



Notice is hereby given that the Annual Council Meeting of Kent County Amateur Swimming Association will be held on Saturday 23 September 2023 at 11am at the Orida Hotel, Bearsted Road, Maidstone ME14 5AA followed by a buffet lunch. The doors open and coffee will be available from 10.30am.

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## Agenda

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1. The Chairman to open the meeting and read the notice convening the meeting
2. Welcome to the Officers and Delegates from clubs within the County
3. Apologies for absence
4. Minutes of Council Meeting held on 17 September 2023
5. Matters arising from these Minutes. If Officers/Delegates have any queries which could be answered in writing, please advise the General Secretary 7 days prior to the meeting
6. Consideration and adoption of the Annual Report of the Association
7. Consideration and adoption of the Annual Accounts of the Association
8. Appointment of Examiners of the Association's Accounts
9. Proposed amendments to the Constitution of the Association

**Rationale:** Over the last few years, we have lost a number of members of the Management Committee without being able to replace them. Several Management Committee members are currently doubling-up on roles – not best practice – and we have yet more members retiring at this ACM. This would reduce the Management Committee to just eight members out of a possible sixteen.

It is also important to be considering people with relevant skills rather than just willing volunteers or the volunteered, and one group of experts we do have available is the Discipline Managers.

With all this in mind – together with changes to meet Swim England's County Governance Code - the outline proposal is that in the first place, we restructure to a Management Committee composed of an Executive (elected in one form or another) and Appointees (to include Discipline Managers, Development-Co-ordinator and others as required).

**Proposal 1:** *That Rule 7.1 identifying the composition of the Management Committee be amended to reflect a two-tier committee as follows:*

- 7.1 The management of the Association shall be vested in a Management Committee consisting of:
  - 7.1.1 An Executive: Chairman, President, Vice President, Treasurer and Trustee, General Secretary, and one elected representative from a KLSA club and one from a KRSA club who shall also act as a liaison with their respective Region. The County Welfare Officer shall be a member of the Executive with the power to speak but not to vote.
  - 7.1.2 Appointees: The Development Co-ordinator and the Discipline Managers listed in Rule 9.1, who shall have the power to speak and vote. From time to time, the Executive may appoint additional members as required with the power to speak but not to vote.

**Proposal 2:** *In the event that Proposal 1 is agreed by the ACM, the following amendments will be needed to reflect the role of the Executive as follows:*

7.4.1 The Management Committee, shall meet not less than 4 times per year.

7.4.3 A majority of the members of the Executive in Rule 7.1.1 shall form a quorum.

**Proposal 3:** *In the event that the previous two proposals are approved, there is a need to streamline the Constitution to meet the realities of delivering our role and responsibilities in the County as follows:*

7.6.4 There is no longer a need for Liaison with the Technical Committees with the Managers now part of the Management Committee

9.4 Similarly, there is no longer a need for a Development Committee

*Additionally, one-size-fits-all approach does not suit all the appointed committees, and Rule 10 governing the process and requirements will be deleted, with the exception of the following which will be incorporated into Rule 9:*

10.7 Committee secretaries shall list the members present at their meetings and make minutes of the proceedings which shall be sent promptly to the General Secretary for submission to the Management Committee for approval at its next meeting.

10.8 Meetings of the committees shall be private, and no report of the proceedings shall be open to the press.

10.9 Every item of expenditure by a committee shall be submitted to the Management Committee for approval via their budget.

10.11 The Management Committee may, at its discretion, discharge a committee and appoint a new committee in its place.

**Proposal 4:** *With the approval of Proposals 1-3, it will be necessary to make minor amendments throughout the Constitution to reflect the role and responsibilities of the Executive. Additionally, minor amendments are required to meet the requirements of the Swim England County Governance Code.*

## 10. Presentation of Awards

### **Keighley Memorial Trophies (Swimming Championship Points Winners 2023)**

Ladies/Girls: Bromley SC

Men/Boys: Bromley SC

### **Kent Schools Swimming Association Trophies (Runners-up 2023)**

Ladies/Girls: RTW Monson SC

Men/Boys: RTW Monson SC

### **John and Pat Carrie Trophies (3<sup>rd</sup> Place) 2023**

Ladies/Girls: Maidstone SC

Men/Boys: Beckenham SC

### **KCASA Swimming Championship Most Improved Club Trophy 2023**

Ladies/Girls: Gravesend & Northfleet SC

Men/Boys: Saxon Crown SC

### **Keighley/Mayes Trophy 2023**

TBA

### **Lionel Parker Memorial Trophy for Senior Swimmer of the Year 2023**

Josh Inglis (Bromley SC)

### **Junior Swimmer of the Year 2023**

Amalie Smith (Tonbridge SC)

### **KCASA Open Water Swimmer of the Year 2023**

Grace Cummings (Thanet SC)

### **KCASA Junior Open Water Swimmer of the Year 2023**

Abigail Smiley (RTW Monson SC)

### **KCASA Open Water Team of the Year 2023**

Beckenham SC

### **KCASA Para Swimmer of the Year**

Callie Ann Warrington (Tonbridge SC)

### **KCASA Junior Para Swimmer of the Year**

Iona Winniffrith (Tonbridge SC)

**KCASA Para Swimming Team of the Year**  
Tonbridge SC

**Artistic Swimmer of the Year 2022**

Evelyn Fournasier (Aquaoaks ASC)

**Artistic Swimming Progression Trophy 2023**

Erin Beard (Aquaoaks ASC)

**Upton Ladies Masters Swimmer of the Year Trophy 2022**

Jennifer Vick (Erith & District SC)

**Robinson Mens Masters Swimmer of the Year Trophy 2022**

Mariusz Barcikowski (Medway Maritime SC)

**John & Pat Carrie Masters' Swimming Club Points Trophy 2023**

TBA

**Bill Dickie Senior Water Polo Player of the Year Trophy 2023**

Jack Waller (Bexley WPC)

**KCASA Junior Water Polo Player of the Year Trophy 2022**

Lily Evans (Beckenham SC)

**Edward G Maples Memorial Trophy 2023**

Pam King (Invicta WPC)

**President's Cup 2022**

Kent Inter-County Swim Team

11. Election and induction of the Vice President for 2023-24: Erica Moo (Hythe Aqua SC)
12. Election and induction of the President for 2023-24: John King (Beachfield SC)
13. Confirmation of the selection of the County Welfare Officer: Chelsey Denney (Beckenham SC)
14. **14.1: In the event that the proposals in Agenda Item 9 are all approved**, the Declaration of election of the Executive for 2023-24 (not applicable to the President, Vice-President, Chairman and County Welfare Officer) (\*due for re-election)

**Treasurer and Trustee:**

Ian Howes (Folkestone Sports Centre SC)\*

**General Secretary:**

Shelley Robinson (Sevenoaks SC)\*

**KLSA Representative**

Kay Grimshaw (Bromley SC)

**KLSR Representative**

Colin Booth (Maidstone SC)

**14.2: In the event that the proposals in Agenda Item 9 are not approved**, the Declaration of election of the Management Committee for 2022-23 (\*due for re-election)

**Treasurer and Trustee:**

Ian Howes (Folkestone Sports Centre SC)\*

**General Secretary:**

Shelley Robinson (Sevenoaks SC)\*

**Secretary Kent London SA:**

Kay Grimshaw (Bromley SC)

**Secretary Kent Rural SA:**

Shelley Robinson (Sevenoaks SC)

**Elected Representatives: Kent London SA**

John Handley (Beckenham SC)\*

Vacancy

Vacancy

**Elected Representatives: Kent Rural SA**

Colin Booth (Maidstone SC)

Vacancy

Vacancy

Vacancy

Vacancy

14. Vote of thanks to the scrutineers
15. To confirm the date and venue of the next meeting