



Minutes of the Special Council Meeting of the Kent County Amateur Swimming Association held on Thursday 7 November 2019 at 19:30pm at Medway Park, Mill Road, Gillingham.

1. The President, John Burdett, opened the meeting and read the notice convening the meeting
2. Officers and Delegates from clubs within the County were welcomed and thanked for giving up their time to attend this meeting, but also noted that with only 17 present, the meeting was not quorate and would not be able to achieve what it was set up to do. However, it was agreed that those present would scrutinise the items on the agenda and recommend them for approval at a second SCM to be arranged for a later date.
3. Apologies for absence were received from:

Daphne Geer (PP)	Stewart Brown (PP)	Richard Gardner (RTW Masters)	Mark Rayner (Greenwich Royals)
Gill Hughes (PP)	Kathy Hook (PP)	Alan Davidson (City of Canterbury SC)	Ellie Purvis (Herne Bay SC)
Pat Carrie (PP)	Scott Walker (PP)	Jo King (Sevenoaks SC)	Beverley Choong (Sevenoaks SC)
Barbara Upton (PP)	Jenni Verhorevoort (PP)	Brian Hunt (RTW Masters)	Pauline Jones (Herne Bay)
4. Consideration and adoption of the amended Annual Report of the Association to 31 March 2019
Shelley Robinson advised that the Financial Report had now been removed which was the reason why it had not been adopted at the ACM. It was proposed by John Handley and seconded by Richard Skirving and approved *nem con* that this be recommended for adoption.
5. Consideration and adoption of the amended Annual Accounts of the Association to 31 March 2019
Ian Howes confirmed that the errors identified had been remedied and further clarified several points. He also confirmed that the revised Financial Report has been attached to the Annual Accounts rather than the Annual Report. It was proposed by Malcolm Keyse and seconded by Alan Edwards and approved by a majority that this be recommended for adoption.
6. Proposed amendments to the Constitution of the Association as identified in Appendix 1 of the Agenda.

Proposal 1: That the definition of the 'Officers' in Rule 5.2 are the 'Chairman, the Trustee and Treasurer, and the General Secretary' and that existing Rule 5.1 and 5.2 are amended to reflect the change

Proposal 2: That the date of the ACM be moved to the period 15th September and 20th October to make the award presentation more relevant for a majority of the Association's athletes; that ballots can be sent electronically

Proposal 3: This moves the requirement for the President not to hold office in consecutive years from 8.1 to 5.3.3 which is a more logical position, and also reflects the fact that a President can hold office for more than 365/6 days depending on the timing of the ACM

Proposal 4: That the quorum at the ACM be reduced to 15 from 20 (Rule 5.13)

Proposal 5: That Rule 7.1-7.4 and consequently Rule 5.3.3 are amended to reflect a three-year term for Management Committee members, that a meeting quorum is a majority of the members of the Committee, and the voting powers of the Chairman. (A quorum is currently 8. The Committee potentially has a maximum of 16 members but typically several people will have multiple roles. This, along with vacancies, could make a quorum difficult to achieve).

Proposal 6: That Rules 7.5-7.13 be tidied up under the two headings 'Meetings' and 'Roles and Responsibilities'

Proposal 7: The list of appointments in Rule 8 be removed with rules governing appointments reflected in Rule 7.6.3. By implication (Rule 9), the appointees will include: the Development Coordinator, Technical Managers for each Discipline (x7), and a Swimming Officials Manager. Swim England guidance is that we have a County Welfare Officer (Rule 3.2.3) which does mean that key roles are enshrined in the Constitution.

Proposal 8: Minor amendments that might need to be made to maintain the integrity of Rule numbering and consequential amendments.
- The proposals were reviewed one by one and discussed as necessary. It was proposed by Kay Grimshaw and seconded by Jackie Bedford and approved *nem con* that these proposals be recommended for adoption.
7. John Burdett gave a vote of thanks to the scrutineer: Jean Scott
8. The date of the 2020 ACM has been provisionally set as 26 September 2020 with the venue yet to be confirmed.
9. It was agreed that a second SCM would be held during the KCASA Swimming Championships at Crystal Palace on Saturday 25 January 2019
10. There being no further business, John Burdett again thanked those present and the meeting closed at 20:10

