



NOFIO SIR BENFRO

MINUTES OF COUNTY MEETING

HELD ON 17th NOVEMBER 2016 AT HAVERFORDWEST LEISURE CENTRE

Ser.	Item	Remarks / Discussion / Decision	Action
1.	Present	Paul Haley (PH), Jenny Webb (JW), Karen Thomson (KT), Sam Jones (SJ), Jenny Llewellyn (JL), Nicala Harding (NH), Makala Doughty (MD), Ricard Curtis (RC), Tracy Mackza (TM).	Info
2.	Apologies	Glenda Thomas, Gary Nicholas	Info
3.	Review of Minutes	<ul style="list-style-type: none"> Minutes – 5th October 2016, draft out 21st October, no corrections comments or additions. Proposed as an accurate record by JL, seconded by TM. Timekeeper course run by Ann Adams, 14 newly qualified officials across clubs. Further official's progression – a number of officials have volunteered for further progression (IS, SJ, GB). PCS Website is currently being updated by Joe Thomas from Milford Haven Tigers. Vote of thanks given. Noticeboard up and running. 	<p>Info</p> <p>PH to write and thank Ann Adams. PH to speak to Ann Adams.</p> <p>Info</p> <p>SJ to organise squad photos.</p>
4.	Chair's Report	<ul style="list-style-type: none"> Ceri Wilson appointed as new Child Welfare Officer. Safeguarding course required for PCS volunteers. SJ is visiting Dev Clubs – very positive feedback from all. 2017 County Championships will run directly through Rob Williams. Volunteer request for assistance with Swim Wales Short Course Champs 2/3/4 Dec 16. Communication received regarding incorrect recording of attendance figures. Committee / Club contacts document required. 	<p>KT to progress time to listen course. PH to email Alan Jones, KT to progress.</p> <p>Info</p> <p>Info</p> <p>Dev Clubs</p> <p>PH to write letter.</p> <p>KT to produce for notice board / website.</p>

		<ul style="list-style-type: none"> Email communication via pcs.county.swim@gmail.com preferred. Thanks for support with forthcoming Meets (Stockport Metro, Sub-Regionals, SWSC Winter Nationals). Chairman will attend the Swim Wales and Chairman's AGM in Llandridnod Wells on 19th November 2016. JW stated that the current Constitution had been found not fit for purpose by HMRC. 	<p>KT to promote.</p> <p>Info</p> <p>JW to send Constitution to PH to raise at Conference.</p>
5.	Treasurer's Report	<ul style="list-style-type: none"> Gala withdrawals have been refunded. Outgoings included annual SW passes, webhosting & minibus fuel. County Champs' profits distributed to Dev Clubs. Income streams include Swim Wales funding & Haverfordwest Pool Trust. Fundraising activities would positively influence the balance sheet (Easter Bingo suggested by KT). 	Info
6.	Pembrokeshire Leisure	<ul style="list-style-type: none"> Not present. Committee to speak to GN reference PCC investment in Dev Clubs / pool time. 	Next meeting.
7.	Coach's Report	<ul style="list-style-type: none"> SJ presented a list of items and costs required to ensure a high standard of training delivery. JW/PH requested that costs were checked to confirm value for money. Items included Ipad, Go Pro camera, 2 x stop watch, deck level adjustable block, laptop & Team Manager package subscription. Coaches request that email correspondence from parents goes via one addressee. PCS Coaches have a new email address: PCSCoaches@pembrokeshire.gov.uk Matters for Committee are to go to email address: pcs.county.swim@gmail.com Additional "wild card" swimmers have been offered places. Squad lists will be produced when finalised. Parent Code of Conduct reminder for Training and Poolside during Galas required. Point of Contact for Galas is the Team Manager. Parents requested to respect Coach / Swimmer relationship. 	<p>SJ/JW to check value for money.</p> <p>Info</p> <p>Coaches to send to KT / Dev Clubs once complete. SJ to resend document prior to SWSC Gala.</p>
8.	Club Reports	<ul style="list-style-type: none"> Preseli – Many thanks for donation. Club link to PCS being developed, Chelsea very proactive. SJ visit very positive feedback. Volunteers for safeguarding course. Fishguard – Looking forward to SJ visit. 	<p>Safeguarding course required.</p> <p>Coaches to place</p>

		<p>Request sets placed into dropbox so club coaches can access. Problems with lane ropes – suggest PCC communication. Community Chest funding suggested.</p> <ul style="list-style-type: none"> • Milford – No comments. • Haverfordwest – Performance Standards query. Query reference Coaches penalty/strike system. CN to clarify. • Pembroke – Positive feedback for SJ visit. Suggestion that County takeover running of RAOB Gala. JL asked if the publication of committee meeting minutes was required. Swim Wales documentation states that minutes of AGM and Committee Meetings should be communicated and distributed as appropriate. The communication and distribution of Committee Meeting Minutes is considered best practice. • Tenby – Positive feedback for SJ visit. 	<p>sets into dropbox.</p> <p>SW Community Chest Funding</p> <p>Coaches to check Performance Standards criteria and amend as required.</p> <p>Next meeting, discuss cost implications with GN.</p>
9.	AOB	<ul style="list-style-type: none"> • Next meeting Thursday 12th January 2017 at 6pm. 	KT to book Green Room.