The meeting reminded that nominations for County Badges could be submitted to the Officers throughout the year.

11/24: Dates of LASA Executive meetings 2024:

Dates of LASA Meetings for 2024 – 13/02/24, 12/03/24, 09/04/24, 14/05/24, 11/06/24, 09/07/24, 10/09/24, 08/10/24, 12/11/24, 10/12/24 (AGM)

12/24: Any other Business accepted by the Chair as relevant.

- a) Angela asked if there was an update on when the Braunstone pool would be reopening Geoff said no change at the present time.
- b) Trophy Returns – 16th January. Angela asked what the latest time was on the evening to return trophies. Abi said 7.45 pm at the latest and explained that as well as returning the trophies the clubs were given their 'host bag' which gave details of which events their club would require volunteers to assist.
- c) Angela raised a concern as to how to police the changing rooms with the new ruling with regard to a ban on mobile phones in the changing rooms. Ursula explained that it would be difficult, but all clubs had been asked to make sure that their swimmers and parents were aware of this new process.
With regard to the updated Wavepower 2024 there was going to be a number of "drop in sessions" for clubs to attend. Details had already been circulated to all Welfare Officers. These "drop in sessions" would be open to all club coaches, team managers, Chairs and Secretaries. Ursula said she would circulate the details to the clubs again.
With regard to the policing of the changing rooms, Jenny said that she had sent out a letter to swimmers and parents explaining the need to follow this ruling and the consequences that may arise should this not be the case. Ursula said she was aware of another club that had also notified all concerned.
- d) Jamie queried the date of Diddy League gala in May. Confirmed 11th May 2024. He said this was the last weekend of the Nationals so there may be clash.
- e) Jamie said he now had the dates for the British National Trials for 2024 – 2028. He said he would circulate them to the clubs for information.
- f) Jamie said he had noticed that on the entry file list for the Age Groups that had gone out the previous day dates of births were showing which could be a breach of the GDPR. Judy immediately took them down and Ursula said she would contact the ICO to inform of this mistake.
Post meeting note – Ursula contacted the ICO, and they were happy that there was not a higher enough breach to be of concern.

Confirmed date of next meeting 13th February 2024 commencing at 7 pm via google meet.

There being no further business the meeting was closed at 8.15 pm.