



NOFIO SIR BENFRO

MINUTES OF COUNTY MEETING

HELD ON 11 NOVEMBER 2015, 7.30P AT HAVERFORDWEST LEISURE CENTRE

Apologies: Makala Doughty (Milford), Mark Tancock (Swim Wales), Gill Orchard (Treasurer)

Present: Paul Haley (Chairman), Sharon Whalley (Secretary), Gary Nicholas (PCC), Chris Payne (PCC), Jenny Llewellyn (Pembroke), Sarah Hicks (Tenby), Glenda Thomas (Fishguard), Nichola Powell (Haverfordwest), Tracy Maczka and Dawn Ditcher (Preseli)

	Action
Minutes of the last meeting held in July were briefly reviewed however as no-one was present who attended that meeting it was felt that they should be put forward for acceptance during next meeting.	CF to Next Meeting
<p>2. Chairman's Report: Paul recently attended the Swim Wales Conference and AGM. Swim Wales have received £900k from Sport Wales and had a turnover of £2m. A copy of the report was given to each Club Rep. The main issue for discussion was how to expand the different areas of swimming, i.e. open water, masters etc.. There was talk of a funding cut from Swim Wales with possibility of losing £90k..</p> <p>Paul commented on the County Champs being an extremely successful meet and thanks to Ceri Wilson, Nicala Harding, Phill and Kirsty Thomas who did most of the hard work organising it. Also thanks to Carol Veale and all of the other officials who helped out. It had a good turnout and it was great to see plenty of swimmers from Preseli.</p>	
<p>3. Treasurer's Report: Paul briefly covered the Treasurers report in place of Gill who unfortunately could not make this meeting. County currently have 3 funds on the go. Assets of £10,616, Warm Weather £248 and the Haverfordwest Swimming Pool Grant of £3,601. Some of the Grant money has gone on Coach expenditure for the Summer Nationals and also accommodations for both Stockport and Hereford.</p>	
<p>4. Coaches Report: Craig expressed his thanks to the new and existing Club Reps and members of the committee for giving up their time to support PCS. Craig also thanked everyone who helped out at County Championships and all the swimmers who took part.</p> <p>There are three meets coming up, the Performance Squad are going to Stockport 20-21 Nov, a selection of swimmers from the development and potential squads are going to Hereford with Sam 21-22 Nov. The final meet being the Winter Short Course being held in Swansea 18-20 December.</p> <p><u>Sport Pembrokeshire</u> nominations have been made for Phill Thomas (Unsong Hero), Daniel Davies (Male Sporting Achievement), Carys Thomas (Female Sporting Achievement) and Welsh Age Group Squad (Team of the Year).</p> <p><u>National Squad/Meets:</u> National Youth Squad (Daniel Davies), National Skills Academy (Alice Sloan/Craig Nelson – Staff), Inter Counties (Sean Barrett/Ben Mottram/Arabella Haley/Craig Nelson – Staff)</p> <p><u>Equipment:</u> Craig asked the Committee for approval to purchase 2 x Heart Rate Monitors each costing £350 for both himself and Sam. Sam can bring his</p>	

<p>to all Centres and Squads. Craig went on to explain that these monitors were developed by Bob Trevine and are very accurate and will help the swimmers train more efficiently. Gary Nicholas queried whether the price included VAT or not? Craig to check on VAT. Glenda asked whether extra insurance would be required as expensive piece of equipment, especially if being carried around to different Centres. Paul and Gill to check. A vote was carried out and this was unanimous to go ahead and purchase.</p> <p><u>Junior Olympians</u>: This is a new award scheme which has been drafted by Craig. A draft copy of which to be e-mailed to each Club Rep for feedback and review from the Club Coaches. This information is NOT for public knowledge (children and parents) until it has been finalised and has approval from Committee. Craig would like to implement this award system in April. Richard Graham of Big Brums has very generously sponsored the awards with £1,000 donation towards the printing of the certificates. Graham also offered to donate another £1,000 to bring an Olympian down to Pembrokeshire, to chat to Craig and swimmers. Thanks again to Richard of Big Brums. Craig will be meeting with Richard Blacklaw the Head Coach of Stockport Club with a view to discussing LTS and running the club as a business. Stockport are one of the top clubs in Britain at present and PCS would benefit from their knowledge. PCS is currently funded by PCC, Craig feels the need to look to the future of PCS and which is the best route.</p> <p><u>Facebook</u>: Craig notified everyone that the official Facebook page with a photo of swimmers at Warm Weather Training is the page to “Like”. This is where all official correspondence will be posted. The other page is a group and is a social page, it is not used by Craig for official notifications. The Group page is public as it is better for advertisement and should hopefully attract new sponsors and help grow the Club.</p>	<p>CN check VAT.</p> <p>PH and GO to check insurance.</p> <p>SW to e-mail draft copy to Club Reps.</p>
<p>5. PCC: Gary Nicholas -393 swimmers in total, Preseli (40), Fishguard (49), Haverfordwest (101), Milford (36), Pembroke (83), Tenby (84). Broken down to: Water Dragons (169), Development (158), Skills (23), Potential (30), and Performance (13). The pass rate for Year 6 following the National Curriculum Swimming Test is 89%. The National Average is 75%. Currently have 3,000 LTS. The assessment will be changed for next year. Swim Wales launched a teaching framework charge of £2.50 per child per year, PCC decided not to adopt this and carry on with the ASA teaching plan. <u>Chris Payne</u> – notified the Committee of the impending retirement of Rob James the Chief Exec of Swim Wales. When the new Chief Exec comes on board, Swim Wales will be looking at a funding stream for all Development Centres, starting at £5,000 for first year then reducing, the following years.</p>	
<p>6a. PCS Constitution: Gill Orchard has been working with Swim Wales with regard to the Constitution. The main issue being where the assets will go from PCS should PCS finish. PCS feel that the money should be returned to the clubs. The Constitution is fine apart from this. We won't get Dragon Mark until the Constitution is agreed.</p>	<p>GO & MT</p>
<p>6b. Complaints and Disciplinary Procedure: Glenda has policy drafted, it was agreed that it should be sent out to all Clubs for feedback and that all Clubs should then adopt this policy. Glenda to forward copy to Sharon for distribution to clubs for feedback at next meeting.</p>	<p>GT & SW</p>
<p>6c. Away Stay Policy: Following Swim Wales Sports Away Policy.</p>	
<p>6d. Health & Safety Risk Assessments: Glenda asked whether risk assessments were carried out for away trips and galas. Craig should have copy of Swim</p>	<p>CN to copy to</p>

<p>Wales Standard Risk Assessments. The question arose as to check the WASA Insurance, eg. If a child was injured during a swim session would the Coach or child be covered by WASA insurance? Mark Tancock to respond.</p> <p>Nicky Powell brought up a point about a child having severe bruising ribs on exiting pool over white kick boards as all children encouraged to exit the pool this way so as not to disrupt other lanes. Both Gary Nicholas and Chris Payne advised that all swimmers need to exit the pool by the steps if kickboards in place, a Risk Assessment should be in place for this. Feedback to Coaches.</p>	<p>GT</p> <p>MT</p> <p>Club Reps</p>
<p>6e. PCS Selection Policy & Notification Procedures: Paul and Craig have had several discussions about this procedure. Craig is going to send out letters 2 weeks before the end of the current selection period explaining how the selection for the next squad will be done and that their selection is about to end e.g. squads picked from scratch. County reps to feedback to swimmers. All clubs should have the selection policy available and visible to all swimmers and their parents – put on Club Notice Boards and Websites. It was pointed out that it is not feasible to give individual feedback to each and every swimmer; this should be fed back by Club Coaches. Everybody did agree that they felt disappointment with how long the new lists took to come out and the problems with swimmers missed off. It was agreed by all present that a publication date needs to be set. It was decided that a Committee meeting would be held 4 weeks after AGM which would be when the squad lists would be released to County Reps for review to make sure no-one missed off etc. The lists would then come back to Craig for finalising before the final release date. The next squad selection would be after West Wales Regionals, date will need to be set for meeting to clarify lists.</p> <p>It was also agreed that swimmers in their selected squads should continue training up until the new squad lists have been released as it was pointed out that 3 weeks of training were missed but parents were still paying for it. Gary Nicholas needs to know the different Tiers by 25 November 15 to update Direct Debits for all members.</p>	<p>CN</p> <p>GN</p>
<p>6f. Website: Paul & Craig proposed it might be option to employ an independent Website designer to create a new page and maintain it, keep it updated. Paul & Sarah advised that Tenby employ Ireland Websites for cost of £180 per year. It was proposed that Paul make further enquires about costs.</p>	<p>PH</p>
<p>6g. Inter Club Gala: Sam Jones has developed a Pembrokeshire County Swimming League, a fun friendly gala to encourage swimmers of all levels to participate in. SW to send to Club Reps for distribution to Clubs.</p>	<p>SW</p>
<p>6h. Duty of Care: It was agreed that a Coach must stay with swimmers at the Leisure Centre until they have been picked up by parents. No swimmer is to be left alone. Club Reps to feedback.</p>	<p>Club Reps</p>
<p>6i. County Kit: New County Kit has been sourced and available to order; we have at present received orders of just over £1,000. All orders to be placed direct with Sharon Whalley. SW to send copy of price list to Preseli Panthers.</p>	<p>SW</p>
<p>6j. Safeguarding Courses: Safeguarding Courses should be attended every 3 years. Mark Tancock to advise on policy of Courses, i.e. consequences of not attending a Swim Wales Safeguarding Course, are PCC and Teachers coverage acceptable? IS UKCC British Swimming?</p>	<p>MT</p>
<p>6k. Relocation of Notice Board: The current notice board is in the wrong place, the cafe and is not accessible. The Leisure Centre Manager Sian is aware of it. Gary Nicholas to speak to Sian re: moving the notice board to main corridor.</p>	<p>GN</p>
<p>6m. Sponsorship: CPS need to have a target for sponsorship and fundraising. Club reps to make enquiries at club level.</p>	<p>Club Reps</p>

<p>Pembroke: Jenny wanted it minuted that Pembroke had changed their club hours for Platinum Squad to 8-10pm on a Friday evening. This was not received very well by swimmers who then had training on early Saturday mornings. This has now been changed to 8-9pm.</p> <p>LTS Gala – Pembroke now have 10 new swimmers following this gala. Thanks to Sam Jones for organising.</p>	
<p>Tenby: Results not going on to TM files when swimmers have gone to certain meets under the banner of PCS. The information goes onto Kirsty Thomas’s TM file as she deals with the entries for PCS. Kirsty needs to forward all this information out to clubs of swimmers taking part. JL to feedback to Kirsty.</p>	JL
<p>Fishguard: GN will send out dates of CPD courses to Club Reps for distribution to coaches. CN has sent out example training cycles.</p> <p>Diving Blocks – GN stated they are in hand. If there are any accidents or injury using diving blocks, this needs to be reported to the Leisure Centre.</p>	GN
<p>Haverfordwest: Queried a new facebook page called “Pembrokeshire Swimming Family” whereby photos were being posted of swimmers and galas. There were concerns as to Child Welfare and whether the parents had actually given permission for photos of their children to be posted on this site and how was it monitored. It was agreed that this was unacceptable, Paul to speak to Makala with regard to the concerns raised.</p>	PH
<p>Preseli: Contribution of profits from County Gala – Phill Thomas was passionate about this at the County AGM and it worked out that there was £1,000 profit for each club. This profit should be used for WASA registration, coaches courses etc. It was suggested that each club contribute £75 as good will to Preseli totalling £450 to be used in the same way, WASA etc. TM thanked the Committee for this contribution.</p> <p>Dual membership swimmers – Preseli have at present a lot of swimmers who are using Preseli as dual membership hoping to benefit from the Pembrokeshire pathway, this is a concern as they still have Cardigan as their priority club. It was advised by the Committee that if swimmers want to benefit from the Pembrokeshire Pathway, they need to change their main/priority club to that of one of the County Clubs i.e. Preseli. It was advised that DM speak to CN about this matter.</p>	GO DM & CN
<p>Any other Business: An earlier meeting start time of 6.30pm was agreed.</p> <p>SH advised that the no of Officials present during the County Championships didn’t quite meet the number required to make it a legal meet. There is currently a Timekeepers Course on at the moment. Ann Adams is going to try to hold one every year. The next Timekeepers course may be held in Crymych in April.</p> <p>Date of Next Meeting: a provisional date of Wednesday, 13 Jan 2016 at 6.30 was set. SW to book meeting room and confirm with Committee.</p>	SW