



Middlesex County Amateur Swimming Association

(www.middlesexswimming.com)

Minutes of the Executive Committee Meeting held on 9 May 2024

At

Perivale Residents Association at 7.30pm

Item		Action
	Those in attendance: - Jeanette Edmiston (Chairperson), Colin Jones, Leah Pullen, Brian Kapp, Andy Dixon, Ann O'Leary, Tina Franchi, Trevor Hyde, Sam Whitmore Apologies for absence: Francis Prentice, Phillip Prentice, Pam Crofts, Jo Martin, Karen Vazirani, Evelyn Ingleton, Susie Breslin, Maria Abrams, Gillian Neal, Tony Burton, Fred Willey, Ian Wollard, Andy Woska, Anna Down, Jason Keeler, Jacek Reader	
	<u>Meeting Opened 7.30PM.</u> Disappointing to have had so many apologies sent through, only just quorate for the meeting.	
	<u>Matters Arising – March 12 Meeting</u> XC23/015-Officials Gifts Spreadsheet- JE-Summary undertaken by KV issued to selected members of the executive – Officials section believed to be complete – JE/LP to review and update section for volunteers. XC23/018- Presentation of Trophies- JE- As hoped majority of trophies presented at the London Regions- Only exceptions being non-attendance by the swimmer in question- Jo M to return these to the storage unit.	
	<u>Correspondence</u> HM Trust Registration Scheme GN had circulated to the executive the note issued by Swim England on the consultation paper surrounding proposed HMRC changes which would require clubs to register onto this scheme. Although no doubt well intended it was considered an over the top measure which by default captured organisations such as MCASA. Template letter created by Swim England part of the communication process as they believe this will increase the workload of clubs. SW. to review/confirm the consensus from those present.	

Item		Action
	<u>Treasurer Report - SW</u> Restrictions on MCASA HSBC Bank Accounts SW looking to identify/remove the restrictions which seemed to be in place which did not allow her to have full access to the accounts. Change of MCASA Registered Address Paperwork on the way to allow existing 'registered address' for statements etc to be switched from PP to SW. This has been an issue which has been raised previously with HSBC. Current Financial Situation Summary level only – Current account: Existing surplus had increased from £34K in September 2023 to £47K as of date of the meeting. All significant invoices incurred in that period have been processed and paid. This includes the annual costs for the storage facility of £5454 covering the period to March 2025. Archive Financial Records SW to collect from PP backing information he had collected over the 7 years when Treasurer – SW will look to eventually transfer this into the storage facility. Quick Books Plan to implement still proceeding – should not impact the existing work practices in place at the Auditors. <u>Committee Reports</u> Water Polo JE – From Fred W- Middlesex U16 girls won the much delayed Inter County Water Polo competition- This completed a clean sweep of all three events for 2023/24- Congratulations passed on by Fred W to Claudio and his team on behalf of MCASA. Swimming Committee- April 23 Updated minutes from the meeting circulated previously to swimming committee members- copied to those others present at tonight's meeting. Cascade to full executive. Swimming Officials Committee AD - Verbal update of activities in progress: Workbooks- From Ralph S- Workbook amendments still in progress. J2-No current time limit to complete practical assessments.	

Item		Action
	Officials Training Dates – Specific dates still TBC- A potential venue has been offered in Chiswick FOC. <u>London Board</u> JE- Ralph S reappointed at the ACM in April for another term. GN unsuccessful in her application to be voted onto the board at the ACM. <u>Welfare</u> JE- Conversation with Maria A ahead of the meeting- Maria A current workload quite extensive at present. <u>County Development Meets</u> LP- June 2 – Barnet-Closing date for submission of entries will be May 18- LP will require assistance before and will need deputy(s) to stand in at the event as she will be incapacitated for several weeks. LP- Discussion still ongoing on concerning the venue for the September event. <u>County Development Days</u> LP-Barnet May 12-Plan for the day in place, availability of coaches had been difficult to manage. Thanks to Ann O'L for volunteering to be an additional Team Manager required on the day. Discussions are ongoing with various venues for the next ones due to be held in October 2024 and May 2025. <u>Medals</u> LP- 2 New alternative options were now available- both offered different coloured ribbons to differentiate the event in question when required- examples passed to those present for review/comments. Both options cheaper than those medals currently sourced – different thresholds existed for minimum quantities etc. AGREED that the preferred provider would be MedalsStudio.com. Engraving of awards -JE aware there had been lengthy dialogue between Committee Members on the use of various engraver(s). There was no official single county engraver – individuals could use their own judgement on local engravers. <u>President Elect 2024</u> JE- Candidate yet to be confirmed, topic will need to be carried forward to the next meeting as an agenda item. <u>AOB</u> JE- Present at the recent London Region event held at the LAC- Pleased with the approach/helpful attitude shown by staff members who were now employed by the new operator (Everyone Active).	

Item		Action
	Menu option's available at LAC -This did not appear to have changed – fairly limited as previously – to be aware ahead of 2025 MCASA events to be held there. JE- MCASA Constitution – Past Presidents- Is the choice of current wording consistent with the correct approach, do we need to adopt an approach to physically vote individuals onto the Executive, how do other counties manage this position? General discussion on the topic by those present- to be carried forward – Identify if it is possible how other counties operate. Ann O'L- Could Executive confirm both County weekends would be at the LAC as county web site had indicated? YES Confirmed. Ann O'L- Choice of file used to submit County entry times – Were there alternative options if all were trying to limit the amount of potential additional work if issues with submitted files were identified? LP- Software compatibility issues It means that at present it could not be a single straight line approach- File to Swim England to MCASA Team Unify- So that at a point , currently chosen to be after file has been submitted to MCASA that manual intervention/review, if required took place. Meeting Closed at 9.15PM Next Meeting Wednesday July 10- Via Zoom/In person TBC	