Swim England West Midlands

Meeting	Swim England West Midland Region Annual General Meeting
Venue	Microsoft Teams Online
Time and Date	7:00pm Thursday 10th April 2025
Delegates	Mike Beard (Solihull), Carol Taylor (Warwickshire ASA), Derrick Dyas (Warwickshire ASA), Ann Pollard (Stourbridge), Maria Neeld (Shropshire ASA), Ian Heeks (Pershore), Viv Williams-Hewitt (Regional Management Board (RMB)), Mandy Garrot (RMB), Helen Hitchens (Kingsbury Aquatics), Mikey Hire (Ellesmere College Swimming Academy), Alison Drew-Cunniffe (Worcester County ASA), Tracy Ball (Droitwich Dolphins), Ian Lamb (Chase), Lou Edwards (Newport & District ASC), Adam West (Ledbury & Malvern), Jeff Morrey (RMB & Staffordshire ASA), Megan Frost (Shropshire ASA), Michael Gooch (Worcester SC), Geoff Kirkham (President), Claire Oliver (Blythe Barracudas), Rob Sherrey (The Royal Wolverhampton School), John Plant (Dove Valley), Keith Munday (Sandwell Aquatics), Malcolm Ross (Redditch), Bryn Helps, Elizabeth Sykes, Peter Holmes, Jay Farmer, Jacqui Hodgetts (City of Birmingham), David Corbett, Matthew Rice, Tony Green, Thomas Hooper, Ray Chung, Joanne Deakins (City of Birmingham). Simon Kirkland (outgoing Chair), Elaine Gale (incoming Chair), Jean Childs (RMB), Rupert Hough (RMB), Charlotte Osbourne (RMB), Bernard Simkins (RMB), Heather Summerill (RMB – Finance), Kate Caddick (RMB).
In Attendance	Amanda Swan (Regional Operations Manager), Sian James (Sport Development Officer), Ffion Edgeley (Club Development Officer), Laura Hood (Administrator)
Apologies	Aston Swimming Club, Pamela Davies (Past President), Jose Davenport (Past President), Nigel Greenwood, Newcastle Staffs, Biddulph ASC, Leamington Spa SC, Wolverhampton SC, Heath Town SC, Stuart Highfield (Past President).

No.	Agenda Item	Details	Action
1.0	*Opening of meeting by Simon Kirkland, Chair Regional Management Board.*	Simon Kirkland, Regional Chair, welcomed everyone to the meeting.	
2.0	*Apologies for absence*	As above.	
3.0	*To receive the minutes of the AGM of the Swim England West Midlands Ltd on 13th April 2024.*	David Corbett raised concerns that there is an inaccuracy in the minutes for his presentation during the AGM 2024 after standing down as Records Officer following many years of service to the Region. David felt that the minutes were not a true reflection of what was said. The Chair (Simon Kirkland) was sorry that David felt that way but reassured him that the records were still a priority, following a new process. It was agreed that the minutes of the AGM 2024 will be amended to reflect the conversation during SK's presentation to DC in 2024. The minutes were accepted by the meeting. Proposer: Bernard Simkins Seconder: Ian Lamb	
4.0	*Matters arising from any minutes not covered elsewhere on the agenda*	none.	
5.0	*Andy Salmon – Chief Executive Officer, Swim England*	Andy presented an update from Swim England and his first year in post as Chief Executive Officer. Andy gave thanks to Simon Kirkland as outgoing Chair and wished all the best to Elaine Gale, incoming Chair.	

6.0	*To receive the Swim England West Midland Region Limited Annual Report for the 12 month period 1st January 2024 – 31st December 2024*	Amanda Swan provided an overview of the Regional Strategy, Swim England have recently refreshed their strategy, the Region continue to align to this and therefore we will be refreshing the Regional Strategy to reflect Swim England's new values. Amanda presented key highlights on the Annual Report to include: - Launched and finalised the Regional Coach mentor programme - Re-launch the club forum that will be accessible to all, formally a chairs forum - Ongoing suite of education for our workforce, IoS coaching courses, team manager courses and time to listen - Worked in collaboration with Swim England to provide a National young volunteer program, due to launch formally in September. - Launched a youth ambassador programme alongside our youth panel - Regional funding spreadsheet, one for each specific county - Increased volunteer recognition, Regional to National winners, increased comms in the newsletter and plans to host a celebration event in September this year - Long course collaborative training between City of Birmingham, Royal School Wolverhampton and Sandwell Aquatics. - Re-introduction of the Regional Distance Development programme - Recruited a Commercial and Funding growth Director, maximising sponsorship and partnership opportunities. - Inclusive club fund - First diving club affiliated, Sandwell Diving Club - Re-established club visits with our Club Development Officer - Recruited an equality, diversity and inclusion chair - Created a regional coaches technical panel to enable a coaches voice in the Region. - Enabled the four Counties to come together to create a Partnership working group - Established Whatsapp groups for welfare officers, secretaries and club chairs. - Regional Governance code, thanks to Bernard Simkins for all his work on this area. - Swim Mark review throughout 2024 - New regional website - Re-established the regional newsletter Thank you to the Staff team and the Board for all their support. Thank you to all our members for their continued support with regional work. David Corbett (DC) wrote to the regional Chair prior to the AGM with concerns about regional records being recorded in the annual report. Simon Kirkland (SK) confirmed that the staff team have been liaising with Swim England digital team over the regional results system. Unfortunately, the system does not achieve what we wanted it to therefore the team have worked through a new process and have published this on the regional website. SK asked that if DC had records and was able to help us then please work with us.	

		DC highlighted that historically he has prepared the virtual result for the annual inter county competition, however he has not had acknowledgement, and the result has not gone onto the regional website. Amanda Swan confirmed that the team will upload this onto the website. Ann Pollard asked if the region could do something similar to coach mentoring for swim teachers. Potential a link with Swim England's learn to swim team. Jo Deakins highlighted the Swim England swim school network programme, if clubs are a swim school they can access the monthly network meeting. SK gave thanks to the regional staff team for their work over the past year. SK reflected on his 14 years with West Midlands, highlighting several key achievements and challenges - Improved facilities: the region now has three 50m meter pools - The governance of swimming clubs and the region has greatly improved - Efforts have been made to support volunteers and alleviate their burden, recognising their crucial role in aquatics. - Club culture report was a crucial piece of work in identifying and addressing issues - The regional board has been highly proactive and pragmatic in driving significant progress - Thank you to the many volunteers and board members, including those who brought external perspectives from other sports - Elaine Gale has been appointed the first female Chair in the region, who will continue to move the strategy forward Thank you to everyone for their engagement over the past 14 years.	
7.0	*To receive the Swim England West Midland Region Limited Accounts for the 12 month period 1st January 2024 – 31st December 2024.*	Heather Summerill confirmed that the figures are as per the inspected accounts, there have not been any changes to them. Simon Kirkland opened the floor to questions. Keith Munday asked whether the region have considered adopting a process of zero based budgeting, whereby every activity that is done has to be justified against the benefit it provides the organisation. Amanda Swan confirmed that we have recently implemented a finance review group that has a number of Board Directors on it including HS as finance. The group will be reviewing how we do budgets in the future and how we allocate money in relation to the strategy and the priorities within the strategy. The accounts were accepted by the meeting. Proposer: Heather Summerill Seconder: Bernard Simkins	
8.0	*Proposals for changes to the Swim England West Midland Region Limited's Articles and Regulations.*	Simon Kirkland asked the meeting if there were any amendments to what has been proposed, we will discuss the amendments then seek to adopt the changes in one block. In addition to the proposed changes the following was proposed during the meeting.	

		Keith Munday proposed the following additional amendment: 'All references to ASA are changed to Swim England where appropriate' Proposer: Derrick Dyas Seconder: Ian Lamb The proposal was accepted by the meeting. Proposal to change the articles as per the proposed amendments: Proposer: Bernard Simkins Seconder: Mandy Garrott The proposal was accepted by the meeting. Keith Munday highlighted that according to clause 1357 which says any changes to these articles will become effective on the 31st December following the date agreed or any other date agreed at the Council meeting. KM proposed that the changes in articles take effect from today (10/04/2025). Proposer: Keither Munday Seconder: Bernard Simkins The proposal was accepted by the meeting.	
9.0	*Elections:*		
9.1	***12.2.2.1*** *The President, who shall be the retiring President Elect*	Derrick Dyas said a few words on behalf of Warwickshire ASA introducing Elaine Gale, who was President Elect in 2024. A strong advocate of promoting inclusivity and diversity, always challenges in a positive and sensitive manner and has made a significant contribution within the West Midlands. Elaine Gale was introduced to the meeting as President. Elaine Gale thanked Warwickshire for the nomination and is looking forward to her role as President throughout 2025.	
9.2	***12.2.2.2*** *The President Elect who shall be nominated by the Board*	Viv Williams-Hewitt introduced and proposed Ann Pollard as the next President Elect. The meeting formally approved this proposal.	
9.3	***12.2.2.5*** *The remainder of the required number of Regional Swim England members including an ex officio appointments made under Regulation 12.2.1.3, at least four of the total number of Regional Representatives shall be voting members of the Board*	The Regional delegates to the Members of the Members Forum were approved as follows: Mike Beard Vivienne Hewitt Jeffrey Morrey Bernard Simkins Mandy Garrott The other delegates to Member of the Members forum as per Regional rule 12.2.1.3: President President Elect Chairman	
9.4	***12.2.2.6*** *The Board shall appoint people to lead disciplines and other such duties that require specialist experts.*	The Board have responsibility for this.	
9.5	***12.2.1.4*** *The required number of County nominated Board members to the Board from the nominations received from the County associations.*	The County nominated Board members were approved as follows: Jeffrey Morrey (3 years) – Staffordshire ASA Vacant – Worcester County ASA Vacant – Warwickshire ASA Mandy Garrott (2 years) – Shropshire ASA	

10.0	*Appointments*		
10.1	***12.2.1.1*** *One or more Auditors or Independent Financial Examiners, as required, who shall not be members of the Board*	BK Plus limited (Garratt's of Wolverhampton) were proposed by Heather Summerill and seconded by Jean Childs, the meeting approved this.	
10.2	***12.2.1.2*** *An Honorary Solicitor*	Patrick Nelson were proposed by Jeff Morrey and seconded by Mandy Garrott, the meeting approved this. A reminder to all that the solicitor is also available to clubs, should they require initial support.	
11.0	*To receive the Swim England Documents (circulated directly by Swim England)*	This has been made available online	
12.0	*Vote of thanks*	Vivienne Hewitt Bernard Simkins Chad Ehlertsen Charlotte Osborne Simon Kirkland	
12.0	*Date of the next Swim England West Midland Region AGM*	April/May 2026 – date and time TBC	
13.0	*AOB*	No AOB	
14.0	*Vote of thanks to scrutineers*	The Chair gave thanks and closed the meeting.	