



Gloucester City Swimming Club Limited

## Minutes of GCSC Committee Meeting

at GL1 7<sup>th</sup> February 2016 from 5.30-6.30pm

*Due to unavailability of Committee Members, the January Meeting was rescheduled from 20<sup>th</sup> January 2016 and is limited to key issues*

Present: Flavia, Andy, Sue, Bernice, Vic, Jenny, Gavin, Emma, Rich, Carry, Brian

Apologies: Mark

### 1. Chairman's Role

As agreed at the Special Meeting, Vic will cover temporarily as Acting Chair. None of the committee was able to take the role on fully, so a request for nominations and a Special General Meeting are constitutionally required to seek a replacement. It was agreed that a SGM should be held on Sunday 17<sup>th</sup> April, to allow time for people to consider and ask questions. Committee are typically available on a Saturday morning.

Formal announcement of Bea's resignation, plus a call for nominations including a link to the job description and SGM notice to be issued [**Gav**]

### 2. Financial Summary

#### GCASA Grant

Submission identifying planned use required asap [**Flavia**]. Agreed to cover Long Course Training (Cardiff / Hengrove), Starts and Turns focus session, replacement Land Training equipment storage and video training material.

#### Community Amateur Sports Club (CASC)

The application for CASC has finally been approved from the beginning of the 2015/16 tax year, so all Open Meets since April can be considered towards the potential tax exemption.

#### Open Meet Sponsorship

Steve Giles is able to help with letters for sponsorship, just needs some background information about the club [**Flavia**]



### 3. Open Meets / Competitions

#### County Championships

GCSC are host club for 13<sup>th</sup>/14<sup>th</sup> February. Several volunteers have recently dropped out, so still need Medals Desk on Saturday morning (possibly Matt Munden [**Andy**]), Stair Marshalls x3 (ask whoever is sat nearest [**Carry**]), Warm-up Marshal on Sunday morning (Nicky Dobbin offered). Carry needs someone to cover as co-ordinator on Sunday PM, Flavia offered.

Some roles i.e. Competitor Marshal, require DBS. Acceptable if an application is 'in-process'.

#### April Open Meet

Confirmed that the Meet Promoter has to be present from start to finish. Vic will be the named Promoter, with Sue supporting as needed. Need to check with Neil that it is still acceptable for Vic to officiate [**Vic**]

Need to liaise with Tim at GL1 to confirm that pads, ropes etc will be in place ready for our delayed start time and check what space is appropriate to use for signing-in beforehand [**Andy**]

#### Future Open Meets

Investigated potential opportunity at Hengrove and the first available (due to existing bookings by City of Bristol and Council limitation of 1 weekend per month) is June 2017. Noted that Western County Sprints will be 8<sup>th</sup>/9<sup>th</sup> July. If possible, persuade them to have 'June' meet on 1<sup>st</sup>/2<sup>nd</sup> July 2017, alternatively go for 15<sup>th</sup>/16<sup>th</sup> June and book for whole weekend [**Gav**]. Also book ahead for 10<sup>th</sup>/11<sup>th</sup> March 2018 [**Gav**]

### 4. Membership

ASA membership renewals must be completed before any new swimmers can be added. There was concern that some swimmers at Counties weren't registered, but Bernice confirmed that all entries were based on rankings, so already members.

Siobhan will provide a list of current members to be identified for lapse or renewal [**Mark**]

Mark had requested that any future squad moves are advised well before month-end, to allow time for fee adjustment to be communicated [**Coaches**]. Also



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confirmed that due to the chain of moves from lower squads, moves are not subject to 'acceptance'. Notification to be revised, to ensure that this is clear  
[James]

### 5. Welfare

Emma has posted the External Welfare Officer. Still need to re-encourage applications internally, including a link to the job description [Vic]

Marion Britton continues to provide welfare support in the meantime.

### 6. Any Other Business

Gloucester Citizen are really keen to follow-up on the recent publicity. Need to go ahead with Honours Board update [Gav]. Invite photographer [Andy] and MP [Vic] to unveiling on Sunday 17<sup>th</sup> April.

Struggling for new volunteers to become officials (no take-up for J1 course) and opportunity to train. Advise trainees of L3 meets including Soundwell, 4 Seasons and July L3 [Brian]

Reminder to be sent about half-term clear-out of Twyver Office [Vic]

Young Volunteers to be asked to assist with Starts and Turns sessions [Jacky]

**Next Meeting:** Thursday 18<sup>th</sup> February 6.30pm