

## Committee Meeting Minutes – 10<sup>th</sup> November 2017 7.00-8.15pm GL1

### **Members Present**

Rich Davies, Flavia Jones, Steve Lloyd, Sue Osborne, Brian Dickson, Emma Blakelock, Clair Bulpin, Sarah Fielder

### **Apologies**

Andrea Lloyd

#### **1. Chairman's Summary**

Please see attached report.

There was also a discussion around whether or not we need an Executive Committee as such or would it be desirable to work with a one tier system. It was suggested that it may be worth speaking to Gavin Phillips (non executive director) to get his view on the practicalities around this.

It was also suggested that when notification for the SGM went out, that a further plea for someone to take over the vacant club secretary role.

#### **2. Coaches Report**

Please see attached report

#### **3. Financial Summary**

Flavia advised that it is difficult to say whether or not we are on budget as she is still awaiting invoices from Beaufort and GL1 who seem in no hurry to submit them.

Looking at a loss of £5k income as membership fees lower than expected but money still owed by members.

Higher coach expenditure, including land training compared to budget.

Kirsty Cox has been very helpful this month and is heavily involved in reconciliations.

#### **4. Workforce/Officials**

Clair reports this is quiet. We are just waiting to hear which weekend we will be asked to co-ordinate at the County Championships. Christine Brooks may be willing to assist with Promoter duties.

Emma commented that there is a shortage of people volunteering as Team Managers.

On the Officials front, Brian reports things are steady with a couple of newly qualified officials coming through. Further J1 training is in the pipeline.

Cheltenham Swimming Club have asked could we assist in an Open Meet they were looking to arrange next year but this was decided against on the basis it may leave our own meets vulnerable.

## 5. Competitions/Open Meets

Sarah advises that the spreadsheet for DBS is out of date. Sarah is happy to receive the updated information to collate.

We have the City of Derby and United Bristol LC Meets in January for invited swimmers.

No County Champs file received as yet with closing date normally mid December.

## 6. Membership

Andrea reports £175 of outstanding membership fees with some swimmers fees not been updated since squad change in September. Some have updated but not paid the arrears while some have paid the arrears but not updated the monthly fee. We have 46 ASA fees outstanding (renewal is for 2018). There were 5 leavers in October with 10 joining. Three have trialled this week.

Action agreed for membership secretary to send out letter to debtors advising that should payment not be made straight away then they could be refused swim time.

## 7. Welfare

Brian reported one active issue

Flavia expressed concern following a recent visit to Beaufort when she was able to walk into and around the sports centre without challenge from staff. The problem is that public have access to the facilities at the same time as we do. Also, an issue with cleanliness of female changing areas but accepted this could be a one off.

Discussion around where does GCSC responsibility end for the children at all venues that we use. Sue agreed to draft email for parents reminding them of their responsibilities and to visit Beaufort.

## 8. Communications

We need to send out a request for a volunteer(s) to take over the role of issuing Communications and dealing with Swim21 as it is fast approaching. In the meantime Clair agreed to send communications using new system and Sarah will continue to issue emails regarding competitions.

## 9. Fundraising/Sponsorship

Steve advised that nothing heard back from Persimmon Sports Club 'grant' as yet. You can apply monthly so Steve agreed to apply again this month.

## 10. Member of the Month

Kirsty Cox for stepping forward as Treasurers Assistant and embracing this role. All agreed

## 11. AOB

Cheltenham College is out of action due to repair works. It has been decided to offer swimmers alternative session at GL1 on same morning. Numbers are low at moment so hopefully it won't be overcrowded. Coaches to review after session next Tuesday (16<sup>th</sup> Nov). Comms to go out around

this. Synchro meet at GL1 at end of month so SSK had been switched to Cheltenham College. This obviously can't take place. Coaches to be asked if offering planned LC training in Bristol that weekend would be practical.

Club Captains – Clair and Sarah to fix interviews with candidates. Flavia has some questions they can utilise.

Club shop –Emma (with Andrea and Gavin) running again this Sunday for last time this year. Quite a bit of stock left. We should be thinking what we want to do in the future here. Shirts and swim hats are expensive because they come from abroad so it is only cost effective to buy in bulk. Perhaps order quarterly. Perhaps consideration to outsourcing this.

Young volunteers will be running Christmas Gala as part of their training/qualification. Cirencester have been asked if they want to enter a team. Comms to go out reminding members of the date.

**Steve Lloyd**