



LEICESTERSHIRE & RUTLAND AMATEUR SWIMMING ASSOCIATION

Minutes of Meeting held on Tuesday 9th May 2023

Present: Ursula Beck, Judy Leader, Geoff Robilliard, Paul Sippitt, Lee Smith, Val Dunton, Jamie Evans, Rachel McLaren, Maryjoy Appleton, Lee Taylor, Abi Crane, Ron Brewin, Trevor Hincks, Sue Wainscot

35/23: Apologies: Fiona Conway, Alan King, Jill Stidever. The following were also not present at the meeting – Leslie Johnson, Helen Bickerstaff and Lindsey Hackworth.

Before the commencement of the meeting, the Chair welcomed Lee Taylor, Chair of Shepshed to the meeting and informed the meeting that Rebecca Pope had stood down as delegate for Leicester Sharks with Lindsey Hackworth taking her place.

36/23: Confirmation of the Minutes of the meetings held on Tuesday 11th April 2023

33/23h – Correction to dates for Long Course Championships – should read 22/23rd April not 8th April. All concerned had been notified of this correction.

Following the correction to the Minutes they were proposed by Abi Crane and seconded by Sue Wainscot as being a true record, All in favour.

37/23: Matters Arising from the meeting held on 11th April 2023

There were no matters arising that would not be discussed within the relevant reports,

38/23: Correspondence & Secretary's report:

An email had been received from John Thompson thanking the County for the £50 gift card that he had received in recognition of his time as County Treasurer.

39/23: Acceptance of Records – Trevor Hincks

The following records were accepted by those present at the meeting,

| Age Group | Event | Course | Name | Date Achieved | Time achieved | Venue | Competition | Current record |
|-----------|---------------|--------|-------------|---------------|---------------|-----------|-------------------------------------|----------------|
| Boys | 50m Freestyle | LC | Jacob Mills | 08/04/2023 | 00:23.33 | Sheffield | British Swimming Championships | 00:23.60 |
| Boys | 50m Butterfly | LC | Jacob Mills | 30/04/2023 | 00:26.34 | Derby | East Midland Regional Championships | 00:26.40 |

Jamie said there were a couple of errors on the records page of the LASA Website. Trevor said he would amend when adding the above record details,

Judy confirmed that she now had access to online banking so all outstanding record payments would be made.

40/23a: Treasurer's Report – Judy Leader

Summary

- 2 new Signatures created for Ursula Beck & Judy Leader
- On-line banking access granted for Ursula Beck & Judy Leader. Activation codes awaited.
- Application for a Debit card submitted for Judy Leader
- Review and walk through of the Master Accounting Spreadsheet undertaken with John Thompson. A good understanding gained of how he accounts are managed.

- Accounts could not be prepared as access to the bank account is not yet complete (awaiting activation codes).

Income

- Details are unknown due to no access the bank accounts
- The following are believed to have been received:
 - o 4 off Officials polo

Expenses

- No expenses have been paid due to lack of access to the bank.
- The following payments are outstanding:
 - o All March Record recipients
 - o A Wallace for engraving
 - o 1 x Coaching bursary
 - o 1 x licence renewal (pending)
 - o Google Workspace – paid by Debit Card.

Concerns

- Google Workspace is aid via a regular automatic debit to the Debit Card. The exiting Debit Card was cancelled by John and thus the payment to Google Workspace was declined. New payment details need to be set up on the Workspace account before June 5th otherwise, all access to mail etc will be frozen. A new card should be received before then, but if not a personal card will need to be used as a short term temporary measure and the monies claimed back.

Confirmed that Abi would be collecting all stock items and money from John this coming Thursday and would in the first instance be passed it over to Ursula. Agreement in the process of being made as to where the stock would be stored.

40/23b: East Midland Region Report – Ursula Beck

No Board meeting since the last LASA meeting but there had been the Regional Annual General Meeting at which Geoff had been elected as the Vice President for the East Midland Region for 2023. Geoff would take up the position of President following the East Midland Region Annual General Meeting 2024.

40/23c: Swimming Report – Paul Sippitt

The second meeting of the Swimming Standing committee was held on 15th April.

The meeting focused on the LASA Clubs comments related to the 2023 LASA County Age Groups and Championships and the committee considered proposals for 2024 based on the comments. We also reviewed progress related to the Mini Meet and County Development Camps. A full copy of the notes from the meeting are available and accompany this report.

2023 LASA County Age Groups and Championships

We received reports from six LASA clubs as well as comments from two members of affiliated clubs; the full details of what they all said can be found in the accompanying document. There were many unique comments all of which are valid but the Committee focused on those comments where multiple clubs committed on a given subject and these can be summarised as a follows:

- Whitwick & Coalville (5 of 6 clubs commented)
 - o All related to concerns over spectator space and missing swimmers' events because of limited space
- LASACats (4 of 6 clubs commented)
 - o Focused on lack of information.
- Sessions - Length of, late finishes, number (4 of 6 clubs commented)
 - o Weekends to close to each other, late finishes but due to pool availability.
- Qualification times (3 of 6 clubs commented plus one individual)
 - o Out of date and need an overhaul.
- Use of 50m Pools & what is purpose of LASA Championships (3 out of 6 clubs commented)
 - o Who is LASA event for is supposed to be a Prestigious event or for as many swimmers as time allows.
- Based on the comments from Clubs the swimming committee are seeking approval to proceed as follows:
 - o Use a 50m Pool for 2024; exploratory visit made to Alan Higgs Centre Coventry.
 - o Ten sessions over wo weekends with a week's gap.
 - o QT's use fifteenth fastest time in LASA for all events and age groups; may use top 20 for 11 and 12 if space allows.
 - o Budget (does not include travel expenses, medals, engraving, printing costs and use of water)

- 2023 pool costs including rooms and food was £12,302.
- If 25m pools used for 2024 expected costs based on known and expected prices increase £14,900.
- Budget for 50m Pool, rooms and food for 2024 £17,500.
- A refined budget including income to be issued to the LASA Executive June 2023 meeting for ratification.

Mini Meet 2023

All in hand for 3rd June; entry file was issued to clubs on 1st May with closing date of 19th May 2023. Sue Wainscot has agreed to review officials for the event.

Dates for the 2023/2024 event are being investigated and will be advised to the June Executive meeting.

County Development Camps

Update to be provided by Sue Wainscot

Paul Sippitt, Swimming Manager

Regarding consideration being given to moving the County Championships to the Alan Higgs Centre, Coventry Paul, Ron, Geoff and Sue had visited the pool on 7th May 2023. Considerable discussion took place regarding the cost implications, swimmer numbers and the actual events to be run over two weekends.

Jamie, when asked, indicated that whilst City of Leicester would consider not entering a Long Course meet during our Championships if we chose to use a long course pool ourselves, City of Leicester swimmers would still only enter a limited number of events at the County Championships.

It was suggested that a vote take place at this meeting to ascertain those clubs who would be interested in moving the Championships to Coventry. However, due to the small number of clubs attending the meeting it was not felt that this would give a clear indication and therefore whilst there was a show of hands it was agreed not to make any decisions at the meeting.

It was appreciated that there was a need to make a decision as quickly as possible but it was also felt that further information was required before making a final decision, With this in mind it was agreed that Paul and Ursula would put together a letter to go out to all clubs this week outlining the costings, and what the championships would look like if moved to Coventry asking clubs to reply by return indicating whether they were in agreement or not to have the championships in Coventry in 2024. It was pointed out that all information so far sent out to delegates and clubs was in draft form and not a final document.

Regarding the Mini Meet gala on 3rd June, Abi said she was happy to do the announcing and it was confirmed that there would be sufficient medals to present. Entrance fee for spectators would be £3 per person.

40/23d: LASA Development Report – Sue Wainscot

Club Chair/Coach Meeting 10th June 2023:

The venue has still to be confirmed as a number of venues are unable to provide food as part of the room hire. Enquiries have been made at Whitwick & Coalville Leisure Centre and Hinckley could be a further option, but no approach has yet been made – **informed at the meeting room booked at Coalville Leisure Centre.**

Once the venue is confirmed a further email will be sent out to all Club Chairs & Head Coaches confirming the Agenda & location etc. Paul Sippitt & I will be representing LASA and will be supported by Fiona Conway & Helen Bickerstaff. The Agenda includes an update on the 2024 County Age Groups & Championships and Geoff Robilliard may also attend for this part of the Meeting.

County Development Camps:

Arrangements are progressing for the two camps on the 9th July & 3rd September.

Matt Lowe (Leicester Sharks) has been appointed as Head Coach for the two camps and to date the following Coaches have been appointed as Skills Coaches:

Joanne Green Hinckley SC
Helen Atton Leicester Neptune SC
Joel Eadie Braunstone SC
Jordan Chappell Leicester Sharks SC

There is still the opportunity for two further Skills Coaches to be appointed as it works best if there is a Skills Coach for each lane plus a Head Coach

I am due to meet Matt Lowe in the near future to talk through the format of the camps etc.

Any other Club Coaches/Teachers who may be interested can contact Sue Wainscot

Numbers attending at the date of this report are as follows:

Female Swimmers: 15

Male Swimmers: 10

The ideal number is 36 (18 boys & girls)

Invitations have been sent out to a few swimmers who were on the reserve list and this may result in a further 3-4 swimmers

There are 2 swimmers who cannot make both dates due to other sporting commitments. They have been advised that if spaces are available, they may be able to attend. Based on current numbers I intend to advise them that they can attend for one of the sessions

Based on the numbers the cost to the county is likely to increase over the original budget and once the final numbers are confirmed I will liaise with Judy re the revised budget and arrange for the final documentation to go out to all the swimmers including payment arrangements

The same format is anticipated for 2024 based on Swim England information and will be based on SE rankings at the end of August. My recommendation is that two dates are set by September for these camps with one being before Christmas 2023 & the second one just after the Age Groups 2024. The age will be 12 years as at 31st December 2023

Sue Wainscot – Development Manager

40/23e: City of Leicester Development Report – Jamie Evans

The five new swimmers have settled into Development's training very well. Well done to the coaches at their base clubs.

The Development swimmers have had another good block of work during April. This progress will hopefully be on show at Development's final three Open Meets of the 2022-23 season (Nova, CoL Summer Splash and Northampton LC).

Jacob Mills has been selected for the European Junior British Team in July (Belgrade) and Jacob has had his English Age Group Record confirmed.

After weekend one of the Regional Championships the City of Leicester SC currently have:

9 – Golds medals

18 – Silvers medals

9 – Bronze medals

If anyone wishes 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

40/23f: Masters Report – Alan King

On Sunday 15th April a large number of Leicestershire Masters swimmers attended the Staffordshire Master Open Meet. Swimmers attended from Leicester Masters, Braunstone Masters, Loughborough Masters and Penguins Masters. It was a very productive event for all Leicestershire Masters swimmers with lots of good performances and PB's although the Meet itself was very long – which was a little disappointing with long waits between swims.

Various Leicestershire Masters are now focusing on National Masters at Ponds Forge June 4th and I look forward to reporting how they all did at the next meeting. Also, there is a Friendly Masters meet at Calverton and Bingham on Sunday 11th June and I believe Leicestershire will also have swimmers attending this meet as well and I will provide an update accordingly.

Re Leicestershire Masters Meet September 2023 – we are still waiting for online entries to “go live” and Fiona has confirmed she will help us get this sorted once the East Midlands Championships are concluded - so hopefully we will go live around the end of May or Mid-June as last year. I will keep everyone updated with the progress at the Next meeting.

Alan King Leicestershire Masters Representative

40/23g: Emergency/Disciplinary Rules —Paul Sippitt

Emergency/Disciplinary – nothing to report.

Rules Revision

The Emergency/Disciplinary/Rules committee met on 17th April to consider becoming a Private Limited Company limited by Guarantee.

Having reviewed what it means to be a Private Limited Company limited by Guarantee and what it will take to set up such a company the committee were unanimous that at this time LASA does not have a need to convert to a Private Limited Company limited by Guarantee as LASA does not own any assets (of significant value), has no employees and only enters into contracts for the supply of goods and services based on agreed budgets which we know can be funded from existing resources should there be issues in achieving the expected income.

This will be kept under review annually.

Paul - Manager Emergency/Disciplinary/Rules Revision committee

40/23h: Officials Report – Ron Brewin/Lee Smith

World Aquatics (formally FINA) Rules Update

There will be 2 further presentations of the World Aquatics rule changes. The first is on Monday 22 May at 19.00 and the second is on Saturday 27 May at 10.00. It is a mandatory requirement for relicensing. If you wish to attend email me at brewmaster@talktalk.net to book a place. Certain referees within the county are also authorised to deliver the presentation. The go live date for the new World Aquatics rules was 10th March 2023 and will be in force until the next revision due in 2025.

Open Water Technical Officials Course

Saturday 3rd June. This course is primarily aimed at new Open Water officials, they can either be completely new to officiating or hold an officiating qualification in another discipline. However, if you know of existing Level 1 officials who wish to upskill please ask them to complete the survey so that we can establish demand for a session just for this purpose. The cost of the course is £20 for new officials, which will include a practical logbook and their first licence upon qualification, or £15 if they already hold a licence in another discipline. The cost for the upskilling course will be advised once demand has been established. To register interest in the courses please follow this link: <https://www.surveymonkey.co.uk/r/SEOWTO23>

Sportsys and AOE training.

On 3rd June David Fortescue will be at Braunstone L.C. to deliver presentations on Sport Systems gala setup/results software and the setup and operation of the Quantum AOE system.

Only 10 places will be available on this course. First come, first served. If we are oversubscribed, then numbers from a club may be pruned to offer as broader knowledge base as possible.

Coffee and tea will be provided at 09.45 for a 10.00 start. Please bring your own lunch. Training will continue throughout the day and you will gain hands on experience by running the AOE system during the evening mini meet. Please email me at brewmaster@talktalk.net if you are interested.

MINI Meet

Will clubs ensure that they send me their entry file for the Mini Meet by 19th May. Also send to Sue Wainscot the names and license numbers of officials who will be working there. J1 trainees will be welcome.

Festival of Swimming

The region are running again this year a 2 day meet entitled Festival of Swimming. It will be 22 and 23 July at Moorways L.C. Further details will be issued after the regional long course competition has finished. I will be sending out request for officials once more information is available.

Ron Brewin.

It was agreed that Judy would put the information relating to the Sportsys and AOE training onto the Website indicating that there were 6 places remaining on a first come first served basis.

Judge 1 in training report - Lee

As discussed in the last meeting, this report that is issued monthly by Swim England is very confusing as it lists every person that has ever completed the online theory and doesn't remove them once they become qualified. This has now been changed and the latest version (May 23) only shows Judge 1's in training which is a lot more helpful.

Qualified officials report - Lee

I have been assured by TB that this report is as up to date as it can be. Reasons for some officials being missing from the report are missing the deadline for renewal (as was the case for AK), clubs not renewing officials' membership and on the rare occasion issues with updating personal emails and account log-ins (as we're hoping is the case for PT). I will be creating a fact sheet for logging onto the Swim England OMS (Online membership System) where all officials can go to update their preferences regarding what is visible on the membership checking system, preferred communication methods and options on updating contact details.

Having identified that Swim England no longer send out reminders to Officials to relicense at the appropriate time it was agreed that details would be placed on the LASA Website regarding this with access to the relevant form. All Officials would be made aware of the need to check for themselves when they needed to relicense moving forward.

Club official coordinators – Lee

I have had a couple more confirmed but have still not heard from Market Harborough or Melton. I will hopefully be having some training by JL on how to update the officials page on the website, and will then update the club official coordinators contact details.

40/23i: I.T. Report - Judy Leader

Website:

The number of sessions in the last 30 days is 1249, with 603 unique visitors, both down on last month. Of the 603 visitors, 317 were new visitors and 285 were existing.

Devices used continue to be mobile (73%), desktop (25%) and tablets (2%).

No. views for each News/Post for period:

Development Camp Coaches - 12

Secretary Advert - 10

County Records Smashed - 27

Leicester League - 128

The most popular pages visited are:

Leicester League

Records

Mini Meets

Details of funding and bursaries now added to the Resources page.

Social Media:

Facebook & Instagram continue to be successful forms of communication with posts receiving likes and comments.

Data Storage:

Richard Stock has enquired about Leicester League data & files being stored in LASAs data storage (Google Drive). IF it is agreed that this is acceptable, a separate folder will be created with access granted to Richard for him to upload files. Accepted by those present that a folder be created with Richard having access to this folder.

There was also a discussion about LASA acknowledging feedback and comments on the Facebook page and it was agreed that Abi and Maryjoy would be given administration access to make comments and reply on behalf of LASA.

Judy said she had had a request for a club from another County to advertise their open meet on our website. It was agreed that whilst we would continue to advertise Leicestershire Club Open Meets, it was not considered appropriate to advertise events from outside the County. It was pointed out that SE did have a calendar of events that all clubs could use.

Details regarding funding and bursaries were now also available on the Website.

40/23j: Disability Report – Jill Stidever

No report

40/23k: Any further reports

There were no further reports.

41/23: Any other Business accepted by the Chair as relevant

- a) Maryjoy thanked those clubs who had supported the club and their swimmers when they had had issues with their club affiliation. This had allowed their swimmers to take part in the East Midland Regional Event. The club were very grateful for this support.

There being no further business the meeting was closed at 8.37 pm

Confirmed date of next meeting 11th June 2023 commencing at 7 pm via google meet.