

Swim England North West Limited

Directors Meeting – 28th May 2024

Minutes of a meeting of the Swim England North West Limited Directors, held via Zoom 28th May 2024, commencing at 19.00 hours.

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

- 27.24 Welcome**
27.1 JW welcomed everyone to the meeting.
- 28.24 Apologies for Absence**
28.1 Apologies for absence are listed above.
- 29.24 Declaration of Interests/Any other Business**
29.1 SR 8. IOM Review, DST & SR 10. Regional office, MR Actions 10.1
JW Regionals catering.
- 30.24 Minutes**
30.1 The minutes of the previous Directors meeting dated 13th April 2024, having been previously circulated to all directors, to be accepted as a correct record of the meeting.
- 31.24 Matters arising**
31.1 None.
- 32.24 Action Points**
2024
10.1 Regional Welfare Officer Update – HW quotes from different suppliers received from BR decision made to go with MR as best quotes, DST some posters handed out at regionals and few banner orders received from clubs - CLOSED
23.1 Relay medals DST given out at summer championships to be discussed at next event group meeting - ONGOING
24.1 Alfred Turner/Harold Fern – going to be included with SE National awards, directors to discuss and forward nominations via email to regional office by 7th July - ONGOING
24.5 Records Officer, to advertise role – ONGOING
24.5 Panel of Friends, discussed at Governance meeting name suggested but not yet confirmed – ONGOING
24.5 Medical Advisor, Bernard Foex confirmed happy to stay in position – CLOSED
24.5 EDI Lead, MR sent notes via email with regards to full description of role, Directors agreed will await full role description before recruiting for position - ONGOING
- 33.24 Correspondence**
33.1 None
- 34.24 Financial Management**
34.1 A&I group minutes 14.5.24, HW advised still supporting clubs with CIG funding, reviewed minimum wage staying same to be reviewed if minimum wage changes, Masters volunteers (not paid staff) DBS cost will be covered by the region JW to raise at Regional chairs meeting, Local Associations – review decision to remove affiliation fees JW to contact Alan Boyle & Simon Rothwell to discuss, banners for Open Water Championships to be purchased, HW looking in to banking payment security, website currently been reviewed awaiting details for Helloweb, Regional staffing still being reviewed.
- 35.24 Club Officers Update**
35.1 SR gave review of recent events.
- 36.24 Regional Welfare Officer Update**
36.1 SR gave a review of the welfare report in BR absence SE have appointed a new national welfare officer.
- 37.24 IOM update**
37.1 JW advised IOM still ongoing.
- 38.34 Governance**
Company Diary
38.1 DST, SE Awards nominations, Regional fees for clubs MR advised the Board can set the fees, DST to refer to KC, DST to check with KC accounts sent to companies' house.
38.2 Governance group meeting minutes 21.5.24 - Accepted
SWI, point 9 additional governance member, wording to recruit to be reviewed.

38.3 Constitution Approvals –
Copeland ASC
Denton Artistic
Flixton
Hindley SC
Hyde Seal
Newton-Le-Willows
St Helens SC
All accepted

38.4 Regional SwimMark Review Meetings – SR SwimMark review meeting beginning June.

38.5 Regional Office – HW is the regional office viable, need to discuss office options, JW advised to be reviewed after staffing been reviewed.

39.24 Reports

39.1 SENW Swimming MG minutes 10.4.24 Draft
39.2 SENW Water Polo MG 9.4.24 Draft
39.3 SENW Club Dev Group minutes 16.4.24 Draft
39.4 Club Leadership Group 1.5.24
39.5 Artistic Swimming Leadership Group minutes 8.4.24
39.6 Water Polo Leadership Group minutes 3.4.24
ALL ACCEPTED

40.24 Any Other Business

40.1 JW – Summer Regionals 2024 catering JW to liaise with catering company.
40.2 JW – Regional Chairs selection Criteria and board structure (HW, KC, SWI, and JW)

Next meeting to be held on 30th July 2024 via Zoom.

No further business the meeting closed 9.35pm.