

Meeting	Swim England West Midland Region Annual General Meeting
Venue	Zoom Online Meeting
Time and Date	10.00am Saturday 24 th April 2021
Present:	Mr S Kirkland (Chair), Mrs M Garrott (President), Mrs J Davenport (President Elect), Mr M Beard (Finance Manager), Mr B Simkins, Mr D Corbett, Ms E Gale, Mrs E Sykes, Mr F A Green, Mrs J Childs, Mr J Morrey, Dr S Prosser, Mrs V Hewitt (Board Members), Alison Drew-Cunniffe – Oldbury STC, Alison Buick – Chase SC, Anna Haynes – Wolverhampton SC, Anthony Howland – Southam SC, Callie Smith – City of Coventry SC, Emma Dominick – Halesowen SC, Ian Lamb – Chase SC, Jane Frost – Wellington (Telford) SC, Jay Farmer – Market Drayton SC, John Pridden – Worcester SC, Julie Everton – Halesowen SC, Karen Mee – Leamington Spa SC, Karen Matthews – Rugby SC, Kath Kynaston – Shropshire ASA, Keith Day – Droitwich Dolphins, Keith Munday – Boldmere SC, Lisa Newey-Keane – Blythe Barracudas, Louise Barnes – Telford Aqua SC, Malcolm Ross – Redditch SC, Margaret Holmes – Staffordshire ASA, Mark Goggins – Ledbury & Malvern SC, Mark Stowe – Worcester SC, Megan Frost – Newport & District SC, Penny Lee – Lichfield SC, Peter Holmes – Past President, Rachel Cutler – Warwickshire ASA, Richard Rhodes – Ellesmere College Titans, Ruth Jelley – City of Coventry SC, Sophie Matthews – Leamington Spa SC, Steve Fowkes – Burton SC, Sally Stow - Coventry & District ASC, Stuart Highfield – Past President, Stuart Cain – Kingsbury Aquarius.
In Attendance:	Grace Grove (Regional Office Coordinator), Amanda Swan (Club Development Officer), Sarah Barrow (West Midlands Diving Development Officer), Jane Nickerson (Swim England CEO).
Apologies:	Tony Ward – Past President, Alan Bartlett – Past President/Life Member, Meeta Bidgood – Biddulph SC, Nigel Greenwood – City of Birmingham SC, Kath Tunnicliffe – Black Country n Potteries Masters, Marlene Hawkins – Heath Town SC, Linda Williams – Cannock Phoenix, Pam Davies – Board Member.

Minute	Agenda Item	Details	Action
1.0	Opening of Meeting	Simon Kirkland, Regional Chair, welcomed everyone to the meeting and welcomed Jane Nickerson, Swim England CEO.	
2.0	Apologies	As above.	
3.0	Report from Jane Nickerson	Simon Kirkland, Regional Chair, introduced Jane to the meeting. Jane Nickerson, Swim England CEO, started her report by thanking the Region team for their work throughout this difficult period. In particular thanks to Mike Beard, Bernard Simkins and Alan Bartlett who have been working hard to support the Regions move to become an incorporated body. Jane updated on the past year, shared some of the work Swim England has been doing and spoke about what's to come.	
4.0	Minutes of the Annual General Meeting of 25th April 2020	One amendment was sent into the West Midlands inbox – Chase SC attended the last AGM but were not included as being present at the meeting. The minutes will be updated to reflect this. Apart from the one amendment the minutes were accepted as a true record of the meeting.	
5.0	Matters arising from any Regional minutes not covered elsewhere on the agenda	No matters arising in advance of the meeting.	
6.0	Report and Accounts of West Midland Swimming 1st January 2020 – 31st December 2020	3 questions submitted in advance of the meeting by Keith Munday. The 3 questions along with the Regions responses were circulated to our clubs prior to the meeting. Another question was raised by Keith: 'Have you got any fiscal analysis of the justification of holding the level of reserves against the liabilities that the Region has, and explain that in terms of the reserves policy?' The Regional Finance Manager Mike Beard responded that he doesn't believe the reserves are excessive and as the position is so uncertain we would not want the reserves to be lower than they are at this time and our reserves will undoubtedly go down throughout this year. Simon Kirkland gave thanks to the Regional Board, Regional Staff, the Counties, the clubs and members for all their work over the past year. Mike Beard, Regional Finance Manager, explained that the 2019 accounts were submitted to Garratts for their examination of the accounts at the start of last year and have finally been verified. The 2020 accounts have been submitted to Garratts the week prior to the AGM and have not yet been formally verified. The report and accounts were accepted by a show of hands, subject to comments back from Garratts re the 2020 accounts. Simon thanked Mike for all his work on the accounts.	
6.1	Presentation by Sarah Barrow	Simon introduced Sarah Barrow to the meeting. Sarah Barrow, West Midlands Diving Development Officer, introduced herself, how she got into diving and her role within the Region and Swim England. Sarah also spoke about the West Midlands Diving Strategy and the Swim England Diving Pathway.	
7.0	Proposals for changes to the West Midland Region Constitution	No proposals.	

8.0	<i>Incorporation</i>	<p>Further to the decision for the Region to incorporate which was taken at last year's AGM the Board proposes the adoption of the Articles and Regulations that have been circulated.</p> <p>Bernard Simkins, Regional Board Member, explained that once the Region incorporates the current Regional Constitution will no longer be in use. Bernard also explained how the Articles and Regulations will work.</p> <p>The Articles and Regulations were accepted by a show of hands and the Region will move to incorporation.</p>	
9.0	<i>Elections</i>	<p>Bernard Simkins proposed Mike Beard to be a Life Member of the Region. Bernard spoke highly of Mike's history with Stourbridge SC, Solihull SC, the Region and the ASA. Liz Sykes seconds Bernard's proposal. Mike gave his thanks to Bernard and the meeting.</p> <p>Jeff Morrey proposed Peter Holmes MBE to be a Life Member of the Region. Jeff spoke about Peter's commitment to Swimming. Ian Lamb seconds Jeff's proposal. Peter gave his thanks to Jeff and the meeting.</p>	
9.1	<i>Elections Finance Manager</i>	Mike Beard was formally approved as the Regions Finance Manager.	
9.2	<i>Management Board member</i>	<p>Simon thanked Liz for her fantastic contribution to the Board.</p> <p>Steve Prosser was formally approved as Management Board Member for a 4 year term.</p>	
9.3	<i>Members of the Members Forum</i>	<p>The regional delegates to the Members of the Members Forum were approved as follows:</p> <p>Mike Beard Tony Green Vivienne Hewitt Elaine Gale Jeff Morrey</p> <p>The other delegates to the Member Forum as per regional rule 12.2.1.3 are President and Chairman.</p>	
10.0	<i>Appointments</i>	Other positions not noted below will be appointed by the Regional Management Board at its first meeting after the AGM in accordance with regional rule 15.4.2.8 and the Regional Management Board has the authority to appoint any other vacant positions as necessary (rule 15.1.7	
10.1	<i>County representatives to the Management Board</i>	<p>The following appointments for county representative were noted:</p> <p>Warwickshire – Elaine Gale (1 year) Shropshire – Jean Childs (2 years) Staffordshire – Jeff Morrey (3 years) Worcester County – Vivienne Hewitt (4 years)</p>	
10.2	<i>Honorary Solicitor</i>	Patrick Nelson.	
10.3	<i>Independent Financial Examiner</i>	Garratt's of Wolverhampton.	
11.0	<i>To receive the Swim England Annual Report</i>	Simon explained that the Swim England Annual Report and Financial Report were available to view online.	
12.0	<i>Date of the next Annual General Meeting</i>	Date and time TBC.	
13.0	<i>Vote of thanks</i>	The Chair thanked the regional staff for organising the AGM and those who attended including Jane Nickerson.	

Minutes prepared by	Date
Grace Grove	04/05/2021