

MINUTES OF SWIM ENGLAND ESSEX AGM

Date: 23 January 2025
 Time: 7.30pm
 Venue: Virtual meeting

The meeting opened at 7.40pm

Item		Action by
Attendees	Norman Edgell; Angela Eguakhide; Cheryl Ellis; Jane Howell; Michael Laniyan; Kay McGuire, Neil McGuire, Lyndsey Motin, Phil Nice; Helen Stephens; Henry Watkinson; Richard Whitehead; Gemma Stacey; Jamie Tape; Charlie Stevens; Doug Drake;	
Apologies	Lisa Richard and Dean Walker	
Welcome & Introductions	The Chair welcomed attendees and reminded participants to update their Zoom display names with club affiliations.	
1. Minutes of last meeting	ML took the chair and welcomed everyone to the AGM. Minutes of the AGM on 18 Jan 2024 were accepted as a true and accurate record.	
2. Matters Arising	There were no matters arising from these minutes.	
3. To consider Annual Reports	<p>Reports were given verbally at the meeting.</p> <p>Swimming Increase in entries across competitions. Proposal for 3-weekend Counties deferred to wider committee. Long-course programme successful; Strong performance at National County Team Champs. Discussion held regarding possible fee for Development Programme.</p> <p>Disability Swimming Olympians visit scheduled for 1 February. Swimmability meet planned for 5 September at Braintree. Para swimmers achieving strong results; disability meet upcoming.</p> <p>Officials Report Over 20 JL2 and 6 Starter courses delivered. 10 new starters; 1 new referee qualified. Clubs continue to struggle with official recruitment. Increased parent volunteer engagement required.</p> <p>Masters Report Successful Masters Championships. More officials needed for 1 March event.</p>	
4. To approve the Accounts for the Year ended 31st March 2024	KB summarised the report which had been circulated prior to this meeting and explained that things are slowly returning to normal. We are showing a healthy balance. KB thanked Smith Accountancy for doing the accounts free of charge.	

	<p>Proposal to approve the accounts by KM and seconded by NE.</p> <p>Significant rise in expenditure due to Aquatics Centre pool hire (£50,000).</p> <ul style="list-style-type: none"> - Income increased but did not offset operating costs. - Winter Championships produced a modest surplus due to reduced expenditure. 																																							
<p>5. To appoint an Examiner for the accounts</p>	<p>The appointment of Smiths Accountancy Services on a pro bono basis was approved. Proposed by HW and seconded by CE.</p> <p>Thanks to Smiths Accountancy recorded by KB and the committee. CE thanked KB for producing the accounts and managing the finances on behalf of the county.</p>	<p>KB</p>																																						
<p>6. Proposed resolution of changes to the existing Constitution</p>	<p>There were no proposed resolutions to change the existing constitution.</p>																																							
<p>7. Election of Officers and Management Committee for 2024</p>	<p>At this point, the Committee stood down. ML thanked DD for his work as President this year and HS for her role as President Elect for the year. Helen Stephens was welcomed to the role of President for 2024 and wish her the best of luck for the year ahead.</p> <p>There was only one nomination for posts shown below and two elected representatives. All nominations were duly approved.</p> <p>Proposed by CE and seconded by NE.</p> <p><u>Officers</u></p> <table> <tr> <td>President</td> <td>Helen Stephens</td> </tr> <tr> <td>President Elect</td> <td>Michael Laniyan</td> </tr> <tr> <td>Secretary</td> <td>Angela Eguakhide</td> </tr> <tr> <td>Treasurer</td> <td>Keith Bridge</td> </tr> </table> <p><u>Section Managers</u></p> <table> <tr> <td>Swimming Manager</td> <td>Helen Stephens</td> </tr> <tr> <td>Diving</td> <td>Vacant</td> </tr> <tr> <td>Synchronized Swimming</td> <td>Laura Neary</td> </tr> <tr> <td>Water Polo</td> <td>Dean Walker</td> </tr> <tr> <td>Disabilities</td> <td>Chris Pagan</td> </tr> <tr> <td>Masters</td> <td>Doug Drake</td> </tr> <tr> <td>Open Water</td> <td>Vacant</td> </tr> <tr> <td>Swimming Events</td> <td>Lyndsey Motin</td> </tr> <tr> <td>Trophy Officer</td> <td>Vacant</td> </tr> <tr> <td>Officials</td> <td>Jane Howell</td> </tr> <tr> <td>Welfare</td> <td>Cheryl Ellis</td> </tr> </table> <p><u>Other Elected Members of the Committee</u></p> <table> <tr> <td>Minutes Secretary</td> <td>Sandra Spooner</td> </tr> <tr> <td>Records Officer</td> <td>Keith Bridge</td> </tr> </table> <p><u>Elected Representatives</u></p> <table> <tr> <td>Mrs Lisa Richards</td> <td>Mr Michael Laniyan</td> </tr> </table> <p><u>Co-opted Members</u></p> <table> <tr> <td>Jonathan Chan</td> <td>Web Manager</td> </tr> </table>	President	Helen Stephens	President Elect	Michael Laniyan	Secretary	Angela Eguakhide	Treasurer	Keith Bridge	Swimming Manager	Helen Stephens	Diving	Vacant	Synchronized Swimming	Laura Neary	Water Polo	Dean Walker	Disabilities	Chris Pagan	Masters	Doug Drake	Open Water	Vacant	Swimming Events	Lyndsey Motin	Trophy Officer	Vacant	Officials	Jane Howell	Welfare	Cheryl Ellis	Minutes Secretary	Sandra Spooner	Records Officer	Keith Bridge	Mrs Lisa Richards	Mr Michael Laniyan	Jonathan Chan	Web Manager	
President	Helen Stephens																																							
President Elect	Michael Laniyan																																							
Secretary	Angela Eguakhide																																							
Treasurer	Keith Bridge																																							
Swimming Manager	Helen Stephens																																							
Diving	Vacant																																							
Synchronized Swimming	Laura Neary																																							
Water Polo	Dean Walker																																							
Disabilities	Chris Pagan																																							
Masters	Doug Drake																																							
Open Water	Vacant																																							
Swimming Events	Lyndsey Motin																																							
Trophy Officer	Vacant																																							
Officials	Jane Howell																																							
Welfare	Cheryl Ellis																																							
Minutes Secretary	Sandra Spooner																																							
Records Officer	Keith Bridge																																							
Mrs Lisa Richards	Mr Michael Laniyan																																							
Jonathan Chan	Web Manager																																							

	ML asked if anyone is interested in vacant roles, please contact AE. ML welcomed everyone to the committee.	
8. Essex Coaches Forum	Proposal for a Coaches Forum of 9 selected coaches. Diversity to include geography, club size, gender balance. Forum to collaborate with Swimming Committee. Possible new development meet discussed. TOR to be drafted by 10 February. Committee meetings scheduled for TOR review and implementation.	
9. Any other Business	Masters entry error identified and to be corrected.	
10. Close	The meeting closed at 8.35pm. ML thanked everyone for their contributions.	

Action	Owner	Deadline
Draft Terms of Reference for Coaches Forum	Angela & Helen	10 Feb
Contact selected coaches for forum	Michael	ASAP
Review TOR draft	Swimming Committee	Before 24 Feb
Schedule Swimming Committee meeting (24 Feb)	Angela	ASAP
Schedule Full Committee meeting (27 Feb)	Angela	ASAP
Organise officials for Masters event (1 Mar)	Jane	Before event
Correct Masters underage entry	Lindsay	Immediate
Arrange Zoom call with Jane	Michael	Next week