

**MIDDLESEX COUNTY AMATEUR  
SWIMMING ASSOCIATION**



**NOTICE IS HEREBY GIVEN THAT THE  
ANNUAL COUNCIL MEETING**

**WILL BE HELD AT PERIVALE RESIDENTS ASSOCIATION HQ  
EALING CENTRAL SPORTS GROUND, HORSENDEN LANE SOUTH,  
PERIVALE, MIDDLESEX, UB6 8AP**

**THURSDAY, 25 NOVEMBER 2021 AT 7.00PM**

**TO TRANSACT BUSINESS AS PER AGENDA HEREWITH**

Dated this Third day of November 2021  
Gillian Neal, Secretary  
97 The Larches  
Hillingdon  
Middlesex UB10 0DW

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Club delegates must report to the Verification Officer to hand in the Verification slip and for the purpose of having it stamped after qualification to vote has been verified.

**REPRESENTATION**

Clubs are entitled to representation to the council meeting as set out below.

Over 250 members    3 delegates  
50 to 249 members    2 delegates  
Under 50 members    1 delegate

Club Secretaries, unless delegates from their Clubs, are not allowed to vote.  
I would ask you to forward the enclosed Notice of Meeting to your delegates.

**AGENDA**

- 1        Notice convening the meeting
- 2        Apologies for absence
- 3        Minutes of the Council Meeting held on Thursday, 26 November 2020 (see attached)
- 4        Reports of the Executive Committees 2020/2021 (see attached)

- 5 Accounts 2020/2021 (to follow)
- 6 Election of Officers, Office Holders and Executive 2021/2022 (nomination form attached)
- 7 Constitutional Amendments – see attached marked-up document
- 8 Appointment of Independent Examiners

# MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION



## MINUTES OF THE ANNUAL COUNCIL MEETING

HELD AT PERIVALE COMMUNITY CENTRE  
HORSENDEN LANE SOUTH, PERIVALE, MIDDLESEX

ON 26 NOVEMBER 2020

Brian Kapp (President & Haringey), Pam Crofts (President Elect & Haringey), Florence Barnes (Secretary, PP & Ealing), Phillip Prentice (Treasurer & Barnet Copthall), Gerry Gillespie (County Head Coach), Gillian Neal (PP & Sea-Byrds/Hillingdon), Frances Prentice (PP & Barnet Copthall), Ian Woollard (PP & Barnet Copthall), Colin Jones (Sea-Byrds), Leah Pullen (Ealing), Jeanette Edmiston (Teddington), Zak Andrawos (Harrow), Erol Baduna (Hackney), Wayne Hirst (PP & Ruislip & Northwood Masters), Trevor Hyde (PP & Ealing), Charlotte Lea (PP & Seymour), Maria Abrams (Ealing), Jo Martin (Ealing), Susie Breslin (Barnet Copthall), Karin Vazarini (Ealing), Andy Woska (Barnet Copthall), Bob Bloomfield (Broomfield), Sofia Marcal Whittles (C & W), Taj Randhawa (Hillingdon), Saranya Ramasamy (Ealing), Marc Barrot (CSCSC), Sue Dyer (Hillingdon), Ann O'Leary (Hillingdon), Teresa Jones (Hillingdon), David Hibbert (Ealing), Dave Heathcock (Ealing)

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Prior to the meeting, the President asked Pam and Andy to act as adjudicators in the event of a vote being taken during the meeting.

### 1. Convening the Meeting

The President, Brian Kapp, opened the meeting at 7.06pm.

The President welcomed everyone to the ACM.

The President then presented the President's Plate for 2020 to Frances Prentice in recognition of her invaluable service and hard work as Trophy Secretary for the County.

### 2. Apologies for absence

Apologies were received from Tony Burton, Suzette Mohammed, Samantha Whitmore, Ralph Shortland, Fred Willey

### 3. Minutes of last Council Meeting — November 21st 2019

Adoption of the Minutes was agreed.

Proposed by Gillian Neal and seconded by Leah Pullen

Carried

4. Report of the County 2019/20

The President commented on his year as President which had been unusual and not what had been expected. He is looking forward to a better 2021.

Each report was open for comments and/or questions.

**Swimming Committee** — Jeannette commented that the report was short due to circumstances and is hoping that 2021 will be more 'normal'.

Report noted.

Proposed Jeanette Edmiston Seconded Gillian Neal Accepted.

**SOC**

Wayne had nothing to add to his report.

Report noted

Proposed Wayne Hirst Seconded Andy Woska Accepted

**Masters**

Ian commented that his report was also short due to the lack of activity but hoping for a better 2021.

Report noted

Proposed Ian Woollard Seconded Bob Bloomfield Accepted

**Water Polo** — Fred had sent a short report due, again, to lack of activity.

Noted

Proposed Fred Willey seconded Gerry Gillespie Accepted

**Open Water & Para—**

Brian commented that there had been no activity in either discipline, therefore nothing to report this year. Hoping for events next year.

5. The Annual accounts were available for comment

The Treasurer did not have anything to add to his report.

The accounts have been formally inspected by the Accountants.

Gillian asked about Page 1 as the P & L accounts started at Page 2.

Page 1 is the Treasurer's report which is included in the annual report.

The accounts were approved - Proposed by Andy Woska, seconded Pam Crofts.

6. Election of Officers, Office Holders and Executive for 2019/20.

The President reported that there had only been one nomination for the following posts:

President Elect - Pam Crofts (Haringey)

Secretary — Gillian Neal (Seabyrd/Hillingdon)

Hon Treasurer — Philip Prentice (Barnet Copthall)

Assistant Secretary — Florence Barnes (Ealing))

Assistant Treasurer — Norman Edwards (Heston SC)

Swimming Competitions Co-ordinator — Leah Pullen (Ealing SC)  
Secretary Masters Committee — Ian Woollard (Barnet Copthall SC)  
Secretary Swimming Committee — Jeanette Edmiston (Teddington)  
Secretary Swimming Officials Committee — Wayne Hirst (Ruislip & Northwood Masters)  
Secretary Artistic Swimming Committee — Charlotte Lea (Seymour)  
Secretary Diving Committee — Richard Lerman (advisor)  
Secretary Water Polo Committee — Fred Willey (Enfield Water Polo)  
Secretary Disability / Open Water Committees — Brian Kapp (Haringey SC)  
Welfare Officer — Maria Abrams (Ealing SC)  
Advisor Health & Safety- Ralph Shortland (Ealing SC)  
Advisor Medical - Dr C Woollard  
Trophies Secretary— Erol Baduma (Hackney)  
Medals & Rosettes —Jo Martin (Ealing SC)

These were agreed and elected 'en bloc'  
Proposed by Gillian Neal, seconded by Charlotte Lea

Carried.

**The following were re-elected to the Executive Committee**

Colin Jones (Sea-Byrds), Suzette Muhammad (Harrow SC), Tasha Coupland (Harrow), Karin Vazirani (Ealing), Taj Randhawa (Hillingdon), Zak Andrawos (Harrow), Susie Breslin (Barnet Copthall), Samantha Whitmore (Ealing), Bob Bloomfield (Brompton) Sofia Marcal Whittles (C & W).

**In addition, there was 1 new nomination - Marc Barrott (CSC)**

**These were all accepted.**

Proposed by Jeanette Edmiston, seconded Leah Pullen

9 Appointment of Independent Examiners

It was unanimously agreed that Smith Malhotra Limited be appointed as the County's Independent Examiners for the forthcoming year as proposed Phillip Prentice.

Carried.

10 Constitutional Amendments

There were no changes but there has been a recommendation that the constitution needs to be up-dated. The President proposed that initially Tony Burton and the President would look at the existing constitution and report to the Executive at the next Exec. Meeting.

Bob requested that regulations relating to the Disputes & Disciplinary committee be looked at.

If there are any changes proposed, an extra-ordinary meeting will be called.

11 AOB

The President asked for agreement for Frances to maintain the County records. Frances agreed to this.

There being no further business to discuss, the President closed the meeting.

Date of next ACM : Thursday, November 25<sup>th</sup> 2021

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Brian Kapp — President Middlesex County ASA

**MIDDLESEX COUNTY AMATEUR  
SWIMMING ASSOCIATION**



## **ANNUAL REPORT 2020/2021**

### **PRESIDENT'S REPORT**

Could there have been a year when my Chain of Office had so little use with not an event where it would have been appropriate!!

The greatest job as President is to be on poolside, assisting with the presentation of trophies and congratulating the swimmers on their success. It was most unfortunate that the only competitions permitted during the lockdown period did not warrant even a medal.

Hopefully we have now moved forward with the County Qualifier meet providing 4 days of competitive swimming. It was not until I was clearing up on the last session that I made a remarkable discovery and realised the huge significance of "Speeding Tickets". There were over 200 issued, meaning that every ticket was a County Qualifying Time.

This is remarkable result reflecting the dedication of both coaches and swimmers during a period when it has been a difficult juggling act fitting sessions around school commitments and available pool time. So, congratulations all round.

Another concern that was highlighted during these sessions was the somewhat chaotic method we had to use when awarding medals. In fact, the table where the volunteers were trying to satisfy the eager swimmers looked like the start of a jumble sale. Surely these medals are to reward success not just another token of a swim so your suggestions to improve the system would be appreciated.

However, this is just one aspect of a desperate need for more folks to volunteer so we can give the swimmers the experience they deserve. It is becoming desperate to even provide sufficient officials to fulfil the Swim England requirements which are essential for the swimmers' times to be recorded on the rankings database. The County is closely monitored and on two occasions during this competition we were well below the required standard and just scraped in by pleading Covid absenteeism of fully qualified officials.

So it is up to the clubs to start enlightening parents to the fact that each and every club has a responsibility to provide officials and volunteers to ensure that the future of swimming in our County can continue to progress.

**Brian Kapp**

### **COUNTY SECRETARY'S REPORT**

As we come to another ACM, we have started to return to competition and the children are swimming very well despite all the issues which Covid-19 has caused.

We have done our best to run our usual competitions and championships, albeit in a different format and with greatly reduced numbers. Great thanks to Leah Pullen for her monumental efforts in making sure they run smoothly. They have been fairly well supported throughout the County. There are many more people behind the scenes - committee members, technical and non-technical volunteers, coaches and, of course, the swimmers and their parents. Without the continued support of all these people, the events would not happen!

As in previous years, we continue to have vast amounts of volunteers who give their time, many of whom no longer have children swimming. To those of you who turn up and assist many, many thanks.

I must also extend my thanks to Gerry Gillespie, who has completed his time as County Coach. He has been an absolute stalwart in seeing the County through the pandemic and we thank him for his help, assistance and guidance. We wish him all the very best for the future.

I have enjoyed my return to the role as Secretary and look forward to working closely with Pam Crofts next year.

**Gillian Neal**

## **FINANCE OFFICER'S REPORT**

Well, at least MCASA got back to swimming again in the year 2020/21. The July Invitational Meets put on by the County on the 17th and 18th at Northolt and Southbury pools were very successful at getting young swimmers reengaging with proper competitive swimming. The initial reaction was encouraging, bringing in an income of over £8,000 but unfortunately, due to Covid concerns a lot of potential swimmers could not attend the meets so a substantial sum had to be paid out in refunds. The meets nevertheless did make a surplus.

These July Meets provided the only real income for the last financial year meaning that MCASA spent more than it earned. The expenditure was however lessened by some of the high-cost events like the Inter-Counties not being held. Missing that event for the second time this year, was very unfortunate for our outgoing President.

I do not know what will happen with the overseas trip in this financial year but I am glad to report that Sharon Austin has managed to extend the voucher with British Airways into 2022.

This year (2021/22) should be a reasonable year financially: we have already had the very successful County Qualifiers and there will be more income to come from the Championship and Development meets. Perhaps for the first time in two years the County will earn more than it spends?

I thank everybody for their participation and wish you all a Merry Christmas and a Happy New Year.

**Phillip Prentice**



## MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION

### DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2021

|   |       | 2021            |               | 2020            |
|---|-------|-----------------|---------------|-----------------|
|   | £     | £               | £             | £               |
| <b>Net surplus / (deficit) from competitions</b>    |       |                 |               |                 |
| Autumn Development                                  |       | -               |               | 12,203          |
| County Championships                                |       | -               |               | 6,434           |
| July Invitational meet                              |       | 1,154           |               | -               |
| Movement in Stocks                                  |       | 1,388           |               | 8,374           |
|   |       | <u>2,522</u>    |               | <u>27,011</u>   |
| <b>Cost of county teams</b>                         |       |                 |               |                 |
| Intercounty Events (Swimming)                       | -     |                 | 1,079         |                 |
| Intercounty Events (Water Polo)                     | -     |                 | 600           |                 |
| Overseas Tours (Swimming)                           | -     |                 | 1,620         |                 |
|   | -     |                 | <u>3,299</u>  |                 |
|   |       |                 |               | <u>(3,299)</u>  |
| <b>Sundry expenses of committees / competitions</b> |       |                 |               |                 |
| Training  | -     |                 | 2,391         |                 |
| Clothing, Medals, Roseettes                         | -     |                 | 15,317        |                 |
| Expenses  | 939   |                 | 1,011         |                 |
|   |       |                 | <u>18,719</u> |                 |
|   |       | <u>(939)</u>    |               | <u>(18,719)</u> |
| <b>Administrative expenses</b>                      |       |                 |               |                 |
| Honorarium  | 500   |                 | 500           |                 |
| Engraving   | -     |                 | 1,059         |                 |
| Poolside passes                                     | -     |                 | 276           |                 |
| Postage, Stationery and Telephone                   | 8     |                 | 374           |                 |
| Computer running costs                              | 865   |                 | 362           |                 |
| Website Costs                                       | 4,444 |                 | 4,475         |                 |
| Hire of Room  | 173   |                 | 333           |                 |
| Accountancy   | 1,096 |                 | 1,116         |                 |
| Bank charges  | 84    |                 | 72            |                 |
| Storage costs                                       | 3,420 |                 | 3,302         |                 |
| Sundry Expenses                                     | 1,419 |                 | 1,099         |                 |
| Depreciation on Equipment                           | 831   |                 | 875           |                 |
|   |       |                 | <u>12,842</u> |                 |
|   |       |                 |               | <u>(13,843)</u> |
| <b>Operating loss</b>                               |       | <u>(11,259)</u> |               | <u>(8,850)</u>  |
| <b>Other income</b>                                 |       |                 |               |                 |
| Interest Receivable                                 | 2     |                 | 28            |                 |
| Sundry Income                                       | 86    |                 | 135           |                 |
| Other - Receipts                                    | -     |                 | 100           |                 |
|   |       |                 | <u>263</u>    |                 |
|   |       | <u>86</u>       |               | <u>263</u>      |
| <b>Tax</b>  |       |                 |               |                 |
| Corporation tax payable                             |       |                 |               | <u>(5)</u>      |

**MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION**

**DETAILED INCOME AND EXPENDITURE ACCOUNT (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

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|                          |         |                 |        |                |
|--------------------------|---------|-----------------|--------|----------------|
| Net deficit for the year | 442.34% | <u>(11,171)</u> | 31.81% | <u>(8,592)</u> |
|--------------------------|---------|-----------------|--------|----------------|

# MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION

## BALANCE SHEET

AS AT 31 AUGUST 2021

|  | Notes | 2021<br>£      | £              | 2020<br>£      | £              |
|--|-------|----------------|----------------|----------------|----------------|
| <b>Fixed assets</b>                          |       |                |                |                |                |
| Tangible assets                              | 1     |                | 2,484          |                | 2,624          |
| <b>Current assets</b>                        |       |                |                |                |                |
| Stocks                                       |       | 28,539         |                | 25,171         |                |
| Prepayments                                  |       | 2,052          |                | 2,576          |                |
| Cash at bank and in hand                     | 3     | 88,414         |                | 98,841         |                |
|  |       | <u>117,005</u> |                | <u>126,588</u> |                |
| <b>Current liabilities</b>                   |       |                |                |                |                |
| Creditors                                    |       | 10,509         |                | 9,051          |                |
| <b>Net current assets</b>                    |       |                | 106,496        |                | 117,537        |
| <b>Total assets less current liabilities</b> |       |                | <u>108,990</u> |                | <u>120,161</u> |
| <b>Capital account</b>                       |       |                |                |                |                |
| At 1 September 2020                          |       |                | 120,161        |                | 128,753        |
| Deficit for the year                         |       |                | (11,171)       |                | (8,592)        |
|  |       |                | <u>108,990</u> |                | <u>120,161</u> |

In accordance with the engagement letter dated 16 September 2008, I approve the accounts set out on pages 2 to 6. I acknowledge my responsibility for the accounts, including the appropriateness of the accounting basis as set out in note 1 to the accounts, and for providing Smith Malhotra Limited with all information and explanations necessary for its compilation.

Mr P. Prentice

Date : 25 November 2021

# MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION

## BALANCE SHEET

AS AT 31 AUGUST 2021

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### 1 Accounting policies

#### 1.1 Accounting convention

The financial information is compiled on an agreed accounting basis that:

- Enables a surplus to be calculated such as to meet the requirements of Section 25 of the Income Tax (Trading and Other Income) Act 2005; and
- Provides sufficient and relevant information to enable the completion of a tax return.

#### 1.2 Compliance with accounting standards

The financial information is not intended to achieve full compliance with the provisions of UK Generally Accepted Accounting Principles.

#### 1.3 Income

Income represents amounts receivable net of cost for events, competitions and goods.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

|                                |                      |
|--------------------------------|----------------------|
| Fixtures, fittings & equipment | 25% Reducing Balance |
|--------------------------------|----------------------|

#### 1.5 Stock

Stock is valued at the lower of cost and net realisable value.

**MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2021**

**2 Tangible fixed assets**

|                       | <b>Fixtures,<br/>fittings &amp;<br/>equipment<br/>£</b> |
|-----------------------|---|
| <b>Cost</b>           |   |
| At 1 September 2020   | 10,273  |
| Additions             | 750   |
| Disposals             | (50)  |
| At 31 August 2021     | <u>10,973</u>   |
| <b>Depreciation</b>   |   |
| At 1 September 2020   | 7,648   |
| Charge for the year   | 831   |
| At 31 August 2021     | <u>8,479</u>  |
| <b>Net book value</b> |   |
| At 31 August 2021     | <u>2,494</u>  |
| At 31 August 2020     | <u>2,624</u>  |

**3 Cash at bank and in hand**

|  | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|--|-------------------|-------------------|
| Cash at bank current account and in hand | 81,622            | 103,818           |
| Deposit account                          | 17,219            | 17,151            |
|  | <u>98,841</u>     | <u>120,869</u>    |

## **MCASA SWIMMING COMMITTEE REPORT**

Finally, after a long break due to the Covid outbreak, we held our first County swimming competition on 17 and 18 of July. In trying to organise the meet, which consisted of one day at Northolt pool on the 17 July and one day at Southbury Road, Enfield on the 18 July, we learned a lot about what was required to run a meet when we were still in the grip of a pandemic. It was a mammoth learning curve and it took a huge amount of effort to make all the necessary arrangements, or even to know what we needed to arrange in such alien circumstances. Nonetheless, both days went off okay, albeit with one or two issues in each location, and the swimmers and coaches enjoyed being back in the pool racing.

In order to limit numbers at each venue, we split the County in half and invited each half to a separate pool geographically close to them. We ran exactly the same programme each day in each location. This worked well and made it easy for the organising group to manage the event. Even though we had reduced numbers and no spectators, we only made a relatively small loss. The committee felt this was worth it to get everyone back into the swing of competition and to see what we could possibly face in the future and learn how to successfully run a meet in these circumstances.

We are now in the midst of trying to organise the Autumn County Qualifier (previously called the Autumn Development Meet) to run in October at Southbury Road, Enfield over 3 weekends (3, 10, 16 and 17 October).

For this meet the restrictions have been lifted a little further and we are hopeful that we may be able to allow spectators. As the situation with Covid is still a little uncertain, we are keeping up to date with the government and pool operators' requirements and things could still change nearer the date.

The Swimming Committee has continued to hold regular meetings via Zoom and we had our first face to face meeting on Tuesday 3 August. I would like to extend my thanks to all members of the Swimming Committee for their help and support over the year and for continuing to attend meetings even though very little was happening in the way of competition.

For this reason there is no information to pass on about records, although one ex-Ealing swimmer, Anna Hopkin, did take part in the Tokyo Olympics.

Gerry Gillespie has decided to stand down as County Coach now that he has taken on the Head Coach role at Enfield Swimming Club. He is busy restructuring the squads and getting them all back to training now that the restrictions have lifted. The support and help the committee has had from Gerry during his term has been invaluable. He made a big impact when he joined the team in 2019 and we would like to offer our thanks to him for all he has done.

This means we have started our search for a successor to join the team and we have decided, following advice from Swim England, to split the role into smaller parts and have several coaches working together to deliver all the support that we need to run events, development camps, championships, inter-county teams and development meets over the year.

We are very pleased to have selected four coaches and there will be more news about this in the near future. Meanwhile, we look forward to holding our County Qualifier in October and planning for a delayed development camp before the end of the year.

**Jeanette Edmiston**  
**Swimming Committee Secretary**

### **New County Records Set September 2020 to August 2021**

Anna Hopkin, Ealing – Women's 100m Freestyle LC at the Tokyo Olympics on 24 July 2021 – 52.75

Nick Finch, Camden Swiss Cottage – Boys' 100m Butterfly LC during the London Region Festival of Swimming at the LAC on 25 July 2021 – 56.88

### **SWIMMING OFFICIALS COMMITTEE**

No report received

**Wayne Hirst**  
**Swimming Officials Secretary**

## OPEN WATER REPORT

To my great disappointment it was not possible to offer our swimmers the opportunity to compete in this discipline this year. London was not the only region to have to make this decision which obviously meant there was no National Competition.

In fact, the only competition to take place was a Masters event courtesy of Swim Wales held in September with wet suits compulsory.

Hopefully, with the Covid Pandemic being brought under control, we shall look forward to a return to the normal round of regional events but, to date, there is no information forthcoming from London Region.

Let us hope a decision is made soon.

**Brian Kapp**  
**Open Water Secretary**

## PARA SWIMMING REPORT

On a similar note to Open Water, there have been no events during the last year, although a possible joint event with East Region and London Region had been mentioned, nothing was eventually achieved. I have been in touch with the Chairman of East Region to enquire a time frame for an event but was informed that at present in line with current Covid precautions nothing would be considered until next year.

The subject of holding a "Len Badcock" event was discussed at the last Swimming Committee resulting in a couple of provisional dates being agreed for 2022. These are 28 June or 3 July 2022 which should avoid conflicting with the World Para Championships scheduled for the 12-18 June 2022.

Looking forward to an invitation to some of the club's training sessions please

**Brian Kapp**  
**Para Swimming Secretary**

## WATER POLO REPORT

Most clubs returned to training in accordance with guidance re Covid procedures once formal lockdown ended in April.

All London area clubs were invited to join a hybrid competition running in September and October to get competitive matches up and running, although no leagues were established.

The normal LWPL Winter Leagues are starting in November and will run as normal through to March 2022.

Some clubs have experienced a drop-off in attendance, primarily amongst junior members, although it is hoped that the situation will improve the longer that the return to normality is maintained.

The Middlesex Under 14 Boys Team won the Inter-County competition in September and we have entered teams in the Under 16 Girls and Under 16 Mixed competitions in November. We hope to be able to enter an Over 40's Team in November also.

All the junior teams have been selected and coached by Claudio Palumbo with the assistance of Martin Waller from Enfield.

**Richard (Fred) Willey**  
**Water Polo Representative**

## MASTERS REPORT

No report received

**Ian Woollard**  
**Masters Secretary**

## **SYNCHRO (ARTISTIC) SWIMMING REPORT**

No report received

## **DIVING REPORT**

No report received



# MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION

## Constitution

### 1 NAME

The Association shall be called the **MIDDLESEX COUNTY AMATEUR SWIMMING ASSOCIATION**.

'**Middlesex**' means the area covered by the City of London, and the London Boroughs of the City of Westminster, Camden, Islington, Hackney, Tower Hamlets, Hammersmith & Fulham, Royal Borough of Kensington & Chelsea, Hounslow, Hillingdon, Ealing, Harrow, Barnet, Brent, Haringey and Enfield together with local areas of Staines, Teddington and Sunbury on Thames.

The County forms part of Swim England London Region.

'**Members**' means:

- I. Honorary Life Presidents;
- II. Past Presidents;
- III. Individual and Life Members; and
- IV. Members of Middlesex Clubs.

### 2 OBJECTIVES OF THE ASSOCIATION

The objectives of the Association shall be: -

- a To promote the teaching and practice of Competitive Swimming, Swimming with a Disability, Open Water Swimming, Diving, ~~Synchronised~~Artistic Swimming and Water Polo.
- b To select teams to represent the County.
- c To promote and hold championships and other competitions, wherever possible within the geographical boundaries of the Association.
- d To ensure the Laws and Technical Rules of ~~the ASA~~Swim England and any resolutions and rulings of the ASASwim England Council and the ASASwim England Committee are enforced.
- e To develop all aspects of the sport, at every level, with the intent to improve standards and performances.

### 3 LAWS

The laws and orders of ~~the ASA~~Swim England and ~~the ASA~~ Swim England London Region and resolutions adopted by ~~the ASA~~ Swim England and ~~the ASA~~ Swim England London Region shall be binding on the Association.

### 4 CHILD PROTECTION

The Association will adopt ~~the ASA~~ Swim England Child Protection policies and procedures and these shall apply to all members of the Association.

## 45 COMPOSITION

All clubs affiliated to ~~the ASA-Swim~~ England London Region with headquarters in the area of MCASA as defined in 1 above are allocated to the Association. The affiliation fee paid by Clubs to ~~the ASA-Swim~~ England London Region includes affiliation to the Association.

Persons who may be elected by the Executive as individual Members shall pay an annual fee as set by the Executive. Individual and Life Members, as such, shall not have the right to speak or vote at any Council Meeting.

## 56 FINANCE

- a The Financial year shall end on the 31st August.
- b The funds or other property of the Association shall be applied to the furtherance of the objects of the Association or for any charitable purposes. No funds or other property of the Association shall be paid to or distributed among the members of the Association except as legitimate expenses incurred on behalf of the Association. In the event of dissolution, the funds remaining will be devoted to objectives similar to those of the Association.
- c The Treasurer shall keep proper books of accounts and exercise control over the funds of the Association.
- d The Treasurer will be responsible for the collection and payment of ~~ASA-Swim~~ England and ~~ASA-Swim~~ England London Region membership fees of individual Members of the Association
- e There shall be four signatories for cheques drawn on the Association accounts: the Treasurer, the Hon Secretary, the Assistant Treasurer and the Assistant Secretary. The Treasurer or the Assistant Treasurer shall sign all cheques drawn on the Association's Accounts. All cheques of £2,000 or over are to be countersigned by any one of the authorised signatories. The Treasurer will have authority to make Bank transfers up to an amount agreed annually by the Executive with the relevant paperwork.
- f The Treasurer is to prepare an annual report and balance sheet, for examination by the Executive at a meeting not more than five weeks after the closing date of accounts. These accounts will then be presented for approval at the Annual Council Meeting.
- g Qualified Examiners shall be appointed annually by the Council at the Annual Council Meeting to examine and report on the accounts of the Association.
- h Debit cards are issued to those members who are responsible for expenses incurred on behalf of the County and those members will be required to keep accurate records and receipts and submit them to the treasurer monthly. Secretaries of the Swimming Committee, Swimming Officials Committee and Competitions will be allocated a petty cash float of £250 and those officers will be required to keep accurate records and receipts and submit them to the treasurer. No member of the Executive shall incur a liability on behalf of the association for

a sum in excess of £100 per item without the express authority of the Executive or an Officers' decision on behalf of the Executive.

## **67** COMPOSITION OF THE COUNCIL

The Council of the Association shall consist of:

- a The President, the President Elect, the Secretary, the Treasurer plus the Office holders of the Association
- b The Past Presidents of the Association;
- c Club delegates in accordance with the provisions of Rule 10.1.3 of the Swim England London Region Rules.

**NOTE: At the date of publication of this handbook, each club is entitled to representation as follows:**

- I One from each club comprising up to and including 50 members.
- II Two from each club with a membership between 51 and 200
- III Three from each club comprising 201 or more members.

**No club shall have more than three delegates. A new club shall be entitled to representation for the first year according to the number of members at the date of its application for affiliation.**

## **78** ANNUAL COUNCIL MEETING

- a The Annual Council Meeting shall be held in the month of November for presentation, amongst other things, of the Annual Report and Accounts for the year ending 31st August.
- b Nominations for President Elect, the Secretary, the Treasurer and the Office holders and the Executive shall be in the hands of the Secretary by the date of the October Executive Meeting.
- c Notices of Motion for the Council Meeting shall be in the hands of the Secretary not later than 15th September prior to the Council meeting.
- d No proposition for alteration of Rules shall be adopted unless it is passed by at least two-thirds of those present and voting and receives the approval of the [ASA Swim England](#) London Region where necessary.
- e The Agenda for the Council Meeting shall be posted or delivered to those persons mentioned in Rule 7a and 7b and to clubs not less than twenty-one days before the meeting.

## **89** SPECIAL MEETINGS

- a The Executive may call a special Meeting of the Council.
- b The Executive shall call a Special Meeting of the Council within one calendar month of the receipt of a written request signed by not less than six delegates

representing six different affiliated clubs. Such request shall state the business for which the meeting is to be called and no other business shall be transacted.

- c The Agenda for a special meeting shall be posted or delivered to those persons mentioned in Rule 7a and 7b and to clubs not less than twenty-one clear days before the meeting.

## **910 QUORUM**

Fifteen Members of the Council shall form a quorum.

## **4011 PROCEDURE AT COUNCIL MEETINGS**

~~ASA Regulation 63, as appropriate, governing the procedure at ASA Council Meetings shall govern the procedure at Council Meetings of the Association. Such appropriate parts of Swim England Laws as govern procedure at Swim England Council Meetings shall govern proceedings at Middlesex County Council Meetings.~~

## **4112 PRESIDENT**

- a The President shall be Chairman of the Executive but shall not hold office for two consecutive years except in exceptional circumstances and with the approval of the Executive.
- b Nominations for President Elect, together with a brief CV, supported by a seconder and signed by the nominee, shall be in the hands of the Secretary by the date of the October Executive Meeting. The proposer and seconder must both be members of the Executive and the nominee must be a member of the Association. Such Past Presidents as are members of the Executive will then, prior to the next following Executive meeting, make a recommendation to the Executive for consideration by Council.

## **4213 HONORARY LIFE PRESIDENTS**

The Council may, in recognition of exceptional services rendered to the County, elect Honorary Life Presidents. Nominations as Honorary Life Presidents shall be proposed by those Past Presidents as are members of the Executive and referred to Council for approval.

## **4314 OFFICERS and OFFICE HOLDERS**

- a The following shall be elected annually by Council at the Annual Council meeting of delegates and Past Presidents:
  - I President Elect
  - Secretary
  - Treasurer and Trustee
  - II Assistant Secretary

Assistant Treasurer and Trustee  
Secretary Diving Committee  
Secretary Masters Committee  
Secretary Swimming Committee  
Secretary Swimming - Age Group Competitions  
Secretary Swimming – Championships  
Secretary Swimming Officials Committee  
Secretary Artistic Swimming Committee  
Secretary Trophies  
Secretary Water Polo Committee

III      Legal Adviser  
            Medical Officer  
            Welfare Officer  
            Health and Safety Officer

- b          The President, the Secretary and the Treasurer shall be the Officers of the Association.
- c          The President elect together with those persons mentioned in 14a(l) shall be the Office Holders of the Association.

**NOTES:**

- (i)      **In the event that urgent decisions are required between meetings of the Executive relating to matters other than those within the Terms of Reference of the Technical Committees those decisions shall be made by the Officers of the Association and be reported to the next following meeting of the Executive.**
- (ii)     **In the event that urgent decisions are required relating to matters within the Terms of Reference of a Technical Committee, and it is not reasonably practicable to convene a meeting of the Committee, such decisions shall be made by the Chairman and Secretary of that Committee and reported to the next following meeting of the Committee.**

**1415 ASA-SWIM ENGLAND LONDON REGION COUNCIL**

One member of the Executive shall be appointed as delegate to the ASA-Swim England London Region Council.

**1516 THE EXECUTIVE**

The management of the Association shall be in the hands of the County Executive, which shall be composed of the following members:

- a          The Officers of the Association

- b The President Elect
- c The Office Holders
- d Past Presidents
- e Members elected by the Council from the delegates.

## 1617 DUTIES AND POWERS OF THE EXECUTIVE

### a **The Executive shall:**

- I Meet not less frequently than once in every alternate month (except in the months of July and August). Nine (9) members shall form a quorum to include at least one of the officers.
- II Transact the business of the Association, and observe and enforce the Rules of the Association and orders of the Council.
- III Exercise financial control over the affairs of the Association.
- IV Appoint the Standing Committees referred to in Rule 18.
- V Make changes to Conditions for Championships and Competitions of the Association on the recommendation of the appropriate Technical Committee and report such changes to the next following Council.
- VI Be responsible for publication of the Association's Handbook and for the incorporation therein of any alterations authorised by the Council.
- VII Appoint the Association's delegates to the [ASA-Swim England](#) London Region Council.

### b **The Executive shall have power to:**

- I Suspend the membership of any Past-President, Officer or Member of the Executive who uses, for the purpose of publication or comment in the public press, information respecting matters that are still under consideration of the Executive or any of its committees. The resolution to suspend shall be passed by at least two thirds of such persons as, being entitled so to do, vote in person.
- II Declare that any member, other than the President, the President elect or a Past President, who has been absent from three consecutive meetings has vacated his seat.
- III Fill any vacancy occurring on the Executive. The unsuccessful candidates at the preceding Annual Council Meeting, in order of voting, and if still eligible, shall have the first refusal.
- IV Appoint officials for the Association's Swimming, Diving, Masters, Artistic Swimming and Water Polo Championships and other competitions.
- V Delegate such of its powers as it may think fit, and on such terms as it may determine, to a Standing or Technical Committee.
- VI [If there is a conflict between the Constitution and a decision of the County Executive, the Constitution will prevail. If there is a conflict](#)

between the Constitution or a decision by the County Executive and Swim England Laws, Rules, Regulations or Conditions, then the Swim England Laws, Rules, Regulations or Conditions will prevail.

#### **1718 STANDING AND TECHNICAL COMMITTEES**

Standing and Technical Committees shall be elected annually by the Executive as follows:-

**a General Purpose Committee**

- I Which shall consist of five members elected from the Executive. The Committee shall have the power to co-opt.
- II The Committee shall advise the Executive on all matters referred to it by the Executive.

**b Diving Committee**

This Committee shall consist of the Secretary of the Diving Committee and five elected members. The Committee shall:-

- I Advise the Executive on all matters relating to Diving.
- II Encourage the provision of suitable facilities.
- III Select Association Diving representatives and nominate representatives for Regional events when necessary.
- IV Compile lists of Association Diving Officials.
- V Recommend Officials for Association Diving Championships and other competitions when necessary.
- VI Be responsible for the organisation and promotion of such Diving Championships and competitions as directed by the Executive or Council.
- VII Make recommendations to the Executive for changes to Conditions for the Diving Championships and competitions of the Association.
- VIII Submit budgets as required.

**c Finance Committee**

- I This Committee shall consist of five members elected from the Executive, one of whom shall be the Assistant Treasurer. The Treasurer of the Association shall act as the Committee Secretary.
- II The Committee shall consider every item of expenditure by the Association and shall advise the Association each year on the appropriate level of entry fees, and spectator admission charges, for the various Championships and Competitions.

**d Masters Committee**

This Committee shall consist of the Secretary of the Masters' Committee and three elected members. The Committee shall:-

- I Advise the Executive on all matters relating to Masters' events.
- II Encourage the provision of suitable facilities for training and competition.
- III Be responsible for the organisation and promotion of Association Masters' events.
- IV Select Masters teams to represent the Association.
- V Make recommendations for changes to the Conditions for the Masters' Championships and Competitions of the Association.
- VI Submit budgets as required.

e **Swimming Committee**

This Committee shall consist of the Secretary of the Swimming Committee, the Secretary Swimming Age Group Competitions, the Secretary Swimming Championships and the Assistant Secretary Swimming Committee and five elected members. The Committee shall:-

- I Assist and advise in the training of swimming.
- II Promote courses and select swimmers to attend them.
- III Select Association swimming representatives and nominate representatives for Regional events when necessary.
- IV Advise the Executive on all matters relating to swimming.
- V Be responsible for the organisation and promotion of such Swimming Championships and Competitions as directed by the Executive or Council.
- VI Make recommendations to the Executive for changes to the Swimming Championships and Competitions.
- VII Organise and manage Development days, Inter-County teams, overseas teams as agreed by the Executive and Disability Galas.
- VIII Submit budgets as required.

f **Swimming Officials Committee**

This Committee shall consist of the Secretary of the Swimming Officials Committee and six elected members (each of the elected members shall be a Swim England Licensed Official). The Committee shall:-

- I Prepare and deal with the members wishing to become swimming officials, in accordance with the British Swimming training guidelines. They shall advise the Executive on all related matters.
- II Arrange courses and examinations as necessary.
- III Submit budgets as required.

g **Artistic Swimming Committee**

This Committee shall consist of the Secretary of the Artistic Swimming Committee and five elected members. The Committee shall:-



- I Make arrangements for the Association Championships, Competitions and when necessary, Swim England or Regional events.
- II Appoint the Association Coach and Manager.
- III Select swimmers for the County Squad.
- IV Compile a list of the Association Artistic Swimming Officials.
- V Conduct conferences and seminars for Officials and coaches.
- VI Conduct courses and examinations for Examiners and scorers.
- VII Conduct training courses for swimmers and trainee coaches.
- VIII Make recommendations to the Executive for changes to the Conditions for the Synchronized Swimming Championships and Competitions of the Association.
- IX Submit nominations to Swim England for International Officials.
- X Submit budgets as required.

h **Water Polo Committee**

This Committee shall consist of the Secretary and Chair of the Water Polo Committee and a representative of each club competing in the Water Polo Championships. The Secretary of the Water Polo Committee shall act as the Secretary of the Selection Committee. The Committee shall: -

- I Advise the Executive on all matters relating to Water Polo.
- II Encourage the provision of suitable facilities.
- III Select the Association Water Polo representatives and nominate representatives for Regional events when necessary.
- IV Be responsible for the organisation and promotion of such Water Polo Championships and Competitions.
- V Make recommendations to the Executive for changes to the Conditions of the Water Polo Championships and Competitions.
- VI Submit budgets as required.

i **Affiliation Committee**

- I The Committee shall consist of three elected members.
- II The Committee shall respond to any requests from London Region for comments regarding new affiliations and changes to the names of affiliated clubs.
- III The Committee shall report to the Executive.

j **Disputes & Disciplinary Committee**

- I The Committee shall consist of three elected members of the Executive Committee, with at least two of them being qualified Swim England Referees. The Committee has the right to call upon further expertise as required.

- II The Committee shall deal with matters of a disciplinary nature, as referred to it by the Executive, or by any of the sub-committees, or by an individual member of Swim England.
- III Pursue any upheld Complaint to its conclusion, either directly, or by referring it to the appropriate higher authority.
- IV Aim to address any matter referred to the Committee with the parties as amicably and as informally as possible, always reserving the right to institute a more formal process of judicial investigation if necessary.
- V The Committee has the right to impose an appropriate sanction, including but not limited to a warning, fine or suspension.
- VI The Committee shall report action taken, to the Executive in all instances

#### 1819 **STANDING COMMITTEE GENERAL PROVISIONS**

- a Each Standing Committee shall set a quorum at its first meeting following the Annual Council Meeting;
- b Each Standing Committee shall elect a Chairman at its first meeting following the Annual Council Meeting. No individual shall be Chairman of more than one committee in any year.
- c An individual may not serve as Chairman of a Standing Committee for more than two consecutive years;
- d Each Standing committee shall elect such sub-Committees as it deems necessary.
- e The President, the President elect, the Secretary and the Treasurer shall be ex-officio members of all Standing Committees with the exception of the Swimming Officials Committee and the Disputes and Disciplinary Committee.

#### 1920 **COUNTY AWARDS**

County Badges may be awarded at the discretion of the Executive to:-

- a Those individuals who represent the Association in Championship events for disciplines within its remit.
- b Those individuals eligible to represent the Association in Championship events who gain first place in individual ASA-Swim England Championships
- c Those individuals eligible to represent the Association in Championship events who have been awarded International representative honours in Swimming, Diving, Water Polo, Synchronised Artistic Swimming or Open Water;
- d Those representing the Association in non-championship events for Swimming, Masters, Diving, Water Polo or Synchronised Artistic Swimming.
- e Association Team Managers, Chaperones, Association Officers, and those helpers who render service to the Association.

## 2021 TROPHIES

- a Perpetual trophies exist for the Association's Championships, Competitions and, in some cases, for special achievements and these trophies remain the property of the Association
- b Winners shall be entitled to hold, subject to c) below, the relevant trophies upon which their names shall be engraved at the expense of the Association;
- c A trophy may be held from the time of giving to the Trustees a formal acknowledgement of receipt and an undertaking to return it, in a good and clean condition, together with any plinth and/or case, in accordance with directions to be given by the Trustees or by the Trophy Secretary;
- d If the winner is under 18 years of age the receipt must be countersigned by a parent, guardian or an authorised official of his/her club. In the case of team events an authorised member of the winning club shall sign.
- e Trophies must remain in the bona fide possession of their holders and may not be taken out of Great Britain.
- f A copy of the Trophy Receipt Form shall be given to the trophy holder.
- g The Trustees must be notified immediately of:
  - I Any loss of, or damage to, a Trophy;
  - II Any change of address of the holder of a Trophy
- h Penalties - Holders will render themselves liable to penalties as follows:-
  - I For failure to return the trophy by the date directed - £25;
  - II For the return of a trophy in a condition unsuitable for immediate presentation - £25;
  - III For damage to a trophy whilst in their possession the holder shall be required to reimburse the Association for the cost of the repair or provide a suitable replacement.

## 2122 INDEMNITY

Every member of the Executive shall be indemnified by the Association and its members jointly and severally for any act authorised by the Executive which they do on behalf of the Association and which is written within the scope of the Rules for the time being of the Association.

## 2223 TRUSTEES

- a The property of the Association, other than cash at the bank, shall be vested in not less than two, nor more than three Trustees. They shall deal with the property as directed by resolution of the Executive and entry in the minute book shall be conclusive evidence of such a resolution.

- b The Trustees shall be elected at a Council Meeting of the Association and shall hold office until death or resignation unless removed by a resolution passed at a Council Meeting.
- c The Trustees shall be entitled to an indemnity out of the property of the Association for all expenses and other liabilities properly incurred by them in the discharge of their duties.
- d The Secretary of the Association is nominated as the person to appoint new Trustees within the meaning of section 36 of the Trustees Act 1925. A new Trustee or new Trustees shall be nominated by resolution of the Executive and the Secretary shall by deed duly appoint the person or persons so nominated by the Executive as the new Trustee or Trustees of the Association and the provision of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment shall in favour of a person dealing bona fide with the Association or the Executive be conclusive evidence of the fact so stated.

## 2324 **DISSOLUTION**

- a A resolution to dissolve the Association shall only be proposed at a general meeting and shall be carried by a majority of at least three-quarters of the members present and entitled to vote. A specific date for the dissolution shall be included in the resolution.
- b The dissolution shall take effect from the date specified in the resolution and the members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Association.
- c Any property remaining after the discharge of the debts and liabilities of the Association shall be given to a charity or charities (or other non-profit making organisation having objects similar to those of the Association) for the furtherance of such objects nominated by the last committee.

Reviewed September 2021

# Middlesex County Amateur Swimming Association

( [www.middlesexswimming.com](http://www.middlesexswimming.com) )

## Minutes of the Annual Council Meeting held on 25th November, 2021

Brian Kapp (President & Haringey), Pam Crofts (President Elect & Haringey), Florence Barnes (Secretary, PP & Ealing), Phillip Prentice (Treasurer & Barnet Copthall), Gillian Neal (PP & Ealing), Frances Prentice (PP & Barnet Copthall), Colin Jones (Middlesex), Leah Pullen (Ealing), Trevor Hyde (PP & Ealing), Maria Abrams (Ealing), Tony Burton (PP & Brent Dolphins), Susie Breslin (Barnet Copthall), Andy Woska (PP & Barnet Copthall,) Sam Whitmore (Ealing), Sue Dyer (Hillingdon), Ann O'Leary (Hillingdon), Teresa Jones(Hillingdon), Martin Waller (Enfield Water Polo) and Ian Grimwood (WL Penguins WPC)

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Prior to the meeting, the President asked Pam and Andy to act as adjudicators in the event of a vote being taken during the meeting.

### 1. Convening the Meeting

The President, Brian Kapp, opened the meeting at 7.15pm.

The President welcomed everyone to the ACM.

### 2. Apologies for absence

Apologies were received from Fred Willey, Jo Martin, Wayne Hirst, Ian Woollard, Marc Barrot, Karin Vazirani, Jeanette Edmiston, Ralph Shortland and Norman Edwards

### 3. Minutes of last Council Meeting — 26 November 2020

Adoption of the Minutes was agreed by all present.

Carried

### 4. Report of the County 2020/2021

The President had nothing further to add to his report.

Each report was open for comments and/or questions.

**Swimming Committee** — Teresa Jones asked about the coaches in the Report. Gillian Neal explained about the County now having 4 coaches as opposed to just 1. Chris Reekie (Hillingdon) is the lead as he is most experienced with Chris Pullen (Ealing), Mo Hammad (Chelsea & Westminster) and Jamilla Bethley (Barnet Copthall).

Report accepted by all present.

### **SOC**

There was no report sent out with the Notice.

Teresa Jones asked if there was a report now. Gillian Neal confirmed that unfortunately there was not one. Teresa Jones asked about the training of officials. Tony Burton explained what is currently happening with regard to J1, J2 and J2S trainees. Pam Croft said that she may be running a J2S via Zoom with Ralph in the New Year. A J2S course was run in the summer but since then only 1 person has enquired. Andy Woska and Tony Burton will be running referee training.

Pam Crofts also explained that Ralph Shortland is dealing with all the J1 trainees for the time being.

Verbal report accepted by all present.

All other reports accepted as they appeared in the Notice.

5. The Annual accounts were available for comment in the Notice.

Phillip Prentice said he had nothing to add to the accounts.

Tony Burton commented that it was not really a typical year.

The accounts were approved - Proposed by Andy Woska, seconded Colin Jones.

Appointment of Independent Examiners

It was unanimously agreed that Smith Malhotra Limited be appointed as the County's Independent Examiners for the forthcoming year as proposed by Phillip Prentice.

Carried.

6. Presidents Plate

This was awarded by Brian Kapp to Gerry Gillespie for all his hard work as County Coach. Brian will take to Gerry as Gerry was suffering with Covid and could not attend in person.

Brian then handed over the Presidency to Pam Crofts.

7. Election of Officers, Office Holders and Executive for 2021/22..

The President reported that there had only been one nomination for the following posts:

President Elect – Colin Jones (Middlesex)  
Secretary — Gillian Neal (Ealing)  
Hon Treasurer — Philip Prentice (Barnet Copthall)  
Assistant Secretary — Florence Barnes (Ealing)  
Assistant Treasurer — Sam Whitmore (Ealing)  
Swimming Competitions Co-ordinator — Leah Pullen (Ealing SC)  
Secretary Masters Committee — Susie Breslin (Barnet Copthall SC)  
Secretary Swimming Committee — Gillian Neal & Karin Vazirani (Ealing)  
Secretary Swimming Officials Committee — Wayne Hirst (Ruislip & Northwood Masters)  
Secretary Artistic Swimming Committee — Charlotte Lea (Seymour)  
Secretary Diving Committee — Richard Lerman (advisor)  
Secretary Water Polo Committee — Fred Willey (Enfield Water Polo)  
Secretary Disability Committee – Brian Kapp (Haringey SC)  
Open Water Committee — Brian Kapp (Haringey SC)  
Welfare Officer — Maria Abrams (Ealing SC)  
Advisor Health & Safety- Ralph Shortland (Ealing SC)  
Advisor Medical - Dr C Woollard  
Trophies Secretary— Jo Martin (Ealing SC)  
Medals & Rosettes —Jo Martin (Ealing SC)

These were agreed and elected 'en bloc'

Proposed by Pam Crofts, seconded by Leah Pullen

Carried.

**The following were re-elected to the Executive Committee**

Colin Jones (Middlesex), Suzette Muhammad (Harrow SC), Tasha Coupland (Harrow), Karin Vazirani (Ealing), Zak Andrawos (Harrow), Susie Breslin (Barnet Copthall), Samantha Whitmore (Ealing), Bob Bloomfield (Brompton), Sofia Marcal Whittles (C & W), Marc Barrot (Camden).

**In addition, there was 1 new nomination** – Ann O’Leary (Hillingdon)

**These were all accepted.**

Proposed by Gillian Neal, seconded by Brian Kapp

Carried

8. Constitutional Amendments

Tony Burton confirmed that the amended Constitution as set out in the Notice had been sent to London Region for their comments / approval. Tony confirmed that they were happy and had no issues with the changes.

All present agreed to accept the new Constitution.

Gillian Neal is to send a clean copy to Leah Pullen for Leah to put onto the County website.

9. AOB

None.

There being no further business to discuss, the President closed the meeting at 7.55pm.

Date of next ACM : Thursday, 24 November 2022

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Pam Crofts — President Middlesex County ASA