



Gloucester City Swimming Club Limited

Minutes of GCSC Committee Meeting

at GL1 (Bowls Room) 18th May 2016 from 6.30-7.45pm

Present: Vic, Gavin, Emma, Brian, Flavia, Rich, Andy

Apologies: Mark, Jenny, Carry

1. Review of Previous Minutes

Previous minutes were approved with 2 name corrections.

2. Coaches Summary

Report circulated prior to meeting, highlights identified as follows.

Future competition and meeting dates need to be added to the website [**Gav**]

Open Meet timings are still under discussion with GL1.

Some parents are concerned about SSK swimmers being at Camp overnight, so looking to adjust SSK to be a day session, potentially allowing a longer duration for TTC. Possibly also open to other local clubs. Timetable to be finalised before SSK meeting on 12-Jun. [**Flavia / Emma**]

Open water training session being arranged, dates TBA.

Plenty of competition success at Regional Youth and Age Group. Selection for England West team and GB team at European Modern Pentathlon.

Last main club session of the season will be 22-July. National qualifiers through to 4th Aug. Club restarts 30-Aug (no mornings), full programme from Monday 5-Sep.

New programme being considered for next season, with higher proportion of land training and more integral long course training.

3. Chairman's Summary

The role is a very big task. There is lots of hard work going on with coaches and volunteers, but we're not always great at passing on information. Noticeboard



needs an update. We need to be specific on the services we expect from our coaches, land training and GL1 and ensure this is delivered.

Performance has been good at Regionals and 3-Counties.

AGM will be held on Sunday 26th June, 5.30-6.30pm. Deadline for nominations is 12-Jun, notification on 19-Jun.

Following SW Regional Welfare advice, Twyver evening sessions should be closed (not just during land training). Comms to be issued [**Rich**]

4. Financial Summary

Accounts prepared and submitted to accountants. They report is much more detailed as a company and has to be submitted to Companies House. The originally anticipated loss has been recovered by management of pool costs and expenses and the exceptional Open Meet results have turned in a profit.

The importance of reserves was noted for cashflow, since April fees income is not enough to pay all bills, including Open Meet costs.

Expense policy is to be recirculated to all coaches, ensuring that all expenses are approved by Andy in advance [**Gav**]

Reiterated the need to obtain a PO number to authorise any expenditure before committing.

Having extended her support for many additional months, Claire has now stepped away from finances and been removed from the bank mandate. The committee agreed to recognise Claire's contribution with lifetime membership and a communication [**Flavia**]

5. Open Meets / Workforce

Approx 950 swims (£5600 external income) plus GCSC so far for July meet.

Dates for future (long course) meet at Hengrove are available in September'16 or Feb'17. Agreed to target Feb'17, to be booked and added to GCASA calendar [**Andy**]. This will require a separate Open Meet team, to spread workload ref April meet at GL1.



Young Volunteers have started timekeepers course, need confirmation what level of assessment is required to complete, since most are swimming in galas hence not able to 'practice'.

Some parents have started J1 training, but need encouragement to complete. Push this at SSK meeting and coaches to help encourage.

Still workforce gaps to fill for July meet, reminder email to be sent [**Carry**]. Andrea will be focal contact for this meet.

There is a shortage of trained Team Managers. TM1 course to be set-up [**Rich G**]

Agreed that a more structured approach to training would help planning, i.e. coaching during first quarter, officials during second quarter, volunteers during 3rd quarter. A Level 1 coaching/training course is being arranged, subject to sufficient interest and budget approval [**Andy / Flavia**]. There is Active Gloucestershire funding available.

6. Competitions

Club Championships all planned for Saturday 21st. Will run in 6 lanes due to shortage of officials / volunteers, but still within 1.5 hours. Will be run 'formally' to get swimmer used to competition environment, TMs to avoid use of 'gadgets'.

A GCASA County Champs review will be held on 1st June, need coach / Exec attendance [**Andy / Vic**]

7. Membership

Return of Annual Membership forms has been poor. To be chased by new incumbent after AGM.

8. Welfare

Follow up with potential volunteer [**Vic**]

9. Communications

SSK meeting 12-Jun, Function Room 5-6pm. Don't open shop till later, so that Emma and Claire can look after swimmers, whilst parents attend meeting. No



parents allowed poolside till 6pm to encourage attendance. To be advertised at Club Champs.

10. Fundraising

Some potential for business sponsorship. Gold/Silver/Bronze packages to be resurrected [**Vic**]. Also potential to sponsor a diving block for Twyver.

11. Volunteer of the Month

Will Cooper for helping at shop. Recognise with £10 shop voucher. Publicise on noticeboard / website.

12. Any Other Business

Initial draft of new Timetable has been circulated for review and comment. Focus is more LT, less pool. Concern over previous cost of LT offset by seniors using Twyver equipment more fully and using Uni provision, with some publicity [**Andy**], plus spin classes, plus regular long course.

Opportunity to use facilities at GL1 from 10.30 on Saturday am.

Morning sessions starting at 5.45am being trialled.

Feedback regarding new open meet times following July meet.

Next Meeting: Thursday 23rd June 6.30pm