

## Swim England North West Limited

### Directors Meeting – 11<sup>th</sup> April 2026

Minutes of a meeting of the Swim England North West Limited Directors, hybrid meeting held at Holiday Inn Express, Leigh on Saturday 11<sup>th</sup> April 2026, commencing at 13.00 hours.

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Present:	J Wilks B Bolton M Davies L Fawkes M Lyons B Raistrick M Ralph D Stafford B Thorpe H Whittle S Winstanley	JW BB MD LF ML BR MR DST BT HW SWI	Chair/Director Director/President Director Director Director Regional Welfare Officer Vice Chair/Director Director Director Finance Director Director
Present non-voting:	D Sumner S Warrington	DSU SWA	Regional Club Coordinator Office Administrator
Apologies:	S Robinson	SR	Regional Club Coordinator

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- 12.26 Welcome**  
12.1 JW welcomed everyone to the meeting and made a special mention of Matthew Lyons, the new director.
- 13.26 Apologies for Absence**  
13.1 Apologies for absence are listed above.
- 14.26 Declaration of Interests/Any other Business**  
JW Swim England Squads.  
BB OW training sessions.
- 15.26 Minutes**  
15.1 The minutes of the previous Directors' meeting, dated 11<sup>th</sup> January 2026 and having been previously circulated to all directors, were proposed by BT and seconded by MD. All present accepted them as a correct record of the meeting.
- 16.26 Action Points**  
**2024**  
64.3 EDI Lead – JW reported that Gladys Gwara has come forward to take on the role. JW will contact the member to discuss whether she would like to take on a Director role as part of the position. This remains ongoing.  
80.3 AOE Training – Training Workshops to be offered to clubs – MR do discuss with SR & DSU. This remains ongoing.
- 2025**  
23.6 Terms of reference for Management Groups – The Swimming & Events MG Terms of Reference were approved. The remaining groups are to be reviewed and then submitted to the Directors for approval. This remains ongoing.  
9.2 JW to discuss any possible changes to articles and SE laws with KC, no changes for 2026 -  
11.1 COMPLETED  
Cumbria County is to be contacted to request a representative attend Swim & Events MG meetings. SWI advised this has been completed.  
11.2 Meeting to be arranged with directors to meet with SE with regards to governance structure, meeting went ahead March 2026, this has been completed.
- 17.26 Financial Management**  
17.1 The A&I Group minutes dated 10<sup>th</sup> February 2026, having been previously circulated to all directors, were approved by all.  
17.2 HW reported that membership fees have been received and the funds have been transferred to a savings account to obtain a higher interest rate. MR and JW have now received NatWest cards to approve banking transactions. HW will liaise with MR and JW regarding the relevant processes and will also investigate high interest notice accounts.  
The website review will be considered by the A&I Group in conjunction with MR and Regional office.
- 18.26 Club Officers Update**  
18.1 DST gave review of report, advised compliance data still on hold with Swim England.  
18.2 BB arranging Open Water taster training sessions with SR.  
18.3 DST advised the region doesn't have any suspended clubs; Lancashire Tridents have not affiliated to Swim England.
- 19.26 Regional Welfare Officer Update**  
19.1 BR gave a review of recent welfare emails/cases received.  
19.2 JW advised that Swim England has allocated staff/squads to each region. The North West and West Midlands regions have jointly been allocated two Swim England staff members: a Club and Community Development Lead (West) and a National Safe Aquatics Officer (West).  
JW will liaise with Swim England to arrange a meeting between the two Swim England staff members and the Directors to introduce and discuss the roles and how they will operate.
- 20.26 Governance**  
20.1 The Governance Group minutes dated 24<sup>th</sup> March 2026, having been previously circulated to all directors, were approved by all.  
20.2 Company Diary –  
Companies house, HW advised to check if shows personal addresses for each director.  
All company diary actions ongoing or complete.  
20.3 JW advised that MR to continue as Vice Chair of SENW. This was proposed by BB and seconded by DST.  
The appointment of individuals is to be added to the company diary.

- 20.4 Constitution Approvals –  
 Bolton, Central Lancashire & Manchester SWPA  
 Garstang SC  
 Radcliffe Swimming and Water Polo Club  
 Stockport Metro - Amendment  
 All constitutions approved

**21.26** Appointments of Individuals

21.1 **Individuals**

Swimming Officials Co-ordinator	Jackie Beard-Jones
Records Officer	Regional Office
Licensing Officer	Jane Whittle
Welfare Officer	Beverley Raistrick
JAP Representative	Alan Jones
Panel of Friends	Jim Wilks, Simon Rothwell, 3 <sup>rd</sup> member TBC
Medical Advisor	Dr Bernard Foex
Legal Advisor	Andy Gallagher
EDI Lead	TBC
Welfare Lead	TBC

21.2 **Board Liaisons**

Audit & Investment Group	Helen Whittle
Governance Group	Jim Wilks
Regional Club Development Group	Bob Thorpe
Artistic Swimming Management Group	Lesley Fawkes
Diving Management Group	Helen Whittle
Swimming&Events Management Group	Mark Davies
Water Polo Management Group	Diane Stafford

21.3 **Audit & Investment Group**

Finance Director	Helen Whittle
Director/Finance administrator/Board Liaison	Diane Stafford
SENW Chair	Jim Wilks
Director	Mark Ralph
Group member	Garry Whittle
Group member	Stuart Noakes

21.4 **Governance Group**

SENW Chair/Board Liaison	Jim Wilks
Group member	Keith Chisholm
Director	Mark Ralph
Director	Bob Thorpe
Group member	Simon Rothwell
Group member	Alan Jones
Group member	Peter Germain
Group member	Lisa Topham
Group member	Emma Barlow

21.5

**Club Development Group**

Regional Club Coordinator	Sue Robinson
Regional Club Coordinator	Dean Sumner
Chair	Barry Keeling
Cheshire representative	Lesley Fawkes
Director/Cumbria representative	Mark Ralph
Lancashire representative	Janice Whittle
Board Liaison	Bob Thorpe

21.6

**Artistic Management Group**

Artistic Manager	Susan Foex
Regional Club Coordinator	Sue Robinson
Board Liaison	Lesley Fawkes
Administrator	Geraint North
Work force	Sarah Clarke
Competitions	Deborah Howard
Marketing & Communications	Stuart Howard
Regional Training lead	Nikki Rowney
Group member	Emma Maw
Group member	Ali Dootson

21.7

**Diving Management Group**

Regional Club Coordinator	Sue Robinson
Board Liaison	Helen Whittle
Discipline Manager	Louise Harding
Regional Training Lead	Carlos Ferra (Burscough)
Group member	Phil Bowers (MAC)
Volunteer, Coaching, Officials & Widening Participation Lead	Jake Rothwell (Burscough)
Training Lead	Jenny Roberts (Burscough)
Volunteer, Coaching, Officials & Widening Participation Lead	Matt Blundell (Burscough)
Competition Lead	Natalie Patterson (MAC - joining Apr 26)

21.8

**Swimming & Events Management Group**

Regional Club Coordinator	Dean Sumner
Board Liaison	Mark Davies
Discipline Manager	TBC
Championship Organiser	Mark Ralph
Cheshire Representative	Louise Ford
Cumbria Representative	Shaun Winstanley
Lancashire Representative	Janice Whittle
Officials Coordinator	Jackie Beard-Jones
Masters Representative	Bob Bolton
Para Swimming	Colin Evison
Licensing	Jane Whittle
Events	James Collins

21.9

**Water Polo Management Group**

Regional Club Coordinator	Dean Sumner
Board Liaison	Diane Stafford
Water Polo Manager	Sandra Donald
Official Coordinator	Mike Hesketh
Competition Planning/Head coach	Joanne Mountfield
Group member/Coach	Gareth Potts
Cheshire Representative	John Hamilton
Lancashire Representative	Nicola Holt
Cumbria Representative	Luke Brown

21.10

JW, Five new members have been appointed to the Governance Group: Simon Rothwell, Alan Jones, Peter Germain, Lisa Topham, and Emma Barlow. Simon Rothwell will chair the Governance Group. The office will draft an email to be sent to the new members. JW will contact the members to confirm that their appointments have been approved.

**22.26**

**Reports**

- 22.1 8.1 SENW Swimming MG Minutes 24.3.26 Draft
  - 22.2 8.2 SENW Diving MG Minutes 30.3.26 Draft
  - 22.3 8.3 SENW Artistic MG Minutes 26.2.26 Draft
  - 22.3 8.4 Artistic LG Minutes 27.1.26
  - 22.4 8.5 Water Polo LG Minutes 10.2.26
- All noted

**23.26**

**Any Other Business**

None

Next meeting will be a hybrid meeting held at 7pm on the 26th of May 2026 via Zoom

No further business the meeting closed 3.20pm.