

## GCSC Committee Meeting – 8<sup>th</sup> December 2017 – GL1

Present: Vic Blakelock (VB), Emma Blakelock (EB – Arrived late), Flavia Jones (FJ), Clair Bulpin (CB), Andrea Lloyd (AL), Welfare officers: Sue Osborne (SO), Brian Dickson (BD)

Apologies: Andy Osborne (AO)

Item	Who
Appointment – the committee confirmed unanimously the appointment of Victor Blakelock as Vice chair	
Resignations – Sarah Fielder; Steve Lloyd have stepped down from their roles. Sarah will continue to support the committee by co-ordinating the competition calendar.	
Minutes Approvals – September Minutes – not circulated October Minutes – Not received November 10 <sup>th</sup> – Approved November 20 <sup>th</sup> – Approved <b>FJ to send them to Nikki Webb</b>	<b>FJ</b>
Head Coach Report – Circulated previously to the committee via email. Items added to the agenda	
Competition Report – New Calendar published. Hytek is up to date apart from manual entries for Tewkesbury Club Champs. SF will input manually any times required for counties. Awaiting for confirmation for our weekend to select volunteers for Counties Club Champs not yet confirmed. James Richards is looking into this. Information required for licensing as a L4. Next Competitions – City of Derby and United Bristol. Few entries received. Southwold Open Meet in May will be requested soon to avoid scratches.	
Membership Report – 2 x ASA fees still outstanding. Committee agreed that if not paid by 1 <sup>st</sup> January the swimmers will not be renewed. No further chasing required 2 members have outstanding fees.	
Welfare – 1 active.	
Update on the internal dispute by VB to the Committee. Independent panel nominated and it is progressing according to the ASA Handbook timescales and process	
Finance Report – FJ reported increase in fee from Beaufort due to the usage of the facilities more intense than predicted. Notice given according to contract.  <b>FJ to organise a meeting with SC and SA, VB to discuss the Beaufort pricing and way forward to ensure contain increase in costs as soon as possible.</b> Discussion on email received for refund of missing sessions (Land Training 14 <sup>th</sup> Sept and CC in November/December.) Agreed to issue the refunds where no alternative session was provided. <b>FJ to email the squads for the missed session offering a refund.</b>	<b>FJ</b>  <b>FJ</b>
EGM –	

<p>Date 28<sup>th</sup> Jan to elect committee vacancies  A communication to go to members with list of vacancies  Vacancies to fill currently identified Secretary; Communication; Promoter; Fundraising  <b>AL to check with Gavin any roles missing.</b>  Discussion around the constitution and how to improve it.  <b>VB to get advice from ASA ahead of AGM in June.</b></p>	<p>AL</p> <p>VB</p>
<p>Swim21 –  Less burdensome but needs to be delivered in January  <b>SF &amp; CB offered to co-ordinate.</b>  For Swim21 and Counties DBS numbers are required. SO highlighted we need them for our own open meets too.  <b>BD will send most up to date to CB and CB will chase parents who have not registered yet.</b></p>	<p>SF/CB</p> <p>BD/CB</p>
<p>Open Meets 2018 –  March 2018 licence confirmed  July, Oct and Sept licences must be submitted urgently.  <b>SL confirmed he will apply for them. A named promoter required</b></p>	<p>SL</p>
<p>Chair Report –  Webpage requires updating  <b>VB to meet with NW to see how to progress this.</b>  Internal Dispute Policy to be published with the Coaches changed not to be employees.  <b>BD to implement the changes and then re-circulate for approval.</b>  EB presented the Swim England Medical protocol given to her by Marion Britton who has just implemented it for City of Bristol. Marion Britton has recommended it to adapt it for GCSC as part of our suite of policies.  EBI proposed that we have something similar and committee agreed.  <b>EB, SO, BD to look at this and come back with a proposal.</b>  VB highlighted that currently there are too many emails and texts with inconsistencies as to who receives them and who doesn't.  VB recommended to deal with emails from members with a offer to meet with the relevant committee member. If the member doesn't want to meet we assume the issue is resolved.  VB proposes to share jobs amongst a number of members who can then work in sub-committee so that we share with others and train more people. Committee approves.</p>	<p>VB</p> <p>BD</p> <p>EB, SO, BD</p>
<p>Christmas Meal –  AO requested the committee to join the coaches Christmas meal. Agreed that the club will continue to subsidise the coaches and committee members will pay for their meal.  <b>VB and AO to discuss dates and venue</b></p>	<p>VB/AO</p>
<p>Volunteer of the month –  Sarah Fielder for the support given to the club</p>	
<p>Nutrition Talk organised by the Network to be advertised to the swimmers.  AO to provide details and CB to advertise</p>	<p>AO/CB</p>
<p>Welfare issue –  EB gave details of the involvement of Marion Britton and the recommendations received. A letter with timeline was read and discussed and will be sent to the family with further offer to meet. Additional communication from Marion Britton was received by EB tonight, which will be considered further.  <b>EB to complete the letter and circulate</b></p>	<p>EB</p>
<p>AOB –  VB proposes not to have AOB but to send any topics that need discussion ahead of the meeting.  FJ discussed the proposal from Harriett Dickinson of 30 minutes taster sessions and whether the committee approves any funding if HD doesn't receive it externally. Further</p>	

information required.  
**VB to check with AO for further details.**

**VB**