



Gloucester City Swimming Club Limited

Minutes of GCSC Committee Meeting at Old Pint Pot 15th Mar 2017 from 6.30-8.00pm

Present: Gavin, Sarah, Brian, Clair, Flavia, Vic,

Apologies: Rich D, Andy, Andrea

1. Financial Summary

Insurances have been renewed, but no feasible option to cover hiring out of starter/PA equipment.

Aspire annual contracts have been reviewed and renewed with minimal cancellation (just 2 weeks in April), to avoid confusion over reintroducing holiday sessions. Any planned session reduction will therefore need to be advised to GL1 with at least one month's notice.

The savings compared to budget, give opportunity to replace equipment that is required, but since some of the savings came from reduced pool and land training, the potential of some refund was discussed. It is almost impossible to determine exactly where the savings are from, so agreed to share the benefit proportionally across membership and provision 50% of monthly training fees [**Flavia**]. Need to request members account details to arrange refunds [**Flavia**].

Need to source the equipment that needs replacing and ensure it is invoiced before end of March – land training kit box/cage [**Flavia**], wall bar vinyl covers [**Gav**], spare microphone for PA [**Gav**], racing block for Twyver [**Gav**]

Budget for next financial year needs to be agreed. Costing for pool hire already known. Input required for training expectation [**Clair, Brian**]. Need to arrange a separate meeting to agree details of budget, so that it can be included in the year-end report [**Flavia**]

Some policies (i.e. Fees) need to be reviewed to ensure clarity for retainer etc. To avoid people swapping month-by-month, suggested making the retainer an annual fee.

New account for GCSC Open Meets Ltd is now fully active and accessible.

2. Swim 21

Successfully re-accredited. Thanks to everyone who supported.

Check if there is a certificate we can publish [**Sarah**]



3. Open Meets / Workforce

Counties

GCASA appreciated the feedback about other club support. Noted that a condition of the County grant is helping at events.

Team Managers

Abbie Giles (and hence Rich) is leaving end of March. Emma Blakelock has indicated a willingness to help, invite Emma to take on the Lead TM role [**Gav**]

Need to set-up a TM1 course, with Emma leading and Marion Britton monitoring to approve becoming a trainer. Rich G will support the preparation.

April Open Meet

Totally full inc. 58 GCSC and some scratches required. There are an unprecedented number of coach packs required, due to lots of small club entries. Therefore significant concern over officials, chase all available avenues, including Neil's contacts [**Brian**]. Some volunteers coming forward, but need to chase [**Clair**]. Noted that Team Managers are included on workforce sheet.

Discussed incentives again, need to include in budget and thus start from July meet. Proposed 12+ sessions throughout the year gets a shop voucher, top 5 get free annual membership the following year (presented at presentation evening)

Swim Path will provide event hoodies, no cost / risk to club, mock-up discussed. Noting that approx. 600 swimmers have entered, impractical to get all names on the back. Suggest using club names or multiple options (i.e. surname A-F etc). Agreed on small logo.

PMN: Option A: GCSC swimmer names (pre-order), Option B: club names (printed on-site)

Seek assistance from Aspire in marshalling the barriers [**Rich**], or ask warm-up marshals that are not already doing something else, to help.

Marshalling Area Rules to be published on wall and in coaches pack. Also get into programme if it's not too late [**Sarah**].

4. Competitions

Too many adjacent meets at present, very difficult to co-ordinate entries and payment. Need to work with coaches to agree the competition calendar in future, avoiding long course training and potentially target nearer home.

Regional Para Champs well attended last Sunday.

Proposal made for additional GCSC hosted para event, due to limited opportunities, but concern over workforce. Better to ensure all events are inclusive (although noted that April Open is always close to BPSIM). Club Champs are age capped and only one para swimmer eligible on age, but



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many of the para swimmers train with the younger swimmers, so proposed widening the conditions in future.

Millfield Super Series L1 (17-19Mar) unsure how many passes actually required since coaches /TM are in stands, not poolside (except warmup). 25 swimmers, 1 coach, 1TM.

Exeter / Taunton Deane L1 (14-16 Apr), 11 swimmers plus Andy

Weston L3 (15-16 Apr), 17 swimmers, James plus 1 TM

British Para Swimming International, Sheffield (27-30 Apr), 5 swimmer plus Josh

Regional Youth Champs, Plymouth (29 April-1 May),

Regional Age Group Champs, Hengrove (13-14 May), Millfield (20-21 May) – slight change to 11-14yrs schedule, sent as comms.

Internal closing date 9th April, need to know who is attending to order passes.

GCSC Club Champs L4 (6-May), 25 swimmers, closing date 7th April. Concern over officials.

Southwold L3 (27-28 May), 13 swimmers, plus at least one entered before target. Internal closing date changed to 26th Mar. How many coach passes required?

PMN: already full – so swapped entries to Severnside L3 (3-4 Jun)

Cardiff International (26-28 May), closing date 9th April

Everyone agreed the guide to galas/meets was great and it should be published on the website [**Sarah**]. Suggested a SSK3/5/6/ parents meeting on 7th May, where current volunteers describe what they do. Need to advertise and book bowls room [**Gav**]

Also have an open desk in the café potentially monthly – first on Sunday 9th April [**Sarah/Clair**], but noting start of Easter Holiday, may be quiet. Advertise alongside Easter session changes.

Hy-tek Swim Manager to be purchased [**Flavia**]. Other clubs using the system responded positively over the benefits, however still maintain Team Manager to get report of swimmers 'age at 31-Dec', since Hy-Tek Swim Manager is preset for 'age at competition'

Initial set-up will require parents to fill-in details on-line, to create each swimmer account, before times can be copied over from Team Manager. Therefore will have laptop available in café over a few Sundays, to give additional opportunity.

Need to send out a reminder about long course training on 18-Mar, 1-Apr and 22-Apr [**Gav**]

5. Membership

1 new starter in SSK6 and a swimmer trialling in para (arranged with James) tonight. 5 swimmers due to trial on Fri 24th. Awaiting all documentation from 1 swimmer, so at present swimming without insurance cover.

Only £13 outstanding for unpaid fees so far. All ASA renewals done.



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Need to balance squad capacity with flexibility for ad-hoc swimmers. Confirm at coaches meeting what absolute maximum lane occupancy is for each squad. Coaches to ensure that ad-hoc swimmer only swim once pre-payment is confirmed.

6. Welfare

Most coaches and poolside volunteers DBS is cleared, Joe and Dan still to complete.

ALL session lead coaches need to be Level 2 and teacher rescue cleared, to allow all sessions to run without additional lifeguard cover.

Any land training in GL1 gym requires trainer to have own insurance (Dan had requested using gym for Monday para session)

7. Camp

Due to the delay in publicising the club plans, Andy has taken on arrangements for Camp as a private venture. Andy is hoping to secure some funding from Cyprus Tourism Board to keep the cost as advertised, but because the request has to come from the organiser, the Club is unable to provide formal support.

8. Communications

Noticeboard to be reviewed, to ensure up-to-date information about upcoming meets etc.

9. Fundraising / Sponsorship

County Funding of £900, plus para funding £500 (to match CoB) received. Need to submit declaration of what funding has been used for [**Rich**]

10. Member of the Month

Carolyn Bisset for short notice volunteer coaching cover. To be advertised on notice board [**Clair**]

11. Any Other Business

Captains

Abbie confirmed she is leaving at end March, so need to invite replacement female senior captain [**Gav**]

Next Meeting: Thursday 27th April, 6.30pm at the Old Pint Pot