

**SWIM ENGLAND NORTH WEST REGION**  
**ANNUAL COUNCIL MEETING (draft)**

Minutes of the Swim England North West Region, Annual Council Meeting, held via Zoom on Saturday 5<sup>th</sup> September 2020 commencing at 10.30 hours

**1.20 Presentation**

- 1.1 The Chairman opened the 2020 Annual Council meeting at 10.30 hours, by asking for all members to complete a minutes silence in respect of the two former Past Presidents Joan Gardner and Mike Glover OBE who sadly passed away this year

**2.20 Annual Council Meeting**

- 2.1 Introduction of the Swim England North West Region Management Board and staff to the meeting. The Chairman also talked through how voting would be organised this year and explained the chat function.

**3.20 Present**

- 3.1 A full list of the Members of Council present is given at the end of these minutes. See Appendix A for details.

**4.20 Apologies**

- 4.1 A full list of the apologies for absence is given at the end of these minutes. See Appendix A for details.

**5.20 Minutes**

- 5.1 The minutes of the previous Annual Council Meeting dated 7<sup>th</sup> September 2019 were accepted as a correct record on completion of the following amendments:  
Page 2 item 15, Swim England Council Meeting to be changed to Swim England General Meeting. Page 3, Neil Booth should be showing as an invited member rather than representing Sports Operation Council. Beverley Raistick also to be added to attendee list.

**6.20 Matters Arising**

- 6.1 No matters arising.

**7.20 Matters Arising from Management Board and other Committee Minutes and Questions Asked**

- 7.1 There were no matters arising and no questions asked.

**8.20 Annual Report**

- 8.1 The Annual Report as prepared by the Regional Management Board was approved and the contents noted.

**9.20 Financial Report**

- 9.1 The Financial Report, Balance Sheet & Accounts for the 12-month period 1st April 2019 to 31st March 2020 as prepared by the Finance Officer were approved and contents noted.
- 9.2 The Finance Officer explained that the accounts show a higher deficient due to a change in the way that the auditors wish the fund to be displayed. Ring fenced funds now must show as expenditure.
- 9.3 The Chairman thanked John Armour, Finance Officer and the Independent Financial Examiners for preparing the report.

**10.20 To consider Motions and Proposals arising from the Region Annual Reports raised Council members and submitted to the Council by Clubs and Organisations**

- 10.1 There were no matters arising and no questions asked.

**11.20 Changes to Constitutional Rules**

- 11.1 No rule changes proposed this year.
- 12.20 **Independent Financial Examiners**
- 12.1 It was agreed that Mitchell Charlesworth, Chartered Accountants, Manchester, be appointed as the Swim England North West Region Independent Financial Examiners.
- 13.20 **Election of Officers for 2020**
- 13.1 Life Membership was awarded to Diane Stafford for her services to the region, a certificate was presented by Alan Stafford and greeted with acclamation. A gift will follow in due course.
- 13.2 Former President Diane Stafford on behalf of Lancashire County A.S.A proposed the appointment of Garry Whittle as President for 2020/21.
- 13.3 The newly elected President Mr Garry Whittle on receiving the Presidents medallion from Board member Mrs Janice Whittle thanked his County for proposing him and acknowledged retiring president Lesley Capstick for all her support and dedication to the Region over the past year.
- 13.4 Diane Stafford had presented the retiring President Mrs. Lesley Capstick with her Past Presidents Jewel earlier in the week.
- 13.5 The Chairman thanked Mrs Lesley Capstick, Past President for her hard work and commitment to the role of President in the last 12 months.
- 13.6 The Chairman confirmed that the President Elect is Carol Hughes of Halton Swimming Club and Secretary of Cheshire County WPSA.
- 13.7 Confirmation that the Regional Chairman remains David Burgham who is in the final year of his first four year term.
- 13.8 The Officers and the Members of the Management Board for 2020 were duly appointed as per the order paper for the meeting:-
- |                   |               |                        |
|-------------------|---------------|------------------------|
| President         | Garry Whittle | Blackpool Aquatics ASC |
| President Elect   | Carol Hughes  | Halton SC              |
| Regional Chairman | David Burgham | City of Chester SC     |
- 13.9 Thanks were recorded to outgoing Board Member Keith Chisholm
- 14.20 **Incorporation**
- 14.1 The Chairman talked through a short PowerPoint presentation regarding the positives and negatives and benefits to the region moving to Incorporation. He advised that the Management Board are recommending that the region pursue this option and asked for members to vote on this at the end of the meeting to see if we can move forward with further investigations. A steering group led by Keith Chisholm is currently reviewing what would need to happen to make the change. Legal advice will be supplied by Brabners who are highly experienced in this process and financial advice from Mitchell Charlesworth the regions current auditors. If the decision is made to incorporate, a special Annual General Meeting will be called with further information and a final vote would occur.
- 14.2 Peter McDonnell from Ellesmere Port asked what the implication of incorporation would be on clubs. The Chairman advised that there would be no change to clubs.
- 14.3 Keith Chisholm provided some more information on the process and advised that the cost of the financial and legal advice is approximately £7,500.
- 15.20 **Swim England Annual Report**
- 15.1 No report as yet due to the postponement of Swim England's Annual General Meeting until May 2021.
- 16.20 **Swim England Annual General Meeting 2021**
- 16.1 The Regional representatives to attend the 2020 Swim England Annual Council Meeting in May/June and join the Members Forum were duly appointed as per the order paper for the meeting.
- |           |               |
|-----------|---------------|
| President | Garry Whittle |
| Chairman  | David Burgham |

Finance Officer  
 Management Board  
 Management Board  
 Management Board  
 Past President  
 Past President  
 Invited

John Armour  
 Diane Stafford  
 Lesley Fawkes  
 Helen Whittle  
 Neil Booth  
 Jim Wilks  
 David Collins

**17.20 Management Board and Incorporation Voting**

17.1 6 nominations were received for the vacant positions on the Regional Management Board as follows:-

Carolyn Dawe, Bob Bolton, Helen Whittle, Jim Wilks, Susan Foex, Christine Whittaker

Board members were confirmed as:-

Board Member	Helen Whittle
Board Member	Bob Bolton
Board Member	Jim Wilks

17.2 Incorporation was approved with a unanimous yes.

**18.20 Next Meeting**

18.1 It was agreed that the next Annual Council Meeting will be held on Saturday 4<sup>th</sup> September 2021 - venue Holiday Inn Express, Sale Way, Leigh WN7 4JY

18.2 Regional Fees for 2020 will remain the same - £50.00 per club, £6.00 per capita, approved by the meeting.

18.3 The Chairman reminded the group of the importance of Stronger Affiliation which must be completed by the end of this year.

**19.20 Closure**

There being no further business the meeting closed with a vote of thanks to the Chairman at 12.00 hours.

**Attendance Register**

**Appendix A**

**Life Members**

A. Boyle  
 D. Stafford  
 J. Wilks  
 N. Booth

**Swim England North West Region**

G. Whittle President

**North West Regional Management Board**

D. Burgham	Chairman
J. Armour	Finance Officer
L. Fawkes	Board Member/Past President
M. Ralph	Board Members
M. Davies	Board Member
H. Whittle	Board Member/Past President
D. Stafford	Board Member/Past President
J. Whittle	Board Member/Past President
J. Wilks	Board Member/Past President

**Past Presidents N.W.Region**

J. Whittle	Past President
K. Chisholm	Past President
P. Haworth	Past President

**Delegates Representing the County Associations**

C. Hughes	Cheshire County WPSA.
J. Whittle	Lancashire County WPSA

**Delegates Representing Leagues and Associations**

M. Appleby	Bolton & District SWPA
D. Stafford	Central Lancs WPSA
E. Ludgate	National Swimming League North West

**Delegates Representing NW Management Groups**

S. Foex	NW Artistic Swimming MG
M. Astles	NW Diving MG
M. Dixon	NW Water Polo MG

**Delegates Representing their Clubs**

B. Raistick	Bebbington
N. Crowe	Bebbington
J. Whittle	Blackpool Aquatics
H. Whittle	Blackpool Aquatics
J. Whittle	Blackpool Aquatics
G. Whittle	Blackpool Aquatics
R. Winckles	Bridgefield
D. Burgham	City of Chester
L. Collier	Ellesmere Port
P. McDonnell	Ellesmere Port
T. Rock	Everton
D. Collins	Flixton
F. Haworth	City of Preston
P. Haworth	City of Preston
K. Chisholm	Copeland
C. Hughes	Halton
W. Hyland	Halton
C. Dawe	Manchester Tri
L. Fawkes	Marple
S. Whitehead	Lancashire Tridents
M. Howe	Manchester WP
M. Davies	Sandbach
R. Boyer	Stockport Metro
T. Pope	Stretford
H. Jenkins	Southport
E. Kidd	Swinton
B. Bolton	Trafford Metro
A. Stafford	Tyldesley
D. Stafford	Tyldesley
M. Appleby	Warrington
<a href="#">P. Appleby</a>	<a href="#">Warrington</a>
G. Espinoza	Wilmslow
D. Sandham	Workington
J. Bateson	Worsley

**Invitation**

K Hall	Regional Club Support Co-ordinator
G. Reeves	Office Administrator
S. Robinson	Regional Club Support Co-ordinator
D. Stafford	Finance Officer
S. Warrington	Office Administrator

**Apologies**

***Were received and accepted from:-***

<i>J. Allsopp</i>	<i>City of Manchester WPC</i>
<i>B. Boyle</i>	<i>Life Member</i>
<i>B. Broadhurst</i>	<i>Past President NCASA</i>
<i>R. Kinley</i>	<i>Douglas</i>
<i>M. Jones</i>	<i>Warrington Masters</i>
<i>M. Tickner</i>	<i>Past President</i>
<i>B Thorpe</i>	<i>Board Member</i>

**CLUBS**

*Northwich Centurions SC*  
*Prescot SC*