

b) Education of Officials

Committee requested that the database of Skill Assessors be in Regions and not clubs. A list of all Skill Assessors to be e-mailed out quarterly to Regional Managers.

PH

Request from Charlotte Hedge for a list of Assessors.

PH

Mrs Cheryl Hastings requesting details for becoming a Tutor of Synchronised Swimming. Committee Administrator to write and advise that application has to be made through the ASA Education Department.

PH

Committee Administrator asked to write to Registration Department advising that new Skill Assessors would be using the orange form that is currently used for Grade A & B Examiners and would alter the wording to either Advanced Skill Assessor or Basic Skill Assessor until new forms are issued.

PH

Charlotte Hedge was granted permission to attend the Routine Judges Course before the Technical Judges Course as the date's clash with the ASA Masters Competition.

Officials who only have Grade A 'F' can attend a Technical Judges Course.

A letter has been received from Mrs Tina Hinks informing the Committee that she was retiring from International Judging. The committee asked that the Committee Administrator write and thank Mrs Hinks.

PH

c) Swimmers Development

A joint statement to the Amateur Swimming Association re Pursuant to Mediation on 19th October 2005 was tabled at the meeting. It was agreed by the committee that a letter to be sent to Miss Helen Morris.

Statement attached to these minutes see Appendix 1

As per the England Age Group Development Squad policy the following swimmers will be invited into the squad:

Alexandra Harris	Reading Royals
Ava Pierro	Reading Royals
Debbie Lowi	Potters Bar
Jenna Coulthard	Carlisle
Amanda Crass	Gateshead
Charlotte Young	Carlisle
Louise Anderson	Rushmoor
Vicky Eaton	Reading Royals
Vanessa Gate	Carlisle
Abigail Lawrence	Rushmoor
Rebecca Gowling	Carlisle
Cherry Wilson	Portsmouth Victoria
Katie Clark	Reading Royals
Anya Tarasiuk	Bristol Central

Swimmers will be asked for a donation of £500.00 towards training costs

Two letters have been received and tabled at the meeting regarding selection, the committee endorsed the original selection policy.

Following the GB Trials on 11th December if any of the above swimmers are invited and accept their place in the GB Junior Squad

the appropriate number of next highest placed 12 & under swimmers from the figure results of the National Age Groups will be invited into the England Age Group Development Squad.

The coach for the squad is Miss Fiona Haworth with Mrs Kate Coupar and Miss Alex Marchant as Assistant Coaches. Mrs Coralie Thompson is the Team Manager.

d) Handbook Update

All Regional Managers to forward a list of Officials within their Region to Mrs Janice Waters.

Mrs Janice Waters will update the ASA Handbook, the Handbook of Synchronised Swimming and the Extracts from the Laws of the Sport.

The committee thanked Mrs Janice Waters for all her hard work

PH, WC, JH, CH

e) Awards

Mrs J. Gray has been in discussion with Katie Brazier regarding the new Skill Award Certificates. Certificates will be distributed as previously announced.

Recreational Grade Certificates are available from the Awards Centre at Redditch.

A swimmer skill level database will be in common form. All successful results will be retained by the Committee Administrator

f) Laws

A report from Mrs Anne Clark regarding law changes was noted.

g) Fund Raising

Mrs Janet Holdstock to liase with Mr Paul Shipman regarding the Fund Raising working party.

JH

h) Health & Safety

Mr Bill Cooper informed the committee that no meeting has taken place, if anyone needs information on Health & Safety this can be found on the British Swimming Website under Member Resources.

8. **Budget**

No correct statement has been received to date therefore the committee is not in the position to ensure that we keep to budget. The Committee Administrator has been asked to have a meeting with the finance department to resolve this problem.

PH

9. **National Events**

a) ASA National Masters

A progress report was received by the committee from the Meet Secretary Mr Richard Crisp.

The committee decided that for 2005 medals would be awarded. From 2006 onwards medals will only be awarded if there are a minimum of 4 entries competing in an event; otherwise certificates will be awarded.

b) ASA National Age Groups

The committee accepted reports from the Meet Secretary Mrs Carole Henson and the Referee Mrs Maria Ramos.

Mrs Carole Henson brought to the committee's attention that there had been difficulty getting officials to attend the meet, and also a problem with officials not replying.

The committee congratulated the organising committee on a successful event, the meet was within budget

c) ASA National Age Groups for 2006

Katie Brazier is in negotiations with the new pool at Gloucester regarding centralising the National Age Groups from 2006 onwards. No commitment will be made until all considerations are taken into account.

In the 18/19 Recreational Strand there will be duets only and no team.

In the Free Age Group Competition there will be a 19 & under Free Combination for the Recreational strand.

The committee adopted the following new FINA Rules for the Free Combination:

SS 4.4 Free Combination

Free Combination has a maximum of ten (10) competitors who make a combination of routines (Solos, Duets, Trios, Teams). At least two (2) parts must have fewer than three (3) competitors and at least two (2) parts must have four (4) to ten (10) competitors.

Start of first part of routine may be on the deck or in the water.

All of the following parts must start in the water.

A new part begins where the previous part ends.

Entries for the 2006 National Age Groups will be by Skill Level.

12 &u Skill Level 3

13/14 Skill Level 4

15/16/17 Skill Level 5

18/19 Skill Level 5

The new conditions for the National Age Groups are attached to these minutes

See Appendix 2

d) British Championships

Following the British Championships the committee noted that trials for a potential GB Squad for 2006 are to be held on 11th December.

A meeting has taken place with Katie Brazier, Charlotte O'Neill, Maria Ramos and Jenny Gray regarding the events management for all synchro events.

10. **LTAD Update**

The LTAD Document is close to finalisation, an official launch date to be arranged.

11. **Competition Forms**

New competition forms for all ASA competitions were looked at, Committee Administrator to liaise with ASA Office.

PH

12. **Music Licence Update**

Nothing.

13. **Mary Black Award**

The recipients were Doug and Barbara Coker. The committee received a letter of thanks from Mr & Mrs Coker.

14. **Swimmer of the Year Award**

The recipient was Miss Jenna Randall

15. **Gemma Yates Award**

The recipient was Miss Laura Weir

- Commonwealth Games**
16. A verbal report was given by the Team Manager Mrs Mary Hooper on recent training and selection
- Technical Duet Hannah Massey and Jenna Randall
 Free Duet Jenna Randall and Olivia Allison
 Soloist Jenna Randall.
- The committee expressed concern about the delay in the reimbursement of the Team Managers expenses for the August training camp in Australia.
17. **Equity**
 A document was received from Mr David Sparkes – Race Standard through Sporting Events, Committee Administrator to forward to all committee members.
18. **GB TSSC**
 No minutes received to date, the next meeting will be 27th November
19. **Website**
 Mr Gary Gray has completed training and is now updating the website.
20. **Scorers, Grade A & B Examiners, Basic Skill Assessors and Advanced Skill Assessors**
 The database records for the Skill Assessors were ratified.
21. **FINA**
 There will be a FINA Conference February 17/19th in Rio de Janeiro.
22. **LEN**
 Mrs Maria Ramos and Miss Adele Carlsen attended the LEN Seminar; Miss Gayle Adamson was not available.
 There will be a 1-day conference following the European Senior Championships in Budapest date to be confirmed.
23. **Any other business**
 Mrs Carole Henson and Mrs Anne Clark attended a meeting with Charlotte O'Neill regarding events.
 Coaches Certification
 Level 1 and Level 2 UKCC. No details are yet available for changes to the coaching certification programme.
 No progress on a coaching module for land conditioning
 Mrs Mary Hooper has accepted the position of training new Team Managers; this will now go ahead within the Regions.
 Request from Mr John Selley for two new underwater speakers was granted subject to quotations being sorted and approved
 Interviews for the Synchro Development Officer will take place on 16th December.

PH

As this was the last committee meeting of the current committee the Chairman Mrs Jenny Gray thanked everyone for their hard work, and closed the meeting at 3.00p.m.

Proposed meeting dates for 2006 Venue to be arranged
 Saturday 4th March, Saturday 10th June, Saturday 2nd September, Saturday 11th November

Signed _____

Date _____