

BOURNE END JUNIOR SPORTS CLUB
SWIMMING SECTION

ANNUAL GENERAL MEETING
SATURDAY, 27 FEBRUARY 2010
5:30 – 8:00 PM

HELD AT: BEJSC, New Road, Bourne End, Bucks

AGENDA

- Apologies for Absence
- Confirmation of Minutes of 2009 A.G.M.
- Chairman Report: Swim section [REDACTED]
- Competitive Section Coach's Report [REDACTED]
- Court Garden Coach's Report [REDACTED]
- Financial Report [REDACTED]
[REDACTED]
- Election of Committee Members 2010/2011
- Any Other Business
- Close of Meeting
- Refreshments

Attendance;

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Apologies:

[REDACTED]

Chairman's report – [REDACTED]

Good Evening Everyone.

Thank you for attending the Swimming Section AGM.

My first duty this evening is to thank all those parents and non-parents, who have supported our club throughout the past year:

- our Coaches and Teachers
- our Lifeguards
- our Poolside Officials & Helpers
- our Shop Administrator
- and all of our other helpers and Administrators

Thank you all for your time and energy spent in support of our swimmers. It's great to see so many actively involved.

Looking back over my first year as Chairman, I have been amazed at how much has been achieved and am delighted to be able to say that this has been yet another very successful year.

My first duty this evening is to say a few thank you's.

In the last year we have lost the assistance of a number people who have helped and supported the club in official roles. [REDACTED] and more recently [REDACTED] [REDACTED] who as I speak will be flying back to the States with [REDACTED] and [REDACTED]. These parents have all moved on from the club for various reasons – all connected with life changes. Our thanks to them all - they will all be greatly missed.

I would also like to thank [REDACTED], [REDACTED], [REDACTED], [REDACTED] and [REDACTED] who are stepping down from the roles of Vice-chairman, Court Garden Administrator, Swim Shop, Newsletter Editor and Secretary respectively. They have all been doing the roles for several years and have felt that it's time for a change. I'd like to record our thanks to them for their support – although they are not escaping yet!!

One of our major achievements last year has been the increase in membership numbers. The main club's membership has grown by some 20% to just over 100 swimmers.

This increase has been due to a number of factors but the major contributor continues to be Court Garden which is run by [REDACTED] as Head Teacher at Court Garden, (and will be providing his report later this evening) I'd like to take this opportunity to thank and praise [REDACTED] for the tremendous job that he has done there and indeed for the other work that he does for the club. His indirect marketing of the club & Court Garden has resulted in Court Garden being until very recently at capacity with there even being talk of the need to create a waiting list. Unfortunately, the economic climate has resulted in several children stopping swimming. So we have small breathing space with a couple of vacancies. Several swimmers have joined us from other clubs most notably Wycombe (and no [REDACTED] is not poaching them contrary to what the Wycombe coaches think!!!) and more recently, several of our ex senior swimmers have returned to regular swimming.

We continued to cover all training sessions with fully qualified teachers and lifeguards. I am pleased to report that six parents and 6 senior swimmers

volunteered and successfully undertook the Level 1 Teaching Course. And [REDACTED] successfully completed her Level 2 course last November. Congratulations to you all. Together with our existing teachers & coaches, they are consistently providing suitable levels of teaching and coaching to all our swimmers. On behalf of everyone, I'd like to take this opportunity to thank you all for your dedication and commitment.

Succession planning to maintain this level is one of our key areas for the coming year. Level 1 courses will be arranged and volunteer parents requested.

Our swimmers continue to train at Handy Cross and the Abbey School Pool. To reflect the changing age profile of the club and make best use of available pool time, we have over the year introduced some changes to the training schedule. These changes are working well and is an example of how flexible and responsive to the needs of our swimmers the Club and its members are.

I am pleased to report that after almost two years, the dividing wall at Handy Cross has now been replaced. This will restore the flexibility of use of the pool and allow us to run our Club Champs as a short course rather than the long course that we have had to do.

Despite our efforts, we have not been successful to date in obtaining additional time at Wycombe Abbey. We haven't given up. But I would like to take this opportunity to remind everyone that we pay a heavily reduced rate to the Abbey and that our continued usage is also dependent on our behaviour and adherence to the specific conditions of usage – PARKING, ACCOMPANIED SWIMMERS, NON-COMMUNICATION WITH PUPILS, CLEAN CHANGING ROOMS, ETC.

I am also delighted to report that our younger swimmers will this Easter have the opportunity to enjoy the Easter Camp at ARETHUSA, organised [REDACTED]. [REDACTED] has volunteered to support [REDACTED] at the camp but we would really appreciate another parent (preferably male) to join them to provide the preferred level of supervision.

There can never be too much communication within the club. We have the website, a newsletter and our own notice board at Handy Cross. Our challenge next year is to build on these so I am hoping that someone will step forward later this evening to take over the newsletter from [REDACTED] and work with [REDACTED] to assist in the on-going development of the website. It is everyone's newsletter, so I would encourage everybody to provide articles and feedback.

Another challenge for next year is to achieve Swim 21 accreditation. This is a quality standard applied to swimming clubs aimed at ensuring consistently high quality delivery of swimming and swimming coaching / teaching. Achievement of Swim 21 is a pre-requisite for some types of ASA support and funding. The Swim 21 co-ordinator's role is one of the vacancies for which we currently do not have a volunteer. I would like to encourage anyone with such a bent to help the club to achieve this important accreditation.

Which brings me onto the perennial problem of volunteer-run clubs. The need for volunteers! We currently have gaps in a number of key roles and I strongly urge you to get more involved in our club to help ensure that we are the best club that we can be. The specific gaps are:

- Membership Secretary
- Parent Liaison and Child Protection Officer
- Swim Shop
- Swim 21 Liaison Officer

As well as the need for:

- Timekeepers
- Judges
- Starters
- Lifeguards
- Poolside helpers
- Swimming Teachers

Please either volunteer here this evening when we come to the elections, or if you are shy come and talk to me or one of the other committee people to discuss how best you can get involved.

As a final point, on behalf of all of our swimmers I would like to record their thanks to all who assist at our Club and by doing so provide the competitive yet friendly environment that they obviously thrive upon.

Well done to all of our swimmers for training hard and achieving so much this year so far.

Head Coach's Report

Summary

It has been another very busy year in the pool this year. We have seen a steady increase in the number of swimmers joining us both from our Learn to Swim programme at Court Garden and from outside the club. It is particularly encouraging that we are able to provide competitive club swimming to a number of swimmers who had previously left swimming with other clubs and have decided to return to the sport with us.

We have continued to work with new coaches on poolside as well as supporting those who joined us in the recent past. The quality of our swimmers performance is in direct relation to the quality of the teaching and coaching we are able to provide. We continue to seek new ways to improve our poolside skills and knowledge and are delighted to have provided three level 2 teaching courses this year to our coaches.

We are always looking for new teachers and coaches to join our team. We do not require any prior knowledge of swimming or teaching, we can provide all the skills and knowledge through mentoring and the ASA courses. The important thing is to have enthusiasm and to enjoy working with our swimmers, it is a great deal of fun and I hope some of you might consider coming and trying out teaching with us in the near future.

We have continued to look for the right sort of competitions for our swimmers to enter this year, adding the Abingdon Sprint meet and the Bletchley Open meet to our calendar as well as running the joint Wycombe / Bourne End Junior Gala again now that the wall is back in place.

We also entered the Aylesbury Christmas Gala and organised a first joint closed meet with Thame and Aylesbury swimming clubs in order to give our swimmers the opportunity to improve our personal best times and secure more entries to better galas in future. Unfortunately the weather conspired against us and we cancelled the Christmas Gala and had only a limited turn out for the joint gala in early January.

Performance

We have seen 99(92) of our swimmers compete 1725(1147) times since the last AGM, more swimmers competing in more events by quite some margin. We produced 1085(590) new or improved personal best times, this is double the number last year and represents a 62% PB rate against 51% last year. This is in part due to the new swimmers setting first times this last year and partly due to the increased opportunities we have provided for competitive swimming over the last year.

I now have to turn to counties where we have, this year, had our lowest entry since I have been running Counties for our club. I believe that there are several factors which have contributed to this. It is partly due to the lack of swimming at the right level for our swimmers (the BAT meet will help to address this in time) so that our new competitive swimmers have not yet had the depth of competition necessary to start performing at County level. A new club in the county has made a very large number of entries this year for the first time resulting in ONB cutting far more swimmers from Counties than before.

We are continuing to look for ways to improve our swimmers competitive performance and the joint meet with Thame and Aylesbury is designed to directly address this issue. We are also looking at using our pool time more effectively across the squads and are also working with [REDACTED] at Maxwell SC to provide additional training for our coaches and teachers specifically around competitive skills such as starts and turns.

We ran a joint 400m Time Trial which has started giving some of our swimmers a taste for longer distance events for the first time, we hope to develop this further in the coming year with a regular time trial session a couple of times each year.

Our seven squads separate into three levels. In Tadpoles and Minnows, our swimmers continue learning their strokes and develop early competitive skills such as dives and tumble turns. Blue and Green Squad continue this skills development but also begin to swim more distance to start building competitive fitness. A, B and Yellow Squads concentrate on conditioning training to allow them to swim faster and more powerfully whilst reinforcing their competitive skills with drills more than with specific instruction.

This approach makes it important that we ensure swimmers are moved through the squads only when ready, especially when joining the seniors as any issue with technique is less easy to fix at this stage when we are focussed on conditioning.

Our increase in numbers over the last few years has, naturally, been at the younger end of the club and we have adjusted our expectation in Blue & Green squads this year to help cope with the high number of swimmers in the junior squads. We are always monitoring the standard of our swimmers and the number of swimmers in each squad to ensure we remain able to deliver effective instruction to each squad.

Highlights

Chiltern League has changed this year with the three rounds being held later in the season to make room for more counties weekends across the Chilterns area. We continue to perform well in this league, giving sometimes our best performances when swimming for the team. The coach journeys are, as always, organised chaos with lots of chatter, competing music from all down the bus and still the odd tired swimmer fast asleep in the middle of it all. These are a perfect

start to competitive swimming so if your swimmer is selected for the team, please make every effort to come along, it is great fun.

In our best results of the season, we achieved a fantastic 24 gold medals at the Wycombe B&C Grade open meet in October as well as 20 2nd and 3rd places. This demonstrates the depth of talent within our club, well done to all of you.

We also achieved 12 top three finishes at the Abingdon Sprints in October including 2 gold's and 2 silvers in the relay events. This was a good level meet where our swimmers did very well indeed especially as we had barely a month in the pool to get ready for this early competition.

Thank you to all of our swimmers and parents for supporting our competitive endeavours, we understand that it is not the most fun to sit at a hot and crowded swimming pool watching mostly other people's kids swimming. However, as a competitive club, it is so important that our swimmers compete regularly so that they can get valuable experience and feedback into their training through the year.

Developments This Year

We are continuing to look for meets where we can involve more of our swimmers so please take the opportunity to enter when it is presented. Many meets have time criteria set so the more you compete, the better your times will get and you will then create more opportunities to compete in the future.

We are in the second year of our new Session Plans and are starting to revise and tailor them to our swimmers needs. This is a long term process of evaluation and refinement which will help us to deliver a consistent training program across the club for the future.

The next stage in this process which we will work on in the coming year is to look at setting squad move criteria which we can share with the swimmers. Early thoughts are to include an element of personal best times as well as demonstrating required skills. Squad swimming depends on the swimmers in each squad being of similar level, ability and speed in order for the squad to carry out a successful training session and the squad move criteria will, once published, help our swimmers and coaches to identify specific needs and work on them in order to move to the next squad and the next set of challenges.

For the coaching team, we ran a Rescue Award course in the autumn, providing our coaches with the required life saving skills to be able to life guard at the Wycombe Abbey pool whilst also teaching or coaching the senior squads. We have, however, continued to provide a separate life guard for the junior sessions at the Wycombe Abbey pool due to the nature of the teaching we do in these earlier sessions.

We have re-published the Club Website last summer and hopefully it provides the right sort of information for our swimmers, parents and coaches. We would be more than happy to receive suggestions on additions to or improvements to the content of the site.

And Finally

Thank you to all of you for supporting our club so well again over the last year. Please remember that we all started with little or no knowledge of our sport and have developed our skills through the years and with a great deal of support from within and outside our club. If you would like to find out what it is like to teach at our club then come along to poolside and find out what it is all about.

Court Garden Coach Report

Key Points:

- Friday nights still very hectic – there was 22 swimmers in one session last week.
- Word of mouth marketing is still attracting sufficient new swimmers
- The quality and enthusiasm of the helpers is excellent and they are very capable individuals
- Would like to improve the dress code for all helpers
- Ongoing objective is to balance the administration requirements with the results
- 60-70% of the swimmers will go from CG to the HX section
- No adults currently at the pool are training to be teachers which is not ideal and furthermore not having a succession plan is a risk to the ongoing viability of the section.
- However on balance everything else is good
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2010 A.G.M. – Treasurers Report

First of all I would like to thank [REDACTED] who the person putting in the hours to do our bookkeeping , including banking of cheques, paying invoices and auditing of who pays what on a monthly basis.

Our financial objectives are to break even or turn in a small surplus hence we run a fairly conservative expenditure profile with the largest cost by far being the costs to rent the swimming pools. In the past two years we have a cumulative deficit of just under £4.5k so our financial objective was to break even yet leave enough money to train our volunteer coaches and lifeguards.

We run our financial management accounts from Sept 1, 2008 end August 31, 2009. which I have summarized in the sheet that has been distributed.

In looking at these figures I would like to highlight the following:

1. A modest increase in members subscriptions, £2,146 over last year even though sub fees were held at the previous years level. Due to a slight increase in members and more effort to ensure payments were collected
2. HX & CG pool rental costs increased by substantially 11% and 7% respectively
3. Note that the Wycombe Abbey Pool is excellent value for money as well as being a very high standard pool. It is important therefore to ensure we continue to maintain to their rules ie no shoes in the pool areas,ie don't bring mud into the changing rooms & pool
4. We had planned some £6k for lifeguard and teacher training but only spent £2.3k hence this under-spend contributed to our surplus
5. The swimshop had an increase in volume and had a small profit even though the objective is to break even.
6. A trip to Arethusa was held and this was run on a break even basis to the club and the same is planned for the PGL trip this Easter.
7. The club provided a small subsidy for the coaches for the Chiltern league trips
8. In the year ending August 08 we had a surplus of £5.8k after main club dues were deducted. This was in contrast to a deficit of £373 in 08 and a deficit of £4k in 2007.

Looking forward:

Once again our objective is to balance the incomings and outgoings whilst providing sufficient funds to train teachers and lifeguards and post a small surplus over the next year.

There was a Gift Aid submission by the Football section in 2009 which is under review by HMRC. It is noted in the discussion that we are not relying on any funds from Gift Aid for next year and comments from the meeting suggested that it is very difficult to get any money back from this program,.

We hope to have some modest investments in the club, a laptop to run the Hytek Meet manager software, floats and pool aids for the learn to swim at CG. If anyone has a spare laptop to donate to the club it would be welcome.

In summary, there are there are no major financial changes expected in the upcoming year .

ACTUALS: YEAR ENDING AUGUST 31, 2009

	Actual 08/09	Actual 08/09	Comments
	Outgoings	Income	
Members subs		£37,281.34	up 6% from last year
Court Garden pool	£5,750.00		up 7% from last year
Handy Cross pool	£15,923.60		up 11% from last year
Wycombe Abbey School pool	£1,820.00		excellent value for money
Lifeguard training	£1,016.00		30% of planned level
Teacher/Coach Training fees	£1,300.00		30% of planned level
Swim shop/uniform polos	£2,440.38	£2,878.54	
Buses	£490.00	£351.50	
Swim camps i.e. Arethusa	£5,678.00	£5,556.20	
Sundry (Champs, Awards, AGM)	£1,891.49	£1,793.06	
Teachers travel expenses	£1,754.00		
Subs paid for ASA membership	£2,711.00		
BEJSC main club subs	£1,920.00		
	<hr/>	<hr/>	
	£42,694.47	£47,860.64	
NET SURPLUS	<hr/>		
	£5,166.17		-due to reduced training expenditure - up from a deficit in recent years
	<hr/>	<hr/>	
	£47,860.64	£47,860.64	

