



# Welwyn Garden Swim Club

(Affiliated to East Region A.S.A, H.A.S.A and R.L.S.S)

Minutes of Annual General Meeting  
Monday, 7th March 2018

16 people attended.

The chairman, Derek Milton, reported the meeting open. The meeting was chaired by Chairman Derek Milton. It was stated that the meeting was being held in accordance with the rules of the Welwyn Garden Swimming Club and it was confirmed that the number of people present exceeded the required quorum.

## **1. Apologies for absence**

Joanna Grant

Tom Brennan

Lavita Menzes

## **2. Approval of 2017 AGM minutes**

The minutes were considered and accepted.

## **3. Matters arising from the 2017 AGM minutes**

No matters arising from the AGM minutes.

## **4. Chairman's report - Derek Milton**

At last year's AGM a committee of ten was elected, and although Laura Perry stepped down in October we have ended the year with twelve, thanks to Peter Jasko joining shortly after the AGM in March, Caroline Hughes in October and Nadine Green in January 2018. Fortunately when Laura left the committee Jo Grant volunteered to become the Fixtures Secretary, a role Laura picked up when she joined the committee in October 2015. Laura was also our Workforce Coordinator and in the absence of anyone stepping forward for that Catriona has been covering the role.

As stated last year Stuart Smith, who has been our Treasurer for the past 6 years, is not standing for re-election and he has handed over the role to Cath Ellerd-Elliot. The other eleven committee members are all standing for re-election but there have not been any other nominations, so we will start this club year with a committee of eleven, which is one fewer than the maximum that can be elected at this meeting.

Once again a significant help this year has been the club coach, Scott Clewlow and I am very pleased to announce that Scott will be continuing in



the role. The club survey in September made it apparent that many of the parents of our swimmers were not aware of the structure and preparation that goes into our sessions, hence an overview of this is now being sent to the membership.

Colin Connelly continues to be one of our Welfare Officers.

Sarah Hennessey continues to cover communications and Lisa Davis has recently taken up production of a newsletter which hopefully will be published several times a year.

Paul Carolan has handed the role of webmaster to Peter Jasko. Amanda Baskerville and Linda Palmeri, who have managed the swim shop since 2015, have just handed this over to Nhi Connolly and Jackie Hollingsworth.

The club secretary, Catriona Byres, has continued to cover SwimMark , formerly swim21. We believe we are in good shape for the forthcoming annual health check, although we have some way to go to meet the Swim England requirement that all members subject to a DBS check must also complete a safeguarding course. In addition this year, following questions raised by some of our teachers, significant effort has been put into ensuring we have appropriate policies and procedures in place to cover possible situations that are not embraced by SwimMark. This work is nearing completion but does require the Club Grievance and Disciplinary process to be updated and published.

It has been a reasonable year for pools, apart from the learner pool at Hatfield, which has been unavailable on numerous occasions. The better news from Hatfield has been new lane ropes and improvement of the changing village. Unfortunately the starting blocks are still not satisfactory, we still cannot get ropes on the outside edges of the outside lanes, and it is sometimes difficult to get support from the pool staff during our sessions.

The current membership is some 172. Of these 119 are ASA Category 1 swimmers, 12 are category 2 swimmers and the remainder are the category 3 people who support the club. The total number of swimmers has dropped by 14 from last year but we are limited by pool space and I think our swimmers must be attending sessions more consistently. The number on the waiting list has gone up to some 77 so, although some of these may not take up an offer to join, we should certainly be able to take on more members whenever pool space allows.

The coaches report will cover the Club Championships and competitive performance but I will mention officials.

We have again been fortunate that Bruce Burtenshaw has continued to support the club as a referee. Stuart Clewlow, Christine Clewlow, Steve Holmes and Tom Brennan have also been familiar faces on poolside as officials. However, in future Bruce will not be refereeing our home galas.

Also, Tom and Steve are reducing their involvement so we are still a long way from where we need to be with competent and qualified officials. However, it is encouraging that in February this year three of our older female swimmers and one parent attended a timekeeper course and three of our timekeepers attended a J1 course. Also some of our newer timekeepers are happy to take



the chief timekeeper role. We have a further 8 parents who have agreed to take the timekeeper course but were not able to attend in February, so we now have the challenge of finding another course or arranging one within the club.

We had the now customary volunteer appreciation evening earlier in July than previously but this did not seem to increase the numbers attending. Once again some 30 swimmers were at a Peanuts Squad celebration in September. The presentation evening was held successfully in January but, as happened last year, it was a disappointment that a significant number of the older swimmers did not make it to receive their awards.

Regrettably we have not managed to reintroduce the fun gala or Christmas roller disco.

The lifesaving will be covered by a separate report.

Let me remind you that although much of the running of the club is done by the committee, our head coach and the teachers, we are also very dependent on other supporters. As previously I thank all these people, and the swimmers, for their dedication to the club.

## **5. Treasurer's report - Stuart Smith**

This is the last AGM for me. At the end of the meeting I will be stepping down as treasurer and Cath Ellerd-Elliott is taking over.

The accounts this year show we have made a loss of £1024.

The Accounts Membership is showing £1400 less than previous year, this is because the previous year's membership was inflated by us collecting the ASA fees and the end of the year. Removing this element would effectively show our membership staying the same.

The pool hire is lower this year due to late invoicing from Hitchin pool for the time trials and club champs totalling £1100 paid in January 2018

This year the club has provided funding for the following training:

- 7 x Lifesaving training
- 0.5 x Level 1 training

### **Other things the club paid for / subsidised:**

- Storage unit for gala equipment
- Volunteer appreciation evening
- Presentation evening



- Affiliation to Swim England and IOS (Coaches and helpers)
- Goldstone & Isabel Galas
- Peanuts Party
- Head Coach fees.

The accounts have been audited and signed off by Gurmel Singh. Next year as Cath will be treasurer, I will be auditing the accounts.

The treasurer's report was unanimously accepted

## **6. Club Coach report - Scott Clewlow**

Since the last AGM I have seen a real improvement in most if not all of the club! Which is a great sign for the future!

Last year in the Herts Major League (HML), division 3 was in jeopardy of folding due to lack of clubs entering in that division. There was only 2 'usual' clubs, ourselves and Stevenage 'B', but to make the league viable, 2 Division 1 teams (Watford & Bishops Stortford) put in 'B' teams, who had to start from the bottom - div 3. These Div 1 'B' teams were ultimately way too strong, training just as much as the A teams. We managed to compete & win in some events, but in the end the 1<sup>st</sup> and 2<sup>nd</sup> places were out of reach, we came 3<sup>rd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> (by 2 points) in round 1, 2 and 3 respectively, leaving us 3<sup>rd</sup> overall in the league standings. Despite the overall result, we had some successful swims, with many PB's achieved plus many fastest times swam per race - age group specific. We were also struggling to field an open team in both males and females, leading to swimmers having to swim up age groups.

Following the HML, we had one swimmer - Ethan Baskerville - enter Costa open meet. He attained 4 PB's and 4 1<sup>st</sup> places/Golds.

We were once again invited back to Stevenage's Development meet, which is targeted at swimmers who are new to the open meet experience and potentially medals in each event for the top 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> in their age groups for both male and female. Following on from the success of the previous year, we had another very successful meet! We had 13 swimmers enter 34 events, of them 26 swam PB's and 18 medals (8 gold, 5 silver, 5 bronze).

In the Peanuts we had to unfortunately swim overage swimmers, as we did not have sufficient 9-year-old girls - something we have actively been sought after to rectify the issue. Plus we were struggling for numbers in other age groups, having to swim up younger swimmers. However those who did swim, did well, with many PB's and fastest times swam per race - age specific. With the automatic DQ's of overage swimmers coupled with a few technical infringements, resulted in a lot of dropped points, thus we came 5<sup>th</sup> (by 1.5 points), 4<sup>th</sup> (by 2 points) and 4<sup>th</sup> in round 1, 2 and 3 respectively, leaving us



joint 4th place overall in the league standings.

In the Goldstone gala, we entered 2 teams (Team Honey and Team Bee), which was great to provide the opportunity to compete on behalf of WGSC to many more swimmers! We were very competitive in the Gala, apart from Ware who ran away with the win (91 points). It was close and competitive for most teams. Unfortunately We were 4<sup>th</sup> by 3 points! Also due to some force over aged or lack of swimmers in the 'Bee' Team, we came 7<sup>th</sup>, beating Borehamwood. I cannot fault the effort and good performances of the swimmers.

We were invited to the Letchworth outdoor gala. We struggled to get a team together, only managing to have 12 swimmers available, which is a shame because it was a fantastic day (weather wise) and those who swam did well and enjoyed the 50m experience. Unsurprisingly, we came last (5<sup>th</sup>), having to forfeit points in half the races due to lack of swimmers.

We were invited and attended the London Aquatic Centre Gala (Olympic Gala), however this year it was to be handicapped to help even out the scores from the 'bigger clubs' to the others. In doing so, we (WGSC) were not given a handicap, along with similar clubs to us; Buntingford, Broxbourne & Letchworth. Handicaps were given to Hertford (100), Tring (80), Royston (80) and Ware (30). This resulted in us coming 6<sup>th</sup>/8 overall, beating most of the other similar non handicapped clubs, however Letchworth beating us by 16 points. We also struggled to field open swimmers, for both male and female swimmers, requiring younger swimmers having to swim up.

Coming back from the summer break, we had the opportunity to send a few swimmers to a county development day. The eligible swimmers (age related) were randomly selected, and offered a space on the development day. It was well attended by many clubs, swimmers and coaches. Those who attended found it useful for starts and turns.

We had the Isabel gala, which we once again entered 2 teams. Good swims, and competitive racing by all swimmers, We came 4<sup>th</sup> by 3 points. The other WGSC team was hampered by the limited range of swimmers, thus many DQ's due to not enough swimmers in the right age groups, coming 7<sup>th</sup>/7. Both teams were lacking open swimmers, especially females.

The Baskerville brothers (Ethan and Oliver), entered the Luton open meet, Ethan gaining 2 county consideration times, and Oliver scooping a gold and Bronze medal!

All this perceived improvement in performance was making me excited for the Club championships, hoping for them to be really competitive and seeing if/how many club records could be broken! With some swimmers at their



oldest age in their category, and in good shape, I was quietly confident many records would be broken, however many swimmers were not present either due to injury, personal reasons or family commitments. Despite the lower participation numbers, there was still a handful of 6 new records! Tom Watkins Achieved U12 Fly & Medley (my old record!), Oliver Baskerville U10 Free & 220 yard, Matteus Labiak U16 Breast & Dan Ireland U14 Breast. The one big disappointment as previously mentioned, was the lack of participants, especially in the open age groups, having one girl and NO boys. I hope participation will improve going forward.

In December we were invited to the Ware Portch Memorial Gala, which is hosted by ware as their pre-Christmas gala. This gala was a very high standard, as the teams invited were Hertford, Hoddesdon and 2 Ware teams. With this in mind we did really well, as most events were min 50m (swam to division 1 standards) and a rarity of 50m relays for ourselves. Despite all this we came a respectable 4<sup>th</sup>/5 beating the ware 'B' team, and only 8 points behind 3<sup>rd</sup> place Hoddesdon, who we were competing with throughout the gala. We were not being ashamed in such high standards, achieving 3x1<sup>st</sup> places, amongst other really good performances.

The Baskerville Boys once again entered the Costa winter meet, walking away with 7 medals between them. Plus Ethan who had since joined Hatfield and felt bad entering the WGSC club champs, so declined to do so, achieved 5 county qualification times for different events and an additional consideration time in another. Plus Time for the East Regional Champs in May.

Coming back from Christmas break, we had one squad training session before our HML R1 (Div 3). I did not underestimate the challenge we was going to face, especially with the current lack of competing open swimmers. Resulted in coming 4<sup>th</sup>/5 overall on the night, close to Letchworth in 3<sup>rd</sup> (by 10 points). However Berkhamsted 'B' (Div 1 'A' team) and Hitchin (who haven't competed in HML for years, so had to start from the bottom, Div 3, probably solid Div 2 if not Div 1 team) out-shown the competition. Still a strong performance from our swimmers, with many PB's and 6 x 1<sup>st</sup> places. Plus good performances from U16 who had to swim up to cover Open events.

We had a very strong showing in round 2, despite our lack of open swimmers. Once again the U16 stepped up and covered most of the open events. We were doing really well, especially starting off strong, resulting in 9 x 1<sup>st</sup> places, many 2nds and 3rds! Contrary to this belief of 2<sup>nd</sup>/3rd, we ended up 4<sup>th</sup> (by 2 points!) on the night, which I had to check the results as I believed we were 3<sup>rd</sup>, or closer to 2<sup>nd</sup>... 2<sup>nd</sup> were 13 points in front of us, which we would have been closer with 2 unexpected DQ's and we must have had as many 5ths as we did 1sts, which probably cancel each other out. The most important thing to me is the fact that swimming performances improved! From round 1 to round 2, only 5 races were slower (2 were DQ), meaning 44 races were faster!



On top of that, 15 swims/races were fastest we have ever swam! It is looking highly unlikely we will get promoted this year, however if the swimmers keep improving as they are, that is all I can ask for!

We were invited back to Stevenage development meet, on a rescheduled date this year. Unfortunately we had a low turn out of only 2 swimmers attending, which is a shame as it's such a good event and a good level for WGSC to showcase their talented young swimmers. Oliver entered all 6 events on offer, and walked away with a medal in every event, 1 gold 3 silver and 2 bronze, Plus 4 PB's! Rose entered 2 events, and came away with a silver medal, plus 2 PB's!

We were invited for the first time to Potters Bar Tape trophy gala, which was for peanuts age swimmers, as a build up to the peanuts league. However the competition was very strong, mainly Div 1 clubs! We had our own battle with Potters Bar 'B' which are in a similar league to us, actually got promoted last year peanuts from Div 3 to 2. We were beating them most of the way, but lost out in the end. Plus as with the peanuts age groups we were struggling to get enough swimmers of the correct age to fill a team, especially 9 year olds (boys and girls) and we only had 1 U11 girl and one U13 girl. We are constantly looking on the waiting-list to recruit swimmers of the correct age to help aid our gala teams.

Unfortunately we did not have any swimmers who qualified for Counties. Erin Hennessey entered some open meets but did not achieve county qualification or consideration times. Ethan Baskerville entered under Hatfield, and had a really impressive county champs. 3<sup>rd</sup> 100m back, 5<sup>th</sup> 100m free, 2<sup>nd</sup> 50m back, 2<sup>nd</sup> 50m Free, 11<sup>th</sup> 50m fly, 2<sup>nd</sup> 200m medley team & 2<sup>nd</sup> 200m free team. I am glad he has made the extra pool time pay in his favour! We have had positive feedback from Hatfield coaches on how excellent his technique is. And I and everyone at WGSC wish him and Oliver (as he has also joined Hatfield) all the best in their future swimming careers.

Additionally we have many opportunities ahead of us such as; the rest of the HML, Open meets, goldstone gala, Peanuts, Letchworth outdoor gala, golf/stroke efficiency, plus I hope to offer out any other opportunities that arise.

I myself, recently attended a Strength and Conditioning Course during the coaches development weekend. This gave an insight into training outside of the pool. This has given scope for progression in the future, plus identifying weaknesses in the swimmers.

I feel performance curtailed towards the end of last year, I believe this could have been something to do with the training, so I am monitoring all training sessions, and hoping to adapt and implement a different structure to training



towards the end of the year in the hope of improving in this aspect. The training structures are sent out to all the teaching/coaching staff regularly and from review of the club survey we have agreed to enlighten the parent & swimmers of the training plan from month to month also.

I hope I have been able to express how proud I am of the swimmers and what the club has achieved, and hope to further the opportunities to the swimmers in the future. If they keep up the good work in training and keep progressing as they have done then I see the club keep getting better and better and more 'competitive' while still maintaining our club ethos. Every swimmer to become the best they can be!

## **6. Life Saving Report - Stuart Clewlow**

Brian Booth was presented with a really nice gift from WGSC in recognition of many year service.



Brian was absolutely thrilled with it.

In the weeks leading up to drowning prevention week we ensured the lifesavers were proficient in CPR and use of AEDs. Charlotte Deane, Sean Archer, Ewan Marshall, Elise Marshall, Rebecca Jones, Elizabeth Jones and Tia Davis qualified in Life support and were able to help John London and Rod Reeves and our normal Sunday evening teachers with the Drowning Prevention Week event.

Sunday 25<sup>th</sup> June was the selected date for WGSC Annual Drowning Prevention Week event, for any members and their families to have a hands on experience of CPR on a manikins and see how easy AED (Automated External Defibrillator) are to use so if they are unfortunate enough to need to use one they do not have the anxiety of not knowing what to do. Rod Reeves Branch President & Lifesaving Coordinator of RLSS (Herts) kindly brought many manikins and AED trainers for us to see the differences between different makes and model of AED and to try CPR on Adult, Child and Baby manikins.

**Anyone who would like to try CPR and see AEDs in use is welcome to come to any session on a Thursday evening, but a little forewarning is required to ensure we have the necessary equipment that week.**

On Saturday 15<sup>th</sup> July there was opportunity for lifesavers to experience still water lifesaving at Rickmansworth Sailing Club and achieve badges. Charlotte





Deane and Bobbie Reeves were our only club members to attend and receive still water certificates. They also had fun using paddle boards etc. John London and Stuart Clewlow assessed lifesavers from other clubs.

On the evening of Wednesday 19<sup>th</sup> July there was an opportunity for WGSC members to take part in games at the Pool House Kimpton, Bobbie Reeves, John London and Stuart Clewlow attended.

Our annual trip to Frinton was moved to Saturday 16<sup>th</sup> September 2017 unfortunately the weather was not great and Rebecca Jones, Elizabeth Jones, Joseph Jones, Bobbie Reeves and Stuart Clewlow braved the elements to learn beach lifesaving techniques.

Rebecca and Elizabeth Jones were the first lifesavers John London has tutored to complete the Rookie Lifesaver Program receiving their Gold awards last summer and have now moved into the junior lifesaving Survive and Save Program. Well done to both of them.

Receiving comments from parents regarding times and age of attendees we have tried to become even more accommodating so younger swimmers are able to come for the early part of the session and older swimmers can come for all or part of the session to fit in with other commitments they may have.

We would rather they came when they can than not at all!

Our current youngest is Imogen Davis (5) and she has already received her first lifesaving certificate.

Winners of our 2017 lifesaving awards were.

Rookie Eddie Clewlow

Junior Tia Davis.

Senior Charlotte Deane.

## **7. Subscriptions 2018/2019 - Stuart Smith**

The committee have looked at the membership fees for the coming year and have decided to increase the membership amount due in April by around 4%. We have budgeted for expenses increasing by 8.6% and plan to use some of the clubs savings to cover the deficit.

The fees for 2018/19 will be as follows:



Number Swimmers in family	Fee After 15 <sup>th</sup> April or using Go Cardless	Full Payment Before 15 <sup>th</sup> April	£ Increase	% Increase
1	£ 275	£ 270	£ 10	3.8%
2	£ 505	£ 495	£ 20	4.2%
3	£ 545	£ 535	£ 25	4.9%
4	£ 585	£ 575	£ 30	5.5%
5	£ 620	£ 610	£ 30	5.2%
6	£ 655	£ 645	£ 30	4.9%
Lifesaving only	£ 138	£ 135	£ 5	3.8%

The subscriptions were unanimously accepted.

### **8. Election of Committee for 2018/2019**

The following members were nominated in accordance with Rule 15.5. Voting is not necessary as the number of nominations does not exceed the number of vacancies and they are thus declared to be elected as members of the committee.

Executive Officers:

Chairman – Derek Milton

Secretary – Catriona Byres

Treasurer –Cath Ellerd -Elliott

Elected members (maximum 9)

Audrey Archer  
Rebecca Bristow  
Joanna Grant  
Jane MacGillivray  
Kathryn Shaw  
Caroline Hughes  
Peter Jasko  
Nadine Green

Derek Milton thanked everyone for their attendance at the meeting which was reported closed at 21.02pm.



## **Appendix 1:**

### **AOB - Outside of AGM formal agenda**

Derek stated that any issues raised at the AGM meeting as AOB were outside of the AGM formal agenda and would be noted and then discussed at the next committee meeting not in the AGM meeting itself.

The AOB discussion from the 2017/2018 AGM were reviewed with appropriate actions and discussion having been taken throughout 2017/2018 at committee meetings. Any outstanding items which were not resolved throughout 2017/2018 are noted below.

The following issues were raised:

1. *Stuart Clewlow observed that from the chairman's report that we had 77 people on the waiting list and yet we had capacity at both at Birch Green and the Learner Pools at Hatfield for lower ability swimmers.*

*Action: Jo to double check the ability levels of those on the waiting list to see if any are eligible for Birch Green and the Learner pools. Committee to review and consider the option to reach out to primary schools by advertising for learners to join the club at the next committee meeting.*

2. *Bruce Burtenshaw stated that he was available to referee at Club Galas but only as the second referee, not the main referee. This was welcomed by the committee and will be actioned.*

3. *Stuart Smith questioned whether the low turn out of swimmers at Galas was down to the fact that there are too many galas. Some discussion was had around this, highlighting that it was only on specific age groups, particularly younger and older swimmers (bell curve distribution). Several suggestions on potential solutions and reasons (e.g. increase the level of engagement of older swimmers through mentoring, social events, swimming for fitness not competitive, having a "swimmer of the gala award", sending out results to all swimmers not just those entering the gala. These will be discussed at the next committee meeting.*

4. *John London requested committee to approve the purchase of Life Saving Equipment, specifically a Choking Charlie Mannequin - at a cost of £399.60. Committee will discuss at next committee meeting.*

5. *The need for succession planning was raised as an AOB point at the 2017/2018 AGM. The committee recognised that there has been some progress on this, with a strong handover of the Treasurer role, and also we have now a task list for all Galas. However, they also recognised the need to review this again area at the next committee meeting to establish whether there is anything else that can be done in this area.*



*6. An AOB point raised at the 2017/2018 AGM requested more fun/social activities. Whilst some progress has been made on this last year (e.g. the Christmas Inflatables, Peanuts party, the Sponsored Swim event, Presentation evening and Volunteers Appreciation Evening), the committee agreed to ask members what activities they would like to attend and in doing so at the same time ask for volunteers to run these. Agreement on how to do this would be discussed at the next committee meeting*