

Swim England North West Limited

Directors Meeting – 25th November 2025

Minutes of a meeting of the Swim England North West Limited Directors, held via zoom on Tuesday 25th November 2025, commencing at 19.00 hours.

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

65.25 Welcome

62.1 JW welcomed everyone to the meeting. JW extended an additional welcome to TR during the meeting.

66.25 Apologies for Absence

66.1 Apologies for absence are listed above.

67.25 Declaration of Interests/Any other Business

67.1 HW Micro league constitution

67.2 JW Governance code survey

67.3 JW Life Membership

67.4 JW New Online Entry Checker for County & Regional events in the North West.

68.25 Minutes

68.1 The minutes of the previous Directors meeting dated 30th September 2025, having been previously circulated to all directors,
Proposed BT Seconded JW All accepted as a correct record of the meeting.

69.25 Action Points**2024**

64.3 EDI Lead – LF advised still not meeting arranged, JW discussing with member interested in role – ONGOING

64.4 Skills matrix – all matrix now completed by directors – COMPLETED

66.1 Regional Strategy – JW, MR & DSU to present the strategy via zoom in December, members currently registering for meeting – ONGOING

74.5 CIF/Regional Bursaries – DSU reviewed and updated form no comments from A&I group, new Club Investment form now added to website – COMPLETED

80.3 AOE Training – Training Workshops to be offered to clubs – MR do discuss with SR & DSU - ONGOING

2025

23.6 Terms of reference for each of the groups – MR sent documents to JW to be reviewed then to put to the Directors – ONGOING

64.5 SENW Welfare & Safety Board Director position advertised on website - COMPLETED

70.25 Financial Management

70.1 A&I Group minutes 10.11.25 – proposed BT seconded JW all accepted.

70.2 HW proposed 2026 Budget that had been circulated to the board, tax bill will be applicable as made a profit, individual budget all returned defecate, Awards night included within budget and staffing.
2026 HW to review audit fees, year-end is end of December 2025 all expenses to be sent to office before end of year.

TR asked if there would be anyway could reduce tax bill.

BB asked for details on budgets for 2026, DST asked for details for Talent income, HW advised May 2026 Senior competition (AP Racing) can go ahead if viable, JW been in touch with SE the competition would need to be approved, meeting to be arranged to be discussed.

HW proposed to the board whether the RPP should go ahead JW gave a review of budget and current athletes registered, MR explained current position of program, JW suggested keeping RPP in budget but needs to be reviewed, MR suggested discussing with coaches, JW asked for vote on continuing – board agreed to not go ahead.

SR asked where Awards evening location is on budget.

SR Artistic budget query HW to investigate and respond to SR

HW proposed Budget seconded BT – all approved subject HW circulating finalised document.

71.25 Club Officers Update

71.1 SR gave review of the report.

72.25 Regional Welfare Officer Update

72.1 BR gave general overview of latest welfare matters.

73.25 Governance

73.1 Draft Minutes of 18.11.25 – circulated to all Directors prior to the meeting – TR proposed DST seconded, all accepted

73.2 All diary items completed or ongoing

- 73.3 Constitution Approvals –
Cockermouth
Dukinfield
Howe Bridge
Manchester Metropolitan University – New Affiliation
Micro League
Saddleworth

All constitutions approved

- 73.4 M6 Water Polo League has been amended; league been advised of amendment.

74.25 Reports

- 74.1 8.1 SENW Water Polo MG Group Minutes 14.10.25 Draft
74.2 8.2 SENW Coaching meeting notes 11.11.25 Draft
74.3 8.3 SENW Diving MG Minutes 22.7.25 Draft
75.3 8.4 Diving LG Minutes 16.9.25 Draft
75.4 8.5 Artistic LG Minutes 29.9.25
75.5 8.6 Artistic LG Minutes 15.10.25
75.6 8.7 Regional Manager WP Meeting 8.10.25
75.7 8.8 Water Polo LG Minutes 28.10.25
All noted

75.25 Any Other Business

- 75.1 JW – SE have initiated a survey relating to governance code, governance structure being reviewed of how regions/county's will be governed in future, SE to review survey results 1.12.25, JW to keep board updated.
- 75.2 JW – MR championed NEW Online Entry Checker for County & Regional events in the North West published on website 25.11.25 JW was requested to sign documents by SE for MR to have access to SE information MR system going forward system will also be used for entries and coaches passes, JW noted his thanks to MR for creating the system.
- 75.3 JW – Life Membership, Panel to be formed to discuss life membership nominations received, Board of directors appointed Jim Wilks as Chair of Life membership panel DST proposed BT seconded, JW to select the 3 further members - all approved.
- 75.4 LF – Officials Co-ordinator to be reviewed as position was for a year, DSU advised has discussed with current Officials coordinator and they are happy to continue in the position, will be reviewed and confirmed at the directors meeting following the 2026 AGM.

Next meeting to be held via zoom at 19:00 on 27th January 2026.

No further business the meeting closed 9.25pm.