Swim England West Midlands

Meeting	Swim England West Midland Region Annual General Meeting
Venue	The Mercure Birmingham West
Time and Date	10.00am Saturday 13th April 2024
Delegates	Simon Kirkland (Regional Chair), Bernard Simkins, Tony Green, Mandy Garrott, Elaine Gale, Heather Summerill, Jeff Morrey, Jean Childs, Chad Ehlersten, Kate Caddick, Vivienne Hewitt (Board Directors), Ann Pollard (Stourbridge Swimming Club), Megan Frost (Newport & District Swimming Club), Tony Ward, James Spence (Warwickshire ASA), Geoff Kirkham (Staffordshire ASA), Jason Holt (Aston Swimming Club), Stuart Highfield (Shrewsbury Amateur Swimming Club), Ian Lamb (Chase Swimming Club)
In Attendance	Amanda Swan (Regional Operations Manager), Sian James (Sport Development Officer), Ffion Edgeley (Club Development Officer), Laura Hood (Administrator), David Corbett (Past President), F Green (Past President)
Online	Mike Beard, Charlotte Osborne (Board Directors), Andy Salmon (Swim England Chief Executive Officer, Derrick Dyas (WASA)
Apologies	Emma Hawes (Litchfield Swimming Club), Cindy Twitchell (Telford Aqua Swimming Club), Lisa Watkins (Artistic Swimming Committee), Mel (Market Drayton Swimming Club), Sarah Daly (Tamworth Amateur Swimming Club), Pamela Davies (Past President), Pater Holmes (Life Member), Kate Tunnicliffe (Black Country n Potteries), Andy Lee (Oswestry Otters), Mandy Gerwitz (Driotwich Dolphins), Jenna Caine (Ludlow Swimming Club), Caroline Formby (Camp Hill Edwardians Swimming Club), Natalie Ray (Ledbury & Malvern Swimming Club), Sandwell Aquatics, Jose Davenport (Past President), Northgate Swimming Club, Wellington Telford ASC

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 22nd April 2023.*	Jean Childs proposed, Bernard Simkins seconded, and the meeting accepted the minutes.	
4.0	*Matters arising from any minutes not covered elsewhere on the agenda*	Ian Lamb followed up his question raised at the AGM 2023 if the Region has a Talent Committee.	
5.0	*To receive the Swim England West Midland Region Limited Annual Report for the 12 month period 1st January 2023 to 31st December 2023*	Simon Kirkland gave thanks to the Board, Amanda Swan and Grace Grove (Grace left us in November 2023) and to Sian James who joined us a year ago. Thank you to Laura Hood for putting the report together. Amanda Swan presented an update of Club Development which included: - SwimMark/Club Affiliation. There is a National review of SwimMark taking place in 2024, the West Midland Region has representation in the project management group for the review. - Governance. We remain committed to working with clubs to foster solutions and ensure we uphold the highest level of Governance across the Region, we appreciate you working with us to achieve that. - Chair's Whatsapp Group. Continues to be useful, we will continue to develop this concept in 2024 with a view to forming more support for other key roles in clubs.	

		- Grants. At the end of 2023 the Region paused funding to review the best way to utilise resource and funds to support clubs moving forward. The Region has invested in an increase in staffing to support clubs and members. Amanda Swan gave thanks to our volunteers, and congratulations to all award winners for 2023. An update was shared on the new staff structure in place for 2024. Simon Kirkland gave thanks to Amanda Swan for all her work as Regional Operations Manager. SK provided an update on Diving and how much the sport is growing in the Region, in addition to this, SK shared an update on the approach to Sandwell Aquatics Centre and the opportunities to grow the sport around the centre supporting a place base approach.	
6.0	*Regional Strategy update*	Simon Kirkland gave an update on where the Region is with regards to the new strategy which is launching after the AGM. Strategic Objectives for the new strategy - People: putting the participant at the centre of everything we do. Empower the community to learn, develop and grow through education, information and opportunities - Participant jouney: develop a safe and inclusive culture for enjoyment, progression and lifelong involvement in aquatics - Governance: support robust governance - Marketing and communications: transparent, open and relevant communication with our current and future community. Thank you to the working group who worked hard to put this together.	
7.0	*To receive the Swim England West Midland Region Limited Accounts for the 12 month period 1st January 2023 – 31st December 2023.*	Heather Summerill confirmed that the accounts have been approved as per the Annual Report. This year we have invested in the reserves, in order to help clubs grow we have invested in staff. David Corbett asked if we have a breakdown of profit and loss for the Championships, did we break even. The Summer Champs was a small loss, but there was a small profit on the Winter Champs which meant overall we recovered from the loss. We expected to have a loss for both events. Simon Kirkland explained that we have set a standard for the Championships this year. We have set aside additional budget for equipment, laptop and printers, and the Championships will remain at Sandwell. Tony Green asked whether the live stream has an impact on money coming in. Mandy Garrott explained that it is not enough to worry about but there is a cost of £10,000 for the main Championships. Going forward it is monetised through sponsorship and it is making its money back. Ian Lamb asked if we have a breakdown of the increase in membership, to clarify which membership has increased. HS clarified that we haven't received the exact membership category figures yet. The accounts were accepted by the meeting. Proposer: Mandy Garrott Seconder: Ann Pollard	

8.0	*Proposals for changes to the Swim England West Midland Region Limited's Articles and Regulations.*	No proposals received. Bernard Simkins provided the meeting with an update on the review of our Governance Code. BS is leading on this from a Regional point of view. The AGM paperwork will be reviewed for next year. Simon Kirkland gave thanks for BS for his work on the Governance Code, and extended his thanks to Chad Ehlersten and Charlotte Osborne for supporting.	
9.0	*Elections:*		
9.1	***12.2.2.1** The President, who shall be the retiring President Elect*	An official handover has taken place from Jenny Pearson who handed over to Geoff Kirkham. Jeff Morrey said a few words on behalf of Staffordshire ASA introducing Geoff Kirkham, who was President Elect in 2023. Geoff has been on Staffordshire ASA Committee since 2004 and was their President in 2012. Geoff has been active at all levels of Water Polo over many years and continues to encourage new generations of swimmers to take up the sport of Water Polo. Geoff Kirkham was introduced to the meeting as President. Geoff Kirkham thanked Staffordshire for the nomination and it looking forward to his role as President throughout 2024.	
9.2	***12.2.2.2** The President Elect who shall be nominated by the Board*	James Spence introduced and proposed Elaine Gale as the next President Elect. Kate Caddick seconded and 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 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 (4 years) – Staffordshire ASA Vivienne Hewitt (1 year) – Worcester County ASA Elaine Gale (2 years) – Warwickshire ASA Jean Childs (3 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*	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 and we have asked Andy Salmon to present to us.	
12.0	*Date of the next Swim England West Midland Region AGM*	April 2025 – date and time TBC	
13.0	*AOB*	Dave Corbett asked if the website could be updated with Board meeting minutes. Ann Pollard asked for support with Paypal payments for Summer Championships, to be picked up with Mandy Garrott and Sian James. Prior to a presentation to Tony Green who was standing down as Board member after 18 years of loyal service Bernard Simkins said a few words of thanks on behalf of the Board. Tony had always been a member who was not afraid to challenge but his grass roots knowledge and contribution to discussions will be missed. However he has decided to continue in the role of Licensing Officer for which we are grateful. Prior to a presentation to David Corbett who was standing down from his position of Regional records officer after serving this position for 25 years, Simon Kirkland said a few words of thanks on behalf of the Board and Region. David volunteered in the sport at club, county and regional board level during this time. He was a swimmer parent and now a swimmer grandparent, however it is his volunteering across the Region over those years that we want to recognise. We wish David well for the future and hope he gains great enjoyment from watching his family continue the legacy.	
14.0	*Vote of thanks to scrutineers*	The Chair gave thanks and closed the meeting.	