

# ASA East Region



## Technical Swimming Committee

### Minutes of a meeting held at the Chippenham Village Hall on Sunday 13<sup>th</sup> April 2008 starting at 10.30 p.m.

**Present:** Mike Rayner, David Robinson, Bob Outtram, John Rushmer, Phil Lown and Don Neate.

**Apologies:** Tina Lander, Vix Metcalf and Roger Howkins.

#### **08/01 Minutes of the last meeting:**

These were agreed as a true record of the meeting.

#### **08/02 Matters arising:**

07/34/4 BO said that he will discuss the schedule of the Winter Championships with Nick Juba at the Bagcat Championships in June.

#### **08/03: Camps Update:**

DN reported that he had now seen the cost of the camps to the Region and it appears that the three sets of two camps will cost us approximately £4,000 which will leave approximately £1,000 in the budget. The Regional Coaches Forum had been asked for input on what was required for Coaches by way of CPD seminars to improve their coaching but the meeting scheduled Wednesday 16<sup>th</sup> April had been cancelled so we still do not know what was needed.

#### **08/04 Championships**

**08/04/1 Officials:** MR reported that he had sent out 160 invitations to Officials to attend the Championships through the year but the number of replies had been disappointing. He reported that for the Youth Championships he has 41 Officials for Saturday, 40 for Sunday and only 32 for Monday.

This was discussed and it was agreed that providing no one dropped out before the day we could manage on these numbers as there were no long distance events on Monday so the provision of relief Officials was not as important.

Officials expenses payments were discussed and MR agreed to handle the payments from the income from entries and programmes as this saves large quantities of cash being transferred to the Office.

**08/04/2 Helpers:** JR said that he was fully staffed with helpers and passed the list to MR for inclusion in the programme. DN agreed to produce lunch tickets.

It was agreed that we should have 400 programmes printed at that the charges should be £5 for the programme and £2 per day or part thereof for entry,

JR said that he had contacted the PA company who had agreed to do the Championships for the year and had increased the price by £10 per weekend and it was agreed that this was acceptable.

JR said that he was on holiday for the two weekends of the Bagcats but would do all the preparation and he had asked Emma Fox of UEA City of Norwich to take his place on the two weekends.

DN agreed to check suppliers of water coolers and bottled water to see if this would be cheaper option.

Post Meeting Note: The cost per litre was in the order of 64p which is more expensive than buying in two litre bottles.

Badges for Officials and Helpers were discussed and it was agreed that where Officials were licensed their ASA badge would be sufficient but MR would ask Ian Mackenzie to produce badges for the unlicensed Officials and helpers.

JR said that he had organised the lap cards for the distance events.

The float was discussed and JR agreed to organise this and take it from the income at the end of the event.

JR said that Louise Mackie has volunteered to be the announcer and the commentary will be by Bernie Buck on Saturday and Sunday and by Warwick Thompson on Monday.

DN had put suggested lunch menus on the agenda and these were agreed and JR will order.

**08/04/3 Entries:**

BO said that the number of entries was much the same as last year but with the increase in cost from £5 to £6 per event and £10 for the distance events the takings were up on last year. However the harder qualifying times and the increase for distance events had had little effect on numbers.

BO said that he had 44 entries for the 1500m giving a maximum of 6 heats and 56 for the 800m giving a maximum of 7 heats. So the morning events will finish by approximately 1 p.m. on Saturday and Sunday and 12.30 on Monday,

BO said the programmes will be finished and passed to MR for printing this week.

BO agreed to prepare the spectator entry stickers and photography passes.

DR asked if the Regional Office had received a new photo log book as these had been sent to all club and County Secretaries and were a revised version with a requirement for the passes to be numbered. DN agreed to check with the office.

MR agreed to distribute the Coaches Passes on Saturday morning and will contact Tina Lander to arrange for them to be sent to him.

### **08/05 Inter Counties:**

**08/05/1 2008:** These will take place on July 5<sup>th</sup> at the University Pool, Hatfield and will be organised by Hertfordshire. DN will send a copy of the Conditions to Barbara Scorer who is doing the organising and will also advise her that the lane draw should be Essex 1, Herts 2, Norfolk 3, Suffolk 4, Beds 5 and Cambs 6.

**08/05/2 2009:** The hosts for 2009 were discussed and it was agreed that this should be Norfolk and DN agreed to advise Norfolk and suggest that Sunday 5<sup>th</sup> would be preferable so as to avoid other events on the Saturday.

### **08/06 Licensing:**

In the absence of Roger Howkins there was no report but it was agreed that the monthly update received from Roger was sufficient.

### **08/07 Officials Group:**

**08/07/1 Seminar:** MR said that the seminar "Contemporary Issues" had been presented to Officials Tutors and County Organisers and added that Norfolk had prepared a booklet for trainee Officials which appeared excellent and it was agreed he should ask Norfolk's permission to use this throughout the Region.

MR said he had been asked why Craig Hunter had not been invited to this seminar and he had advised that this was because he had not been nominated by Hertfordshire as Tutor.

**08/07/2 Current courses:** MR said that there were currently 75 people on Officials courses, 15 Club Timekeeper, 56 judge level 1 and 4 judge level 2S. He commented that brought us very close to our KPI of 80.

MR said that the "Extracts of the Laws of the Sport" are now being printed and should be circulated to Officials shortly.

DR said that the questions for judge Level 1 had not been provided with typical answers for the course leader and MR said he has asked for these to be provided.

**08/07/3 Newsletter.** MR said that there is an Officials Newsletter on the British Swimming website but this has not been circulated and we need to alert Officials to this fact in some way.

## **08/08 Records:**

**08/08/1 Claims:** DR said that the claims are coming in steadily, the disability records being the most active with 120 to 150 certificates a month being processed. Also the Olympic Trials produced 30 claims also a number of Age Group British Records had been broken by swimmers in the Region and MR, as President, is writing to congratulate these swimmers.

**08/08/2 Winter Championships:** DR queried what relays there would be for the short course Winter Championships and BO said that there would be 4 x 100 and 4 x 200 as last year and DR agreed to include these in the list of Current Records for the event. He also said that Competition Records for this event will have to start from scratch.

## **08/09 Any other business:**

**08/09/1 ASA President:** MR advised that Alan Donlan, the ASA President will be attending the Regional Bagcats on June 14<sup>th</sup> and 15<sup>th</sup> and will be staying at the Holiday Inn on Friday, Saturday and Sunday. MR will determine how he should be charged for accommodation. Also if he is travelling by train MR will provide transport.

**08/09/2 Photography:** DN had a brochure from DE Photography and said that the the photographer is only available on Monday 5<sup>th</sup>. It was agreed that we proceed with the one day.

Post meeting note: Since the meeting I have spoken to DE and they will have a free lance photographer at the event on Saturday and Sunday (He is fully CRB checked) and DE will be there on Monday, with the freelance, and photo's will be available from all three days. They will also be available on the DE website and if we have a website link to DE they will pay 10% of turnover on sales on the day and on website sales.

**08/09/3 Warm Up Marshall:** JR said that Paul Mattin of UEA Norwich had agreed to be the warm up marshall for the event.

**09/09/4 Swim Shop:** DN confirmed that SRS would be providing the swim shop for all events.

**08/09/5:** MR agreed to advise JR of any special dietary requirements for Officials meals.

**08/09/6 Welcome:** Phil Lown was welcomed to his first meeting of the TSC and he said that it had been very helpful to learn what is happening and to meet some of the people he will be working with in the future.