

Swim England North West Limited

Directors Meeting – 13th April 2024

(Draft Minutes) of a meeting of the Swim England North West Limited Directors, Hybrid meeting at the Holiday Inn Express, Leigh Saturday 13th April 2024, commencing at 13.00 hours.

Present:	K Chisholm L Fawkes M Ralph D Stafford B Thorpe J Whittle J Wilks S Winstanley	Director Director Director/President Director Director Director Director/Interim Chair Director
Present Non-Voting:	D Sumner S Robinson S Warrington C Hughes B Raistrick	Regional Club Coordinator Regional Club Coordinator Office Administrator Past President SENW Regional Welfare Officer
Apologies:	M Davies H Whittle	Director Finance Director

- 14.24 Welcome**
14.1 DST welcomed everyone to the meeting, DST nominated JW to chair the meeting, All in agreement. JW advised discussion will be need to take place with regards to the next steps to fill the position of Regional Chair, KC advised will need to review all options including paid position, JW to contact other regions to discuss their processes, JW to look in to setting up working group, JW will report back at 28.5.24 meeting, JW to continue as Interim Chair will be reviewed after 6 months.
- 15.24 Apologies for Absence**
15.1 Apologies for absence are listed above.
- 16.24 Declaration of Interests/Any other Business**
16.1 None
- 17.24 Minutes**
17.1 The minutes of the previous Directors meeting dated 6th February 2024 & 9th March 2024, having been previously circulated to all directors, to be accepted as a correct record of the meeting. SWI & BR were missed off the invitation for the meeting on 9.3.24 to be noted.
- 18.24 Matters arising**
18.1 None.
- 19.24 Action Points**
2023
58.1 Nomination from Lancashire for president elect – Closed
10.1 Regional Welfare Officer Update – Poster has been designed & produced by MR, 2 posters to be given to clubs office to ask HW for approval, JWH to discuss the expenditure with HW.
- 20.24 Correspondence**
20.1 None
- 21.24 Financial Management**
21.1 FD report April 24 - Accepted
21.2 Balance sheet report - Accepted
21.3 Profit & Loss report - Accepted
21.4 Trail Balance report - Accepted
- 22.24 Club Officers Update**
22.1 SWI noted Senior Coach needs to be added, University of Manchester (New Affiliation) now approved. All accepted.
- 23.24 Regional Welfare Officer Update**
23.1 BR gave a review of recent welfare cases, BR asked if medals/certificates for relays can be reviewed DST to refer to Event management group,
- 24.24 Governance**
Company Diary
24.1 AGM held, appoint/confirm the appointment of individuals, JW to speak to Bob Bolton with regards to co-opting on to the board - All directors agreed. KC to advise companies house of the change to the articles, DST to advise SE of the name of the SE members forum, Regional office to look in to when nominations will open for Alfred Turner/Harold Fern awards, Decision to remove affiliation fees for Local Associations and for County Associations for the following year to be discussed at the next A&I group meeting.
24.2 Governance group meeting minutes
7.2.2024 – Accepted
21.2.2024 – Accepted
11.3.2024 – Accepted
27.3.2024 – Accepted

- 24.3 Constitutions Approval –
 Burnley Bobcats
 Chorley Marlins
 Crewe Flyers
 Neston
 Northern Wave
 Poynton Dippers SC
 Southport SC
 Barrow
 University of Manchester
 Cumbria – Approved at Governance meeting 7.3.24 for noting
 All accepted

24.4 Board Liaisons

Audit & Investment Group	Diane Stafford
Governance Group	Lesley Fawkes TBC at Governance meeting
Regional Club Development Group	Bob Thorpe
Artistic Swimming Management Group	Lesley Fawkes
Diving Management Group	Mark Ralph
Swimming Management Group	Diane Stafford/Mark Davies –SWI nominated TBC
Water Polo Management Group	Diane Stafford/Helen Whittle

24.5 Appointment of Individuals

Swimming Officials Co-ordinator	Colin Evison
Records Officer	TBC
Licensing Officer	Jane Whittle
Welfare Officer	Beverley Raistrick
JAP Representative	Brian Boyle
Panel of Friends	Jim Wilks Simon Rothwell TBC 3 rd member TBC at governance meeting
Medical Advisor	Dr Foex TBC
Legal Advisor	Andy Gallagher
EDI Lead	TBC at Governance meeting
Welfare Lead	TBC awaiting remit information (Mark Ralph)

24.6 Elected Directors at AGM

Director	Lesley Fawkes
Director	Mark Ralph
Director	Shaun Winstanley

24.7 Regional Technical group to be reviewed.

25.24 Reports

- 25.1 SENW Club Development Group 16.1.24 Draft & 26.3.24 Draft - Accepted
 25.2 SENW Artistic Swimming Management Group 29.2.24 Draft - Accepted
 25.3 SENW Diving MG meeting minutes 8.2.24 Draft - Accepted
 25.4 Artistic Leadership Group minutes 19.2.24 - Accepted
 25.5 Diving Leadership Group minutes 23.1.24 - Accepted
 25.6 Water Polo Leadership Group minutes 7.2.24 - Accepted
 25.7 Club Leadership Group 1.2.24 - Accepted

26.24 Any Other Business

- 26.1 LF invitation to Chester City baths LF says will be happy to attend, regional office to forward details to LF
 26.2 DST asked if can return to face to face and zoom Directors meetings.

Next meeting to be held on 28th May 2024 via Zoom.

No further business the meeting closed 3.10pm.