

Swim England North West Limited

Directors Meeting – 28th January 2025

Minutes of a meeting of the Swim England North West Limited Directors, held via Zoom 28th January 2025, commencing at 19.00 hours.

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

- 1.25 Welcome**
1.1 JW welcomed everyone to the meeting.
- 2.25 Apologies for Absence**
2.1 Apologies for absence are listed above.
- 3.25 Declaration of Interests/Any other Business**
3.1 None
- 4.25 Minutes**
70.1 The minutes of the previous Directors meeting dated 26th November 2024, having been previously circulated to all directors, all accepted as a correct record of the meeting.
BT proposed KC seconded.
- 5.25 Matters arising**
5.1 None
- 6.25 Action Points 2024**
24.5 Panel of Friends, discussed at Governance meeting name suggested but not yet confirmed – ONGOING
61.3 CIG Fund – Clubs must have a valid constitution. CIG under review - COMPLETED
64.3 EDI Lead – DUS to circulate job role - ONGOING
64.4 Skills matrix – still awaiting returns - ONGOING
66.1 Regional Strategy – ONGOING
74.3 WP group advised of price increase – COMPLETED
74.4 SwimMark payments - COMPLETED
74.5 CIF/Regional Bursaries Under review by Finance Officer - ONGOING
74.6 Streaming – COMPLETED
74.7 Gift Purchase - COMPLETED
74.8 CIF application approvals – COMPLETED
75.1 Office admin hours - COMPLETED
77.1 Cumbria Welfare Officer – COMPLETED
78.1 AGM notice – COMPLETED
78.3 Constitution approval letters - COMPLETED
80.1 Official co-ordinator – COMPLETED
80.3 AOE Training – ONGOING
- 7.25 Correspondence**
7.1 None
- 8.25 Financial Management**
8.1 Finance Directors report – HW 2024 looking at 50k-60k loss, 2024 figures will be circulated to group once HW has all figures, additional income from regional fee increase & course cost increase will generate more income, SG bursary to be withdrawn, increase to regional salaries been updated, Neil Booth has left A&I group HW asked if anyone would like to become member of the group. Audit is underway HW and DST have had meeting with auditors. DST asked if reviewing CIG fund and Coaching bursary HW advised all being reviewed and website to be updated to say under review. BB asked for 2024 forecast budget information HW advised will send to group, BB advised would like to join A&I group.
8.2 GB U18/20 Girls WP funding request – DST expressed she has conflict of interest, SWA & DST gave directors review of funding request, TR asked could this type of funding be part of budget, SWI & MD queried the request. MD & SWI to put together a draft policy with regards to future funding requests, JW proposed we support the funding BT seconded proposal – all accepted A&I group to make decision on amount of funding given.
- 9.25 Club Officers Update**
9.1 DSU gave review of the report, JW thanked the team for all their work.
- 10.25 Regional Welfare Officer Update**
10.1 JW noted the report in BR absence. JW asked directors for approval for regional welfare officer to set up survey, all approved

11.25 Governance

- 11.1 Company Diary KC advised all diary items completed or ongoing.
- 11.2 Draft Minutes of 21.1.25 – circulated to all Directors prior to the meeting – all accepted proposed LF
- 11.3 seconded JWH
- 11.4 MR gave in-depth update/review of IOM SA all directors approved MR request.

- 11.5 Constitution Approvals –
 - City of Salford SC
 - City of Salford Artistic SC
 - Cumbria – amendment for noting
 - Horwich – amendment for noting
 - Isle of Man SC – approval for 1 year
 - Liverpool And District S&WP Association
 - Lytham St Annes – amendment for noting
 - Nantwich
 - Ramseian
 - Stockport Metro
 - Stockport SC
 - Warriors of Warrington
 - Woodchurch
 - Wythenshawe – amendment for noting
 - All constitutions approved

12.25 Reports

- 12.1 SENW Event & RTG Meeting 10.12.24 Draft
- 12.2 SENW Swimming MG Minutes 14.1.25 Draft
- 12.3 SENW Club Dev Group Minutes 14.1.25 Draft
- 12.4 Artistic LG Group Minutes 18.11.24
- 12.5 Water Polo Leadership Group Minutes 9.10.24
- 12.6 Water Polo Leadership Group Minutes 27.11.24
- 12.7 Regional Chairs Meeting Minutes 2.12.24
- 12.8 SENW Artistic MG 5.12.24 Draft
- All accepted – MD proposed HW seconder

13.25 Any Other Business

- 13.1 DST last WPMG meeting held was not quorate and no new members are coming forward asked for permission to add advert to weekly update for new members to come forward – All Directors approved.
- 13.2 DST Event MG need more members – DST to look in to possible new members.
- 13.3 JW Noted a thank you to KC for all his work for the region and the support he has given to the group/staff and athletes, KC thanked JW and the directors for their kind words.
- 13.4 HW advised company secretary needs to be reviewed, KC to advise the regional office if to continue.

Next meeting to be a hybrid meeting held at 1pm on 12th April 2025 following the AGM.

No further business the meeting closed 9.20pm.