

## Swim England North West Limited

### Annual General Meeting – 12<sup>th</sup> April 2025

Minutes of the Annual General Meeting of Swim England North West Limited, Hybrid meeting held at Holiday Inn Express, Leigh, on Saturday 12<sup>th</sup> April 2025, commencing at 10.45 hours.

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#### 1.25 **Welcome and Introductions by the Interim Chair**

1.1 The Interim chairman opened the fourth 2025 AGM of SENW Ltd meeting at 10.45 hours by welcoming everyone to the meeting, JW noted his sincere condolences with regards to two Workington SC members Roick Curtis & Sarah Glencross whom have recently passed away, MR SENW President said a few words and a one-minute silence was observed by all present.

#### 2.25 **Establish quorum**

2.1 Quorum was established and confirmed by JW, confirmed we had received two proxy votes.

#### 3.25 **Present**

3.1 A full list of the Members of the Company present is given at the end of these minutes.

3.2 Apologies for absence

A full list of the apologies for absence is given at the end of these minutes.

#### 4.25 **Minutes**

The minutes of the previous Annual General Meeting dated 13<sup>th</sup> April 2024 were accepted as a correct record. Simon Rothwell proposed. Brian Boyle Seconded All accepted.

#### 5.25 **Resolutions**

5.1 **Annual Report 2024** - JW asked to receive and consider the Annual report.

DST noted Janice Whittle as SE President has attended several events over her term also Simon Rothwell on receiving the Alfred H Turner award congratulations were given on behalf of the Swimming Management group.

Simon Rothwell thanked the region for his life achievement award at the SENW awards. SR wished to thank the regional staff on all the hard work they do.

JW also noted his thanks to the regional staff, Regional Team report -DSU noted we are leading region on DBS & Safeguarding compliance.

Tom Rock noted the amount of activities undertaken by the region and this should be communicated to the members to show the amount of work the region are doing. DST said will discuss publishing information on website with staff.

**Artistic Report** - LF noted great to see young athletes being selected.

**Diving Report** – MR noted we only have 2 diving clubs in the region and held 2<sup>nd</sup> competition which went really well MR noted his thanks to Sue Robinson for organising the competition and all her hard work,

**Swimming Report** – MD received good feedback and group will strive to continue to improve competitions.

**Water Polo Report** - DST U14 & U16 had some good results this year. Luke Brown on behalf of Water Polo group noted thanks to Mike Hesketh and Joanne Mountfield. Water Polo facing lots of challenges at the minute this is being reviewed nationally.

Mark Davies Proposed, Diane Ormston Seconded – All accepted

5.2 **Finance Report 2024** – JW asked to receive and consider the Finance report – HW noted 2024 had been tough year for finance.

HW noted her thanks for the staff especially DST and the A&I group members.

Simon Rothwell noted affiliation fees were increased in 2024.

SR noted cannot sustain continuing loses and noted expenditure on CIG fund and would rather expenditure spent on events and athletes.

HW advised CIG being reviewed.

Mark Davies Proposed, Diane Ormston Seconded – All accepted

- 5.3 **Elect the Chair of the Company** – JW passed to DST, one candidate James Wilks – All accepted
- 5.4 **Elect the Directors of the Company** – JW advised have three vacancies, received 3 nominations Bob Bolton, Mark Davies, Diane Stafford – all votes counted and accepted.  
Elected – Bob Bolton, Mark Davies, Diane Stafford, JW congratulated the elected directors.
- 5.5 **Election of the Auditors** – JW advised Mitchell Charlesworth proposed.  
HW advised will be reviewing for 2026 - All accepted.
- 5.6 Authorise the Audit & Investment committee to determine the Auditor's remuneration –  
All accepted.
- 5.7 **Appoint President of Swim England North West Ltd**  
JW nominated President for 2025/26 to be Tom Rock (Lancashire WPSA).  
Tom Rock gave a review of his swimming background.  
Mark Ralph congratulated Tom Rock on his nomination Tom Rock thanked Mark for all his work over the last year – All Accepted.  
JW congratulated Tom Rock and thanked Mark Ralph for all his work.
- 5.8 **Appoint President Elect of Swim England North West Ltd** – JW nominated president elect for 2025/26 to be Bob Bolton (Cheshire County WPSA) – All Accepted.
- 5.9 **Elect the Regional Members of the Swim England members forum – 8 members**  
The President – Tom rock  
The Chair of the company – Jim Wilks  
The Finance Director – Helen Whittle  
5 members – Lesley Fawkes, Mark Ralph, Diane Stafford, board of directors to fill remaining two members – All accepted.

Meeting closed at 11.40 hours.

## Attendance Register

### Attendance Face to Face

|                 |                                       |
|-----------------|---------------------------------------|
| Jim Wilks       | Director                              |
| Diane Stafford  | Director                              |
| Mark Ralph      | Director/President                    |
| Bob Bolton      | Director                              |
| Lesley Fawkes   | Director/Marple SC                    |
| Bob Thorpe      | Director                              |
| Bev Raistrick   | Regional Welfare Officer/Bebington SC |
| Mark Davies     | Director                              |
| Brian Boyle     | Past President/Life Member            |
| Maureen Appleby | Warrington Swimming and WPC           |
| Louise Appleby  | BCM Swimming and Water Polo Ass       |
| Alan Stafford   | Tyldesley SWPC                        |
| Diane Ormston   | Liverpool and District S&WPA          |
| Alan Boyle      | Past President/Life Member            |
| Tom Rock        | President Elect                       |
| Matt Wilson     | Lancaster City ASWPC                  |
| Roger Boyle     | Liverpool and District S&WPA          |

### Attendance via Zoom

|                   |                                       |
|-------------------|---------------------------------------|
| Helen Whittle     | Finance director                      |
| Shaun Winstanley  | Director                              |
| Luke Brown        | Penrith SC & Water Polo Group Manager |
| Wendy McDonagh    | Stockport SC                          |
| Neil Booth        | Past President/Life Member            |
| Jon Ward          | Leyland Barracudas                    |
| Barry Kealing     | Winsford ASC                          |
| Roger Boyer       | Past President                        |
| Amanda Frizzel    | Carlisle Aquatics                     |
| Martin Tickner    | Past President ASA NW Region          |
| Alison Metcalfe   | Prescot SC                            |
| David Burgham     | Past President ASA NW Region          |
| Patricia Birch    | Hoylake ASC                           |
| Peter McDonnell   | Ellesmere Port ASC                    |
| Shelley Whitehead | Lancashire Tridents                   |
| Terry Lambert     | Barrow SC/Governance group member     |

### Regional Office Staff

|                 |                           |
|-----------------|---------------------------|
| Dean Sumner     | Regional Club Coordinator |
| Sara Warrington | Office Coordinator        |

## Apologies

|                 |                                    |
|-----------------|------------------------------------|
| Janice Whittle  | Director/SE President              |
| Keith Chisholm  | Director                           |
| Sue Robinson    | Regional Club Coordinator          |
| Carole Hughes   | Cheshire County                    |
| Patrick O'Brien | Knutsford Vikings                  |
| Duncan Prince   | Chadderton ASC                     |
| Wendy Wyatt     | Alsager SC                         |
| Pam Haworth     | City of Preston                    |
| Matt Howard     | Fleetwood Mako's                   |
| Judy Noah       | City of Manchester Water Polo club |
| Garry Whittle   | Blackpool Aquatics                 |

# Chairman's Statement 2024

This year has been my first as Chair for the region which has brought many challenges, not only do we continue to see rising costs for us and our clubs, but we have also seen more pool closures across the region. I'm pleased to report that within the first 2 months of my term, I attended Cheshire East Council meeting following a request from clubs within the area to support them to prevent the closure of swimming pools in Cheshire East. I would like to applaud the work that the clubs and other stakeholders put in to convince the Council that it would not be in the public interest to close the leisure facilities as planned and after further consideration the Council's outcome was to keep the Leisure facilities open. Many Congratulations to all the members of the clubs for their efforts to ensure swimming in Cheshire East continues. I highlight this achievement because if we work together going forward positive things will happen. This will be the Region's approach for the future. The Region will continue to lobby councils and government to highlight the value and benefits of our swimming facilities.

Following the release of the Listening Report we have seen many changes across Swim England, with Andy Salmon joining as the new CEO, with the beginning of a new culture forming/creating one of openness and collaboration, focusing on giving the best experiences to our athletes, a strategy which the region is keen to develop in the future.

Governance within the region has improved significantly this year, the regional staff have worked with Swim England taking the DBS compliance of our clubs from 84% to nearly 99% and safeguarding compliance to almost 98% ensuring that our clubs are operating at the highest standards of compliance and governance. Swim England made the decision to pause the full SwimMark accreditation and the regions clubs are now required to complete club affiliation. As a region we supported the decision to pause the SwimMark process to reduce the number of hours needed by our clubs' volunteers. The regional club officers continue to work hard to encourage our clubs to maintain the highest level of compliance and governance possible. A big thank you to the regional staff for what you have achieved in supporting the clubs through this process.

In May, Mrs Janice Whittle SENW Board Member, Lancashire Executive Member and Secretary of Blackpool Aquatics became the new President of Swim England. Congratulations to Janice from all on receiving this great honour. Janice, you deserve the recognition for all the dedication to our sport that you have given and are continuing to deliver in ensuring that all members of the aquatic family at all ages develop in our sport and have fun. I am sure Janice and Garry will have many memories to share of all the events and places that they will attend during her Presidential year.

Swim England North West Limited held their first Annual Volunteer Awards in October this year at the Holiday Inn, Leigh Sports Village which was an outstanding success and most enjoyable evening to celebrate the achievements of our volunteers. Congratulations to all those nominated and the winners who went on to the Swim England Annual Awards in November at the University of Birmingham's Great Hall. The region was represented at the National Awards with Ben Harvey from Liverpool Penguins and City of Liverpool awarded the Silver award for volunteer of the year and Jasmine Stagg from Altrincham Swimming Club awarded the Bronze award for Technical Official of the Year.

Simon Rothwell was awarded the prestigious **Harold Fern Award** which is given for making the most outstanding contribution to aquatics at Club, County, Regional, National or International level. In my opinion the event was a celebration of the excellence of the standard of volunteers we have in our Region, without whom the Region would not be able to deliver its goals and objectives. Thank you for everything that you do.

I must thank all the Directors and discipline groups who give up their own time to support our Clubs and athletes. The Directors all have regional roles beyond being members of the Board of Directors and there is a director liaison member for every discipline. We must not lose sight of the fact that most of the activity within clubs is provided or supported by volunteers, and without their help and support our sport would struggle to survive.

This year sees the retirement of 4 influential members of the board members and its working groups, namely Brian Boyle, retired Board Member, Chair of the Regional Development Committee and Member of

the SE Judicial Appointments Panel. Brian is not only standing down from his duties but is moving to County Durham to live with his family. Neil Booth who was a founder member of the North West Region and is a member of many sub groups. Keith Chisholm Board Member and the person who guided the Region through the onerous task of Incorporation with such professionalism Colin Evison Regional Officials Coordinator. Gentlemen what you have contributed to our region is immense we thank you sincerely. Enjoy your retirement; however, Neil, Keith and Colin have agreed to continue to support the region with Keith continuing his work with the governance group, Neil to continue to help advise the A&I group and volunteering at events and Colin continuing with his work on the events management group.

Moving on to the future. Although the retirement of some of our Board members are a loss it becomes an opportunity to recruit new blood to help develop the region going forward. All organisations like ours depend on volunteers. Without volunteers we cannot meet the level of service we need to deliver the programmes we do for our athletes, clubs, and members. If you have skills, experience, or just enthusiasm and would like to get involved in the organisation and help your Region in any way, why not get in touch with the regional office or any member of the Board. We would love to hear from you.

I would like to end by stating how much the Directors are grateful for the expertise and dedication of our staff, Diane, Sara, Sue and Dean. We look forward to another exciting year as we develop our new strategy for the future. Lastly it goes without saying that without the commitment and dedication of our volunteers, athletes, and their families we would fail to be as successful as we are.

In conclusion, for me this year has been a very steep learning curve, challenging and rewarding. There is no doubt that the Region will face many challenges in the future. With the help and determination of everyone in our swimming community working together we will achieve the best experience for all our members.



Jim Wilks  
Chairman, Swim England Northwest Ltd

# Finance Report 2024

The report comments on the Audited Financial Statement to the year ended 31 December 2024 for Swim England North West Limited.

Headline numbers show that in 2024 the region made a Loss of just over £46k. This is an increase on the loss which was reported in 2023 by £42k but can be attributed to and explained by the following events in the region across the year.

Overall, in 2024, we operated on a smaller income base than in 2023 across all aquatic disciplines as well as from our Affiliation fees, this is linked directly to club members and in 2024 there was a small reduction in our membership base in the year.

Within the individual disciplines, Swimming & Artistic Swimming (labelled Synchro in the reports) have made a small surplus in the year, predominantly from the success of its events and within Swimming, the receipt of levy fees from licensed meets taking place each year.

Water Polo returned a loss in the year, partly due to the nature of the events being held as they are team specific rather than individual based, meaning revenues for competitions are more limited due to per team fees rather than in other disciplines where it is per event/swimmer entry.

The region has seen a reduction in some of its overhead costs, but overall, as everyone is finding there are increased costs whether that is cost of employment (pay rises/tax rate increases) as well as normal annual increases on rent and rates to run an office.

We have also increased the funding we have given back to clubs in 2024 through the SwimMark awards and CIF funding, mainly for the replacement of aged equipment used for competitions.

The Region does have enough reserves and cash to move forward and continue with operations into 2025 but can't keep running at large losses as we need approximately £120k per year to keep the region running without running any courses/competitions. Our affiliation fees can support the general running of the region, but the other activities are self-funding and need to start to break even or make small surpluses to enable funds to be redistributed to club.

Moving into 2025, we have increased the regional element of the membership fees to enable the region to push more funds into the aquatic disciplines as well as ensuring that any cash spent on activities is for the benefit of our members, whether athletes, coaches, volunteers and our clubs.

On a more personal note, I wish to thank all members of the Audit & Investment Group who are key individuals ensuring that I as Finance Director and the region are acting with the members at the heart of all our decisions. To Neil Booth, who has stepped down from this group at the end of 2024, I and the rest of the A&I group have valued your inputs and knowledge especially around equipment and facilities and we are grateful for the time you gave to the region in this capacity.

To Diane Stafford for ensuring that the finance function in the region operates effectively and alongside Diane the rest of the regional staff. A big thank you to you all.

Helen Whittle  
Finance Director Swim England Northwest Ltd  
March 2025