

Swim England North West Limited

Directors Meeting – 25th July 2023

(Draft Minutes) of a meeting of the Swim England North West Limited Directors, held via Zoom on Tuesday 25th July 2023, commencing at 19.00 hours.

Present:	D Burgham K Chisholm M Ralph D Stafford B Thorpe J Wilks	Director/Chairman Director Director/President Elect Director Director Director
Present Non-Voting:	S Robinson D Sumner S Warrington Claire Coleman	Regional Club Coordinator Regional Club Coordinator Office Administrator SE Head of Development
Apologies:	B Bolton M Davies L Fawkes C Hughes H Whittle J Whittle S Winstanley	Director Director Director President Finance Director Director Director (Co-opted)

37.23 Welcome

37.1 DB welcomed everyone to the meeting, and welcomed Claire Coleman.

38.23 Regional Strategy - Claire Coleman discussed the Regional Strategy document

38.1 Discussed the objectives, Activity to be developed, Activity to be scoped, Activity already under way
Governance – underpinning
Final draft to be ready by end September
DS advised the strategy needs to be reviewed by the board and directors need to take ownership.
KC raised few concerns with regards to the region being able to achieve some of the noted items.

39.23 Apologies for Absence

39.1 Apologies for absence are listed above.

40.23 Declaration of Interests/Any other Business

40.1 DB Regional Governance document

41.23 Minutes

41.1 The minutes of the previous Directors meeting dated 30th May 2023, having been previously circulated to all directors, to be accepted as a correct record of the meeting.

42.23 Matters arising

42.1 None.

43.23 Action Points**2021**

36.3 DST, JW and Neil Booth circulated draft document Directors to send comments to DST for formal approval at September Directors meeting - ongoing.

2022

72.1 SGCP for all Directors and Counties, regional office to contact directors and counties, all completed - CLOSED

2023

10.1 MR to review privacy policy – Privacy policy now published few actions to be completed by regional office
MR to send actions to regional office – ongoing.

10.1 Members of SENW Ltd - Clubs to update representative details, regional office to contact again and reviewed September - ongoing.

36.1 Regional Merchandise – Regional office to contact suppliers, waiting for replies – ongoing.
All other action points completed.

44.23 Correspondence

44.1 None

45.23 Club Officers Update

45.1 SR gave a review of the club officers report and a review of courses delivered and pending.

46.23 Governance**Company Diary**

46.1 All diary actions up to date and completed. DS to review dairy dates with KC

46.2 Governance minutes 12.7.23 - Approved

46.3 Constitutions Approval –

Ashton Central

Blackpool Aquatics

Burscough Diving Club

City of Liverpool

Ellesmere Port

Kendal

Wallasey

Hoylake

Northwich

Howe Bridge Aces (approved for 2 years whilst awaiting new SENW CASC model)

Cheshire County

ORCA (Royton)
All accepted.

47.23 Financial Management

- 47.1 Finance Directors report - Accepted
- 47.2 Balance Sheet - Accepted
- 47.3 Profit & Loss report - Accepted

48.23 Reports

- 48.1 Diving Management Group 5.7.23 Draft – Accepted
- 48.2 Water Polo Management Group minutes Draft 11.7.23 – Accepted
- 48.4 Water Polo Leadership Group minutes 22.5.23 – Accepted
- 48.5 Regional Chairs meeting minutes 5.6.23 – Accepted
- 48.6 Club development group minutes 18.7.23 – Accepted

49.22 Any Other Business

- 49.1 DB Regional Governance document to be reviewed and any comments to refer to DB so can discussed.
- 49.2 DB Embedding Safeguarding – to be discussed any comments to be referred to DB.

Next meeting to be held on 26th September 2023 at 7pm via Zoom.
No further business the meeting closed 9.22pm.

