

Minutes of ASKA Swimming Club Annual General Meeting 18th March 2018

Agenda

Club chairman's Review	Andy
Club membership status	Andrew
Financial report	Sue
Safeguarding	June/Kevin
Swim 21	Kevin
Competitive swimming	Lucia
Fin swimming	Dave
Merchandise sales	Vicky
Club captain's report	Hannah
Election of committee roles	Andy/Lucia
AOB	

The reports prepared for each section have been compiled into a single file. These minutes do not attempt to repeat the content of the reports, only actions, decisions and ideas are captured below. The AGM collated reports and these minutes will be shared on the Club website ACTION ANDREW

Club Chairman's Review

Need to further develop swimmers voice in 2018. Idea to collect feedback from the swimmers after each session via seesaw.

Awards need to be managed in 2018. Two parents have offered to help (see election to roles below).

Aim is to set up regular (e.g. once a term) time-trial and beep-tests/heart rate monitors ACTION ANDY

The club needs more coaching staff. Some parents have offered to become coaches. A variety of proposals to ensure mutual benefit to both the volunteer and the club were discussed. The proposals were taken off-line to work up and decide via the Committee What's app group. After the meeting the following decision was agreed:

The Club will pay for the coaching course of adult volunteers. The volunteer will be asked to provide 24 hours coaching for the Club. This will be paid at £15/hr (unless the individual opts out of being paid). Travel expenses will be borne by the volunteer. Note that the figure of 24 hours is based on an estimate of 2 hours coaching per week for 3 months.

The club will reward senior swimmers for their commitment to the Club by paying for coaching courses or life guarding courses in full. NB Abbey is 16 in October and James is already 17.

We have the offer of extra pool hours. The idea is to use this to give a Performance squad 30mins on their own. Decide which 30mins to take up. ACTION ANDY

When extra coaches are qualified, further pool hours (on a different night) could also be an option.

Club Membership Status

Trial "night" will now be the third week of the month (as opposed to the 3rd Weds)

Idea: create Web form to collect new member information. This includes swimmers moving up from Northgate.

Financial Report

Finances are healthy. (See report)

Safeguarding

Need to ensure all committee members have correct DBS ACTION KEVIN

Share information (e.g. risk assessments) with University to build confidence ACTION KEVIN
Buy T-shirts for coaches to wear poolside to make them easily identifiable by the Lifeguards / parents.

Competitive Swimming

Create a video of what to expect at a gala ACTION HANNAH

Add Diddy gala to the events schedule for those swimmers age 8 coming through that can't enter other galas

Idea: Collaborate with Winsford and Chester to do a friendly gala

Idea: Join forces with Chester SC to enter the Area league

Decision to purchase two "swimmer of the day" trophies for a gala for Andy to award. ACTION ANDY

For each competitive swimmer the % gaps to Cheshire times spreadsheet that Andy maintains will be published on SeeSaw. This information is in public domain in any case. ACTION ANDY

The rate to pay a coach to attend a gala are £25 per session plus travel expenses

Fin Swimming

Idea: Take the fins to Winsford (or elsewhere) to do a Demo to stimulate interest

Find out why some fin swimming members have dropped out to see if there is something we can do differently ACTION DAVE

Merchandise Sales

Idea: opportunity to investigate cheaper T shirts as we only just break even on these. ACTION VICKY

Stock up before the ASKA gala in June and run a stall there. ACTION VICKY

Club Captains Report

Idea to run a Social weekend early in September when schools have returned.

Idea to investigate a swim camp week in UK or Europe

Idea for Club Captain to meet swimmers who come for a trial

Election of Roles

The outcome of election to roles was as follows:

Club Chairman – Andy Griffith

Membership Secretary – post vacant*

Club Treasurer – Sue Gifford

Welfare Officers – June Symes, Kevin McCann

Swim 21 Co-ordinator – Kevin McCann

Club Secretary – Lucia McCann

Fin Swim Section Leader – Dave Naylor

Shop Manager – Vicky Hutchinson

Communications Manager – Andrew Searson

Publicity Officer – Nia Waganaar

Social Secretary – post vacant

Awards Officer – Julie Watts. (Supported by Helen Tiffin)

Workforce co-ordinator – post vacant

Andrew Searson stood down from his post as Membership Secretary and was resoundingly thanked for all his hard work by the meeting.

*since the meeting, (on the Club Committee What's app) Kevin McCann was proposed as Membership Secretary by Andrew Searson, and seconded by Lucia McCann. Kevin McCann is duly elected.

AGENDA

CLUB CHAIRMAN'S INTRODUCTION	ANDY
CLUB MEMBERSHIP STATUS	ANDREW
FINANCIAL REPORT	SUE
SAFEGUARDING	JUNE/KEVIN
SWIM 21	KEVIN
COMPETITIVE SWIMMING	LUCIA
FIN SWIMMING	DAVE
MERCHANDISE SALES	VICKY
CLUB CAPTAIN'S REPORT	HANNAH
ELECTION OF COMMITTEE ROLES	ANDY/LUCIA
A.O.B	



THE STORY OF 2017/8



Pool time reduced to 7 hrs a week exclusively at Uni.

Membership secured at over 100 swimmers.

Committed committee who have been leant on more than ever! 😊

Competitive swimmer group growing all the time with more and more exciting prospects coming through the ranks!

Gala calendar secure.

We lost Oz the legend. 😞

Fin swimming continued and remains popular. 🐬

Much improved relationship with Uni.

Potential to join forces with Chester SC to enter Arena League.





ASKA Levels

	ASKA Club Level 1			ASKA Club Level 2	ASKA Club Level 3	Level 4
	1			2	4	6
	£22.50			£30.00	£35.00	£39.00
	Donna	Wes	Donna	Andy/Wes		
	Sunday 4pm - 5pm Sunday 5pm - 6pm	Wed 6pm - 7pm Wed 7pm - 8pm	Friday 5pm - 6pm Friday 6pm - 7pm	Wednesday 6-8pm	Friday 5pm - 7pm	Sunday 4-6pm/5-7pm
	4 lanes (35)	1 lane (8) x 2	1 Lane (8)	4 Lanes 32		



Plan for 2016/7 - Progress

Consolidate what we have. ✓

More structured training cycles. ✓

Streamline processes. ✓

Develop Swimmers' voice. — *

More regular awards. NTP etc. — *

Social events & Fun Galas. ✓

Membership retention - investigate! — *

Continue to challenge all levels so they fulfil their potential! — *



Plan for 2017/8

Develop Swimmers' voice. *

More regular awards. NTP etc. *

Time trials / tests. *

Purchase HR monitors to track swimmers' effort ✓

Raise awareness of Land Training opportunities ✓

Improve communication channels. ✓

Improve nutrition levels up to and on gala days. *

Fin swimming committee. *

Collaborate with other clubs... friendly galas etc. *





Plan for 2018/9

Targets from previous year yet to be satisfied:

Develop Swimmers' voice.

More regular awards. NTP etc.

Time trials / tests.

Improve nutrition levels up to and on gala days.

Fin swimming committee.

Collaborate with other clubs... friendly galas etc.

New targets for 2018/9:

Introduce performance 'layer' within competitive swimmers.

Increase pool of coaches – parents trained up etc.

Reward senior swimmers for loyalty to club with qualifications.






Swimming Galas

ASKA Swimming Targeted Galas 2017

Jan 21 st , 22 nd , 28 th , Feb 4 th	Cheshire County Championships (County level) ✓
Feb 19 th	Splash n Dash, Liverpool Long Course (All) ✓
Feb 26 th	Swim Gwynedd AA & B Meet (Development) ✓
March 4 th	Neptune <u>Finswimming</u> Champs, Bristol (Fin) ✓
March 18th & 19th	Wigan Starter Meet (All)
April 2 nd	Bangor Diddy Meet (Development) ✓
May 6 th & 7 th	Wigan Starter Meet (All) ✓
June 11 th	ASKA Club Gala & Presentation Evening (All) ✓
June 17 th	Viking Sprints, <u>Leeds</u> (All) ✓
July 1 st	<u>Winsford</u> Summer Gala (All) ✓
July 15	Wigan Long Course Finswimming Championships (Fin)
Sept TBC	City of Stoke on Trent (Performance) ✓
Sept TBC	Holywell Club Champs (All) ✓
Oct TBC	Wigan Long Course Finswimming Championships (Fin)
Nov TBC	Junior <u>Cheshires</u> , Macclesfield (Development) ✓
Dec TBC	<u>Winsford</u> Christmas Meet (All) ✓
Dec TBC	British <u>Finswimming</u> Champs, London (Fin) ✓



Target Sheets

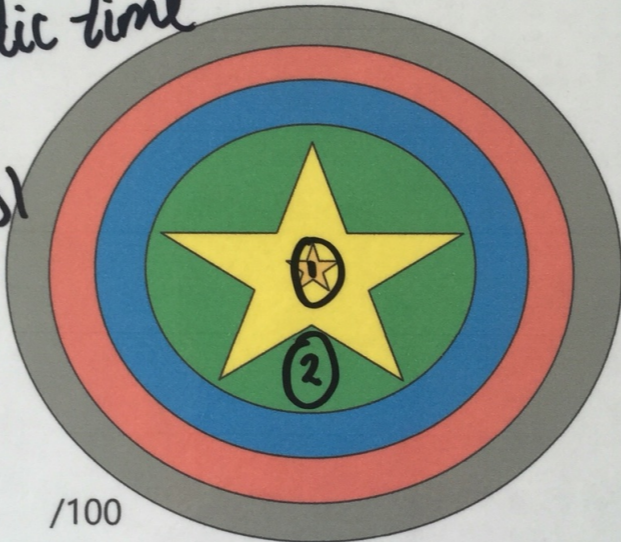

 Gala Target Record Sheet

Ben Hutchinson	Dob	29/11/2005	ASA	962085
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Meet : Wirral Metro Christmas Meet, 19th & 20th Dec 2015

#	Event	Entry	PB	Cheshire '16	Target	Recorded Times (Placings)
6	Boys9&0 50m Free	NT	NT		00:58.00	50.48 (10)
13	Boys 9-18 Back Stroke	NT	NT		00:59.00	1:03.66 (11)

★ fantastic time for your front crawl



40/40

ASKA Points: /100

1	= Within 30% of Target	15	= Within 5% of Target
5	= Within 20% of Target	20	= Achieve Target
10	= Within 10% of Target	25	= Beat Target by 5% or more

Personalised Timings

	PB	Target	Times to beat (secs)					
Boys9&0 50m Free	NT	00:58.00	00:55.10	00:58.00	01:00.90	01:03.80	01:09.60	01:15.40
Boys 9-18 Back Stroke	NT	00:59.00	00:56.05	00:59.00	01:16.70	01:04.90	01:10.80	01:16.70

★ Super proud of you Ben! No DQs and 2 great times!



Personal Best Tracking

Nia Jones		Age on 31/12/16		12.7
Event	PB	PB in sec	% progress against Cheshire 12 yr old QTs	
50m Free	00:37.86	37.86	91.13	34.5
100m Free	01:30.09	90.09	85.47	01:17.0
200m Free	03:17.94	197.94	85.68	02:49.6
400m Free	00:00.00			05:48.0
800m Free	00:00.00			11:50.0
1500m Free	00:00.00			
50m Backstroke	00:46.46	46.46	89.32	41.5
100m Backstroke	01:37.99	97.99	91.85	01:30.0
200m Backstroke	00:00.00			03:07.0
50m Breast	00:50.55	50.55	91.00	46
100m Breast	01:50.89	110.89	93.04	01:43.2
200m Breast	03:56.46	236.46	93.46	03:41.0
50m Butterfly	00:43.18	43.18	94.95	41
100m Butterfly	01:47.29	107.29	94.95	01:34.0
200m Butterfly	00:00.00			03:28.0
100 IM	01:33.23	93.23	92.89	01:26.6
200m IM	03:23.83	203.83	95.67	03:15.0
400m IM	00:00.00			06:46.0





ASKA Committee Roles

1. Chairperson

Role of the Club Chairperson

The Club Chairperson is seen as a figurehead, ambassador and a principal officer for a club. A Club Chairperson is an elected member of the committee with responsibility for overseeing the running of the club.

Duties of the Club Chairperson

- Provide direction and leadership to the club.
- Be one of the signatories on the club's bank account, as per the club constitution.
- Chair and control the meetings of the management committee.
- Be involved, where appropriate, in the coordination of all club activities.
- Oversee decisions made by the management, sub committees, officers and other club personnel.
- Present the annual report in conjunction with the Secretary.
- Present the annual accounts in conjunction with the Treasurer.
- Consult with the Secretary on the content of the agenda and minutes of meetings.
- Help ensure the correct and smooth running of all aspects of the club in accordance with its rules, constitution and by-laws and also ASA law and UK law.
- Ensure that statutory documents and other returns are filed on time.
- Maintain a good working relationship with the pool providers(s).
- Advise the Treasurer on the use and investment of club funds. Report to the officers of the management committee at the first opportunity of any instant decisions taken, and ensure that all policy decisions are ratified by the management committee.
- To deal with issues as and when they arise
- To fulfil any club requirements, i.e. events and club management meetings.

Skills and qualities required

- Enthusiastic with a good knowledge of the sport and club.
- Be well organised and able to delegate.
- Have the ability to control meetings.
- Be a confident public speaker.
- Be unbiased and impartial.
- Demonstrate strong leadership skills.
- Be approachable, diplomatic and helpful.
- Have the ability to maintain harmony between the club and committee.

Level of commitment required

This will vary from club to club, but will include attendance at club meetings and could include attendance at meetings with the Local Authority, pool operators, and ASA and County Sports Partnership staff. There will be other time commitments in addition to this in order to fulfill the above criteria.

Term of office

This will vary according to club constitutions and club election processes. Some clubs have rules stipulating that a new Club Chairperson should be appointed each year, or impose a limit to the number of times a person can be re-elected, to prevent one person remaining in post for too long.



ASKA Committee Roles

2. Workforce Co-ordinator

Workforce Coordinator

Role of the Workforce Coordinator

A Workforce Coordinator is responsible for overseeing the volunteers and staff within a club, e.g. secretaries, coaches, committee members, officials and helpers, etc.

The role of the Workforce Coordinator is not to line manage, but to ensure volunteers have a meaningful and enjoyable experience, to recruit the right volunteers to the right roles, and provide appropriate training, support and recognition. The Workforce Coordinator should report to the Club Chairperson.

Duties of the Workforce Coordinator

- To act as a main point of contact for volunteers and staff within the club.
- To be responsible for creating and implementing a Workforce Development Plan.
- To build effective relationships with all club volunteers, staff and the ASA County Workforce Coordinator (if in place).
- To coordinate and help organise training for the club workforce.
- To ensure all members of the club workforce have role descriptions.
- To be responsible for leading the recruitment, induction and support of all club volunteers, in association with others.
- To establish and manage a volunteer recognition programme within the club.

Skills and qualities required

- Enthusiastic with a good knowledge of the club, and the volunteer roles required.
- Be an excellent communicator.
- Have a knowledge of and empathy for volunteer needs.
- Have good organisational skills and the ability to delegate.

Level of commitment required

This will vary from club to club, but will include ongoing weekly responsibilities, particularly in reference to recruiting and inducting new volunteers, and supporting existing volunteers.

Term of office

This will vary according to club constitutions and club election processes. Some clubs have rules stipulating that a new Workforce Coordinator should be appointed each year, or impose a limit to the number of times a person can be re-elected, to prevent one person remaining in post for too long a period of time.



ASKA Committee Roles

3. Treasurer

Treasurer



Role of the Treasurer

The Treasurer of the club is responsible for producing and managing the club's accounts and finances and will be responsible for all income and expenditure for the club. Benefits of the role including being able to contribute to a well-managed and governed club and to have the potential to grow and develop the club's finances. The Treasurer should report to the Club Chairperson.

Duties of the Treasurer

- To be responsible for all club finances by ensuring adequate accounts and records exist.
- To plan the annual budget in agreement with the club committee and to monitor throughout the year.
- To prepare end-of-year accounts and present to the auditor, management committee and AGM.
- To ensure that all funds are used appropriately and banked promptly.
- To plan floats with members who would need to collect or pay out cash and make them aware of procedures.
- To maintain up-to-date records of all transactions and records of income and expenditure.
- To be responsible for maintaining records of any wages/salaries paid and for meeting the requirements of HMRC.

Skills and qualities required

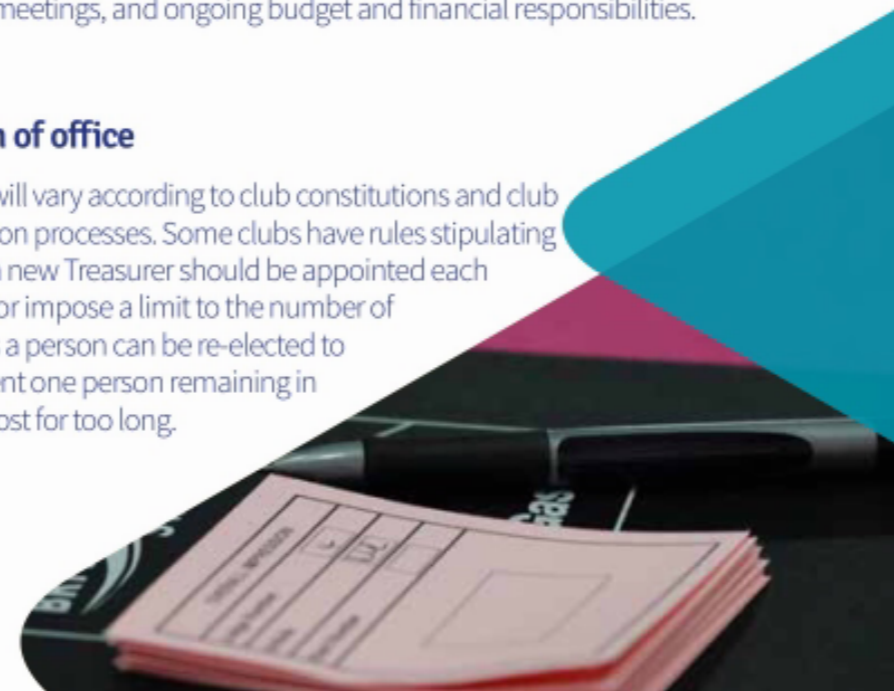
- Enthusiastic with a good knowledge of the club and its financial position.
- Have a financial background and good knowledge of managing and producing accounts.
- Have a knowledge of using and producing accounting spreadsheets or other accounting systems.
- Be reliable and honest.
- Have a knowledge of various banking systems such as direct debit.

Level of commitment required

This will vary depending on the size of the club, but will include attendance at club meetings, and ongoing budget and financial responsibilities.

Term of office

This will vary according to club constitutions and club election processes. Some clubs have rules stipulating that a new Treasurer should be appointed each year, or impose a limit to the number of times a person can be re-elected to prevent one person remaining in the post for too long.



ASKA Committee Roles

4. Secretary

Role of the Club Secretary

The Club Secretary provides a central point of contact for administration, information and communication. It is the Club Secretary who initially deals with all correspondence and communications, and is key to the smooth running of a club.

The Club Secretary also provides a link between members, potential members and external organisations, e.g. pool operators, local authorities and the ASA Regions. The Club Secretary should report to the Club Chairperson.

Duties of the Club Secretary

- To act as a main point of contact for the club, maintain records and information in relation to queries, all administration and communications.
- To deal with the day-to-day running of the club including all internal and external correspondence.
- To process and deliver appropriate correspondence and information to and from county, regional and national ASA levels.
- To organise committee meetings and AGMs, prepare agendas, take minutes, and distribute and communicate these as appropriate.
- To liaise with other club committee members to ensure all appropriate administration is in place.
- To have a knowledge and understanding of the roles and responsibilities of other club committee members.
- To maintain up-to-date contact details of all members, committee members, other key club personnel and ASA secretaries at national, regional and county levels.

Skills and qualities required

- Enthusiastic with a good knowledge of the club and people within it.
- Be an excellent communicator with good verbal, written and IT skills.
- Have good administration skills, including word-processing and minute-taking.
- Have excellent organisational skills.
- Have the ability to maintain confidentiality.
- Have the ability to work in partnership with others, both inside and outside the club.
- Have the confidence to represent the club at external meetings.

Level of commitment required

This will vary from club to club, but will include ongoing weekly responsibilities, particularly in dealing with correspondence.

Term of office

This will vary according to club constitutions and club election processes. Some clubs have rules stipulating that a new Club Secretary should be appointed each year, or impose a limit to the number of times a person can be re-elected to prevent one person remaining in post for too long.





ASKA Committee Roles

5. Welfare Officer

Role of the Welfare Officer

Every club **should** have a Welfare Officer and every swim 21 club **must** have a Welfare Officer.

This role is essential in providing a first point of contact for children, parents and adults within the club who have a child safeguarding or welfare concern. In partnership with the club committee, the Welfare Officer ensures that the club is adopting and implementing child safeguarding policy and procedures which are necessary for it to demonstrate its duty of care to children.

The importance of the role cannot be underestimated – you may become involved in the most private aspects of a club member's life and take part in meetings and discussions with the Police and Statutory Agencies in order to safeguard a child/children.

Clubs can choose to have more than one Welfare Officer – often one male and one female officer is helpful.

It is recommended that the Welfare Officer does not hold another position on the club committee, and is not an active teacher or coach at the club. In addition, the Welfare Officer should not be related to other members of the committee or members of the coaching team. This recommendation is made to avoid difficulties and conflicts of interest that could arise from a club member wishing to refer a concern to the Welfare Officer but feeling unable to do so.

We are aware that for some clubs it may not always be possible to recruit a truly independent Welfare Officer, and those clubs should therefore appoint a second or standby Welfare Officer. This means that, should a conflict of interest arise, the concern can be referred to the second Welfare Officer who could be someone else at the club able to meet the requirements of the role. Where a second Welfare Officer cannot be recruited, some clubs have made an agreement with the County or Regional Welfare Officer to assist in circumstances where the Welfare Officer is conflicted.

Duties of the Welfare Officer

- To assist the club to put Wavepower, the ASA's Child Safeguarding Policy and Procedures document, in place.
- To assist the club to put implementation plans in place for child safeguarding.
- To be the first point of contact for club staff, volunteers, young people, and parents for any issues concerning child welfare, poor practice or potential or alleged abuse.
- To ensure that all incidents are reported correctly and referred, in accordance with Wavepower.
- To act independently and in the best interests of a child at the club, putting their needs above that of others and the club itself.
- To ensure that all relevant club members, volunteers and staff have a DBS Enhanced Disclosure and the opportunity to access appropriate child safeguarding training.
- To ensure that ASA Wavepower procedures for the safe recruitment of staff and volunteers are followed.
- To ensure that all appropriate existing staff or volunteers have an up-to-date DBS Enhanced Disclosure. These should be updated every 3 years.
- To be aware of, and have a note of contact details of, the Local Children's Services, Police, Local Authority Designated Officer and Multi-Agency Safeguarding Hub and the ASA Safeguarding Team.
- To ensure that Codes of Conduct are in place for club staff, volunteers, coaches, competitors and parents.
- To sit on the club management committee to advise on child safeguarding issues or be in attendance as necessary.
- To ensure confidentiality is maintained and information is only shared on a 'need to know' basis.



Welfare Officer

Skills and qualities required

- Have a child-centred approach.
- Have basic administration and record-maintenance skills.
- Have excellent communication skills.
- Have confidence when referring cases externally.
- Have the ability to ensure policy and procedures are effectively implemented.

Level of commitment required

This will vary from club to club, but will include attendance at club meetings and dedicated time should any child protection concerns be raised.

Term of office

This will vary according to club constitutions and club election processes. Some clubs have rules stipulating that a new Welfare Officer should be appointed each year, or impose a limit to the number of times a person can be re-elected, to prevent one person remaining in post for too long a period of time.

Getting started

Training required

- SCUK Safeguarding and Protecting Children Workshop or approved accredited Local Safeguarding Children's Board equivalent.
- ASA/NSPCC Child Protection in Sport Unit "Time to Listen" child safeguarding training for designated persons. Please refer to www.swimming.org/volunteering for details of courses running in your area.

Tools for the role

As the Welfare Officer you will need copies of the following resources:

- Wavepower, the ASA Child Safeguarding Policy and Procedures.
- NSPCC Child Protection in Sport Unit document "Safe Sport Events, Activities and Competitions".
- ASA Child Welfare Complaints Process shown in the ASA Handbook.
- Wavepower/Swimline poster in order to publicise their contact details to the club.

Additionally, 'Child Power leaflets' can be requested from the ASA Safeguarding Team to be distributed to the club's young members.





ASKA Committee Roles

6. Public relations/
communication officer

Memberships

Incoming training fees per month (March) £3077.00 (compared with £3492.00 March last year)

Currently have 114 registered swim members (130 this time last year):

Last year:

This year:

Level 1 – 76

Level 1 – 60

Level 2 – 16

Level 2 – 28

Level 3 – 18

Level 3 – 13

Level 4 – 20

Level 4 – 13

2018 SE fee payments (129 members):

- 63 swimmers Cat 1 @£20 (76 last year) - £1260
- 51 swimmers Cat 2 @£35 (54 last year) - £1785
- 15 committee/coaches Cat 3 @£11.50 (14 last year) - £172.50
- Regional fees - £50
- County fees - £35
- Total SE fees: £3302.50 (£3656 last year)

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- Total SE fees: £3302.50 (£3656 last year)

2017 Plans:

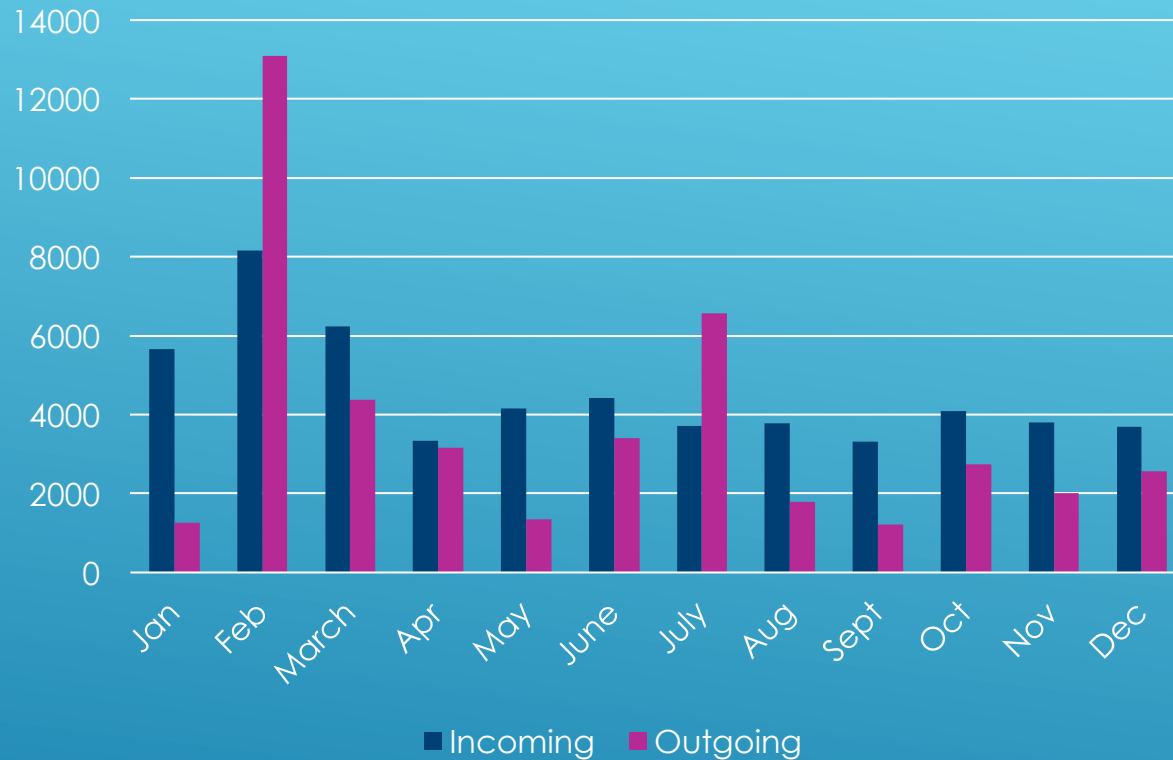
- Still approaching full capacity/ introducing waiting lists? Numbers are slightly down on last year so this is less of an issue. Also a lot of swimmers have moved up lanes to relieve starter lane.
- Need to streamline registration process further. All membership enquiries should now be coming through membership secretary only. Could still tighten this up slightly!
- Look again to introduce once a month trial night to ease registration process (3rd Wed of month?) This has worked well on the whole.
- Still issues with non-payments on 1st of month – less so than previously. Much improved – finally!!
- Need to change mindset of new swimmers, especially at Northgate – change perception that we are a club, not just swimming lessons (Link?) Northgate swimmers have now moved back to being under Saltney SwimSchool which makes more of transferring to the club at the uni pool.

2018 Plans:

- Change of training level. This requires change of Standing Order payment so if this could be done at the start of the month with prior warning this will mean the payment change should be smoother, therefore less chasing of payments in arrears/part-monthly payments.
- Still need to streamline registration process further. If all membership enquiries could come through the website trial form, including those from Northgate, it would make the whole process more consistent.
- Continue with monthly trial night - 3rd Wed/Fri/Sun of month, depending on which sessions are available/desired.

ASKA ACCOUNTS SUMMARY 2017

Cash Flow



Underspend £10807.33

Reasons for under spend:

- Reduced coaching fees due to Oz leaving
- Reduced pool hire fees due to Uni pool refurb issue
- Less equipment bought during 2017
- More efficient gala entry payment system

Ideas for 2018 spend:

- Digital wall mounted stop clock
- Heart rate monitors
- Competition diving block
- Increased pool time at Uni

SAFEGUARDING

Highlights

- Deputy Welfare Officer (WO) in place – ideal now that we have male & female WOs.
- Deputy WO completed SG course on 14/3/18.
- Clarity on photography achieved & shared with all club members/parents/carers who attended ASKA Gala in June 2017.
- Pool training risk assessments reviewed & updated to allow us to train in other pools.

Lowlights

- DBS on all committee members continues to be a work in progress.

Next Steps

- Offer Merseyside Sports Partnership or SportsCoachUK safeguarding course to committee.
- Progress DBS updates with committee members.
- Share information with University including list of named coaches for both regular and fin swimming sessions to assist LGs (a Who's Who to complement the updated risk assessment and minimise any unnecessary concerns).

SWIM 21 / SwimMark

Highlights

- Re-accredited in 2017.
- Great support from committee & coaches to complete new Safeguarding training.

Lowlights

- Number of people trained on official Swim England endorsed Safeguarding courses (we needed 4 and we had 4).

Next Steps

- New swim21 system called SwimMark – full re-accreditation every 2 years with an annual “health check”.
- Our next “health check” is due in May18.



COMPETITIVE SWIMMING REPORT

THE GOOD

- MIX OF PERFORMANCE AND DEVELOPMENT MEETS
- VIKING GALA IN LEEDS: 32 ENTRY AND FAB SOCIAL
- NEW EVENTS : WIGAN AND BOLTON GOOD ADDITIONS TO CALENDAR
- MOST EVER ENTRIES TO CHESHIRE CHAMPS
- WE HAVE 2 TRAINED OFFICIALS
- MORE GALAS SWITCHING TO SPORTS SYS ENTRY SYSTEM
- PROCESS OF ENTRY, COMMUNICATION AND PAYMENTS GENERALLY SMOOTH

THE BAD AND THE UGLY

- WASTED EFFORT ENTERING (FULL/DISORGANISED @ WREXHAM/CONWY)
- NOT ENOUGH PROMOTION OR ENCOURAGEMENT TO "HAVE A GO"

2018 PLAN

- ORGANISED EVENT CALENDAR PUBLISHED ON WEBSITE, EARLY MEET PACKS AND OPEN CLOSE NOTIFICATIONS CLEAR

IDEAS

- EVENTS WITH LONGER DISTANCES
- STOP COLLECTING TIMES FROM PARENTS FOR SPORTS SYS ENTRIES
- FURTHER DEVELOP THE WEBSITE AS A ONE-STOP-SHOP FOR GALA MANAGEMENT
- WHAT'S A GALA LIKE? VIDEO

2017 Facts & Figures

43
swimmers
entered
galas

11-15
typical
swimmers
per gala

7 Min
32 Max
swimmers
in one gala

9
most events
entered by
a swimmer

5
Typical
galas
entered per
swimmer

15
swimmers
entered
2 events

2017	Gala Name	System	2018	Gala Name	System	Type	Age
Jan	Cheshires	SS	Jan 20/21/27	Cheshire County Champs	SS	Performance	All
Feb	Menai AA & B	SS	Feb 3/4	Cheshire County Champs	SS	Performance	All
Feb	Splash n Dash L'pool	HY	Feb 18	Splash n Dash L'Pool	SS	Devt. (50m)	All
Mar	Wirral Metro Spring Open	HY	Feb 25	Swim Gwynedd Menai AA & B	HY	Perf + Devt	All
Apr	Bangor Diddy	HY	Apr 22	Denbighshire Development meet	HY	Perf + Devt	All
May	Wigan Starter Meet	SS	May 12/13	Wigan Starter Meet	SS		
Jun	Viking Leeds	own	June 16	Viking Leeds	own	Devt	
Jun	ASKA Gala	none	June 9	ASKA Gala	own	Devt	
Jul	Winsford	HY	July 7	Winsford Summer Meet invitational	SS	Perf + Devt	
Sep	Holywell Invitational	HY	Sep	Holywell Club Champs invitational	HY	Devt	
Oct	Conwy Autumn Meet	HY	Oct	SEEK new or Conwy Autumn Meet	?	?	
Nov	Macclesfield Junior Cheshires	SS	Nov	Bolton	SS	Performance	
Nov	Bolton	SS	Nov	Junior Cheshire Macclesfield	SS	Devt	max. 12
Dec	Winsford	SS	Dec	Winsford Winter Meet	SS	Perf + Devt	max. 14

Fin Swmming

2017	Gala Name
Mar	Bristol
Dec	British Champs, London

Fin Swimming

2018	Gala Name
Jun 16	Bath - 50m pool
Dec	British Champs, London

Notes:

Wrexham Crystal (Mar) was full hours after opening
Bangor Diddy has upper age limit of 12
Viking - big entry (great fun!)
Wigan (Nov) had too tough QTs
Conwy (Oct) was an organisational disaster!
Bolton was good, but performance QTs

Alternative Galas

Mar	Wrexham Crystal /Wirral Metro Spring
Apr	Bangor Diddy Meet
May	Trafford Spring
Jul	Holywell Summer Sprints
Sep	Stoke
Nov	Wigan (tough QTs)
Dec	maybe a second Menai AA&B?

ASKA SHOP

System works well. I get notification via paypal email of a purchase and deliver the products at the next training session.

Sales become more frequent when children are attending their first galas. A lot of sales at the June ASKA gala.

In the past six months we've sold three Hoodies, five TShirts and six hats.

The T-Shirts cost more to purchase and so profit is small – 53p compared to £5 profit from the Hoodies.

Current Stock

T Shirts

Youth	
X Small	3
Small	2
Medium	1
Large	2
X Large	3
Adult	
Small	3
Medium	1

Hoodies

Youth	
Large	2
X Large	3
Adult	
Small	1
Medium	2
Large	1

13 hats with me and some with Andrew.

Captain's Report - Hannah

Training

- It was extremely sad to lose Oz from ASKA this year as he had a big impact on us, particularly our Fin Swimming. I feel it would have been good to get some nutritional advice from him before he left. I know this was mentioned by Abbie last year and it was a very good idea. Do you think he would still do this for us?
- The sets that Andy delivers continue to improve our ability and are varied so remain fun and interesting. However, swimmers should be frequently reminded that the warmups and cool downs are very important and not for sprinting or cheating on as they might not realise that this has a big impact on their muscles particularly lactic acid.

Galas

- Good that Andy tells us when it's someone's first gala as we are very good at supporting them with advice, constructive feedback and a bit of comfort if they're nervous.
- Swimmers results continue to be fast, lots of PB's and exciting to think how fast some of our younger swimmers could be when they are my age.
- Seesaw works well for spreading the news but I do think that the training sessions could end or start with an announcement from the Coach or Captain if there's important news. For example, at the session before the Cheshire's this year I feel it would have been nice to announce that "on Sunday Swimmers will be taking part in the Cheshire Championships and we could all wish the named swimmers good luck".

The ASKA Team

- We are a very close-knit team and all talk to each other comfortably – we should always maintain this value as it's what makes ASKA different to other clubs.
- Possibly have a summer team day again this year as previous trips to London and particularly Surf Snowdonia were a lot of fun and great for team building. Maybe Surf Snowdonia again to build on our skills from last time.

Fin Swimming

- So enjoyable and the galas are fast paced and friendly. Be good to see more swimmers joining the fin swimming part of the club.

Future Ideas

- Could we look in to swim camps in the UK or Europe for the summer holidays please?
- Northgate Arena – could a senior member of the swimming team take it in turns to visit the younger children at Northgate once a month so it's not so scary when they move up to the Uni.
- Could the Club Captain meet and greet new swimmers when they come for their trial. This worked well with Isabella this year.
- Really looking forward to the Sports Relief swim on Friday evening and excited that parents want to get involved with it. Thanks for supporting my idea.