



**The National Arena Swimming League – South (Affiliated to ASA SER)**

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**[nationalswimmingleague.org.uk](http://nationalswimmingleague.org.uk)**

13<sup>th</sup> May 2018

Dear Colleague

**The National Arena Swimming League South 2017/2018 Annual General Meeting will be held on Sunday 3rd June 2018 starting no later than 10.30 am in the St John Ambulance Building, Stocton Close, Guildford, Surrey, GU1 1HA.** (It is the three storey grey building and the entrance is the greenhouse at the back.)

Papers attached are:

1. The Agenda for the meeting on 3<sup>rd</sup> June 2018
2. Minutes of the 2017 AGM
3. Hon. Secretary's Report (Kathy Hook)
4. NASLS Constitution. (Issue 5 – 4<sup>th</sup> June 2017) and the NASLS Promoter's Conditions (Issue 13 – 4<sup>th</sup> June 2017). Proposals to change.
5. Treasurer's Report 2017 - 2018
6. Annual Accounts for the Year ending 28th February 2018, comprising:
  - an Income and Expenditure statement
  - the Balance Sheet

The meeting will last about two hours.

Light refreshments will be available from 10.00 onwards.

Kathy Hook  
Hon. Secretary



**The National Arena Swimming League – South [Affiliated to ASA SER]**

## **1. NASLS AGM AGENDA**

**The National Arena Swimming League South 2017/2018 Annual General Meeting will be held on Sunday 3rd June 2018 starting no later than 10.30 am in the St John Ambulance Building, Stocton Close, Guildford, Surrey, GU1 1HA.**

1. Registration and apologies for absence.
  - a. A representative for each TEAM in the League may exercise a vote.
2. Minutes of the 2017 AGM.
  - a. Acceptance of the minutes followed by matters arising not otherwise on this agenda.
3. Hon. Secretary's report for 2017/2018
4. NASLS Constitution (Issue 5 – 4<sup>th</sup> June 2017) and the NASLS Promoter's Conditions (Issue 13 – 4<sup>th</sup> June 2017)
  - a. Proposals to amend the above.
5. Finances
  - a. Treasurer's Report 2017 - 2018
  - b. 2017 Income and Expenditure Statement and the Balance Sheet
  - c. Proposed 2018 joining and competition fees
  - d. Contribution to the expenses of our League Cup Finalists
6. Composition of the League for 2018 and first round.
7. Thank you to retiring Officers. Brian Harrison - Chair
8. Election of Officers for 2018/2019  
Hon. Chairman - Spencer Farmer – Hart SC  
Hon. Vice Chairman – Position vacant  
Hon. Secretary - Kathy Hook - Beckenham SC  
Hon. Treasurer - Peter Harris – Rushmoor Royals SC  
Hon. Independent Examiner of Accounts Position - Position vacant
9. Appointment of two representatives to attend the National Swimming League's AGM on Sunday 24th June 2018.
10. Future Dates:

2018 Competition	Saturday	13.10.18
	Saturday	10.11.18
	Saturday	08.12.18
2018 National Final – B trophy	Saturday	02.03.19
2018 National Final - Cup	Sunday	03.03.19
2019 Competition	Saturday	12.10.19
	Saturday	09.11.19
		14.12.19

11. Any other business previously notified to the Hon. Secretary 48 hours in advance.



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## **2. MINUTES OF THE MEETING 2016/2017 Annual General Meeting**

The Annual General Meeting of the National ARENA Swimming League South (NASLS) for the year 2016/17 was held at the St John's Ambulance HQ, Guildford on Sunday 4<sup>th</sup> June 2017.

### **MINUTES**

#### **1. Registration and Apologies for Absence.**

At 10.30 a.m. the Hon. Chairman, Brian Harrison opened the meeting, welcomed those present and thanked them for attending.

##### 1.1 Summary. [2016 figures in brackets for comparison]

There were 12 [9] persons present from 9 [6] NASLS Clubs, carrying 20 [13] votes as indicated below.

##### 1.2 Those present were:

Eddie Lyne (1 vote as Hon. Life Vice President)  
Brian Harrison the Hon. Chairman (1 vote)  
Kathy Hook the Hon. Secretary (1 vote) (2 votes for Beckenham SC and 2 votes for Bromley SC)  
Spencer Farmer (1 vote as Hon. Vice Chair and 1 vote for Hart SC)  
Peter Harris the Hon. Treasurer (1 vote)  
Christina Victor for Guildford City (3 votes)  
Nick Williams for Kingston Royals (1 vote)  
Diane Gamble (past Chair and Croydon Amphibians 1 vote)  
Sian Carter for Rushmoor Royals (2 votes)  
Hannah Davies for South Croydon (1 vote)  
Keith Roshier for Kent Weald (1 vote)  
Dimitri Tsopanagos for Farnham (1 vote)  
Fiona Laing (past Chair)

##### 1.3 Apologies.

John Ramsay (Hon. Life Vice President)  
Carl Fitzpatrick for Beachfield  
Liz Lander for Bromley  
Steve Fabes for Didcot Barramundi  
Helen Nicholson for Chelmsford  
Joe Sanchez for Tilehurst  
Dan Valovin for Mid Sussex Marlins  
Jo King for Sevenoaks.

## **2. Minutes of the Year 2015/16 AGM**

### **2.1 Acceptance**

No corrections were requested: acceptance of the minutes were proposed by B. Harrison, seconded by South Croydon SC, and agreed nem con.

### **2.2 Matter arising not otherwise subject to this year's agenda**

E Lyne asked if the announcement of Walker Tigers times at the galas had worked. (The times for the Walker Tiger swimmer are announced in advance of each race). B Harrison replied that there had been no adverse comments.

### **3. Hon. Secretary's Report for the Year 2016/17**

The Hon. Secretary's report was distributed in advance.

B. Harrison proposed and E. Lyne seconded acceptance of the report.

### **4. National Hon. Secretary's Report for the Year 2016/2017**

The report was distributed in advance. The following comments were noted and commented on:

4a. The North East is not going to take part in the League 2017, despite a lot of work done by Ian Mackenzie.

4b. B. Harrison explained the proposed structuring of the Finals weekend – that no team or League is guaranteed a place. E. Lyne advised that the representatives from the South vote as they see fit, but are sensitive to the needs of other Leagues.

4c. E. Lyne expressed concern about the tone of the National Secretary's report. Each League is independent but agree to work together. An agreed set of rules exists for the Premier Division.

4d. Licensing of galas across the country was discussed.

The report was noted.

## **5. CONSTITUTION AND PROMOTER'S CONDITIONS**

### **PROPOSALS TO AMEND THE NASLS CONSTITUTION AND THE NASLS PROMOTER'S CONDITIONS**

#### **1. NASLS CONSTITUTION**

Issue 4 19<sup>th</sup> April 2015

##### **PROPOSAL NO 1:**

Point 5. FROM:

The Annual General Meeting shall be held either in May or June to: receive reports from the Officers, receive the accounts, approve the next year's subscriptions, revise the Rules, elect the Officers and the Hon Independent Examiner of the Accounts and carry out any other necessary business. Constitutional Rules changes may be put forward by two or more Officers acting in the interest of the League or by any member club with a seconder for the proposal. Such proposed changes from member clubs shall be in the hands of the Hon. Secretary by the 31st of January. At a General Meeting, alteration to Rules, to be carried, shall require twice as many votes in favour of the proposal as against.

Point 5. TO

The Annual General Meeting shall be held either in May or June to: receive reports from the Officers, receive the accounts, approve the next year's subscriptions, revise the Rules, elect the Officers and the Hon Independent Examiner of the Accounts and carry out any other necessary business. Constitutional Rules changes may be put forward by two or more Officers acting in the interest of the League or by any member club with a seconder (from another member club) for the proposal. Such proposed changes from member clubs shall be in the hands of the Hon. Secretary by

the 31st of January. At a General Meeting, alteration to Rules, to be carried, shall require twice as many votes in favour of the proposal as against.

Proposed by Brian Harrison – Chairman

Seconded by Kathy Hook – Secretary

This proposal was carried unanimously.

#### PROPOSAL NO 2:

Point 13. FROM

Galas shall be arranged and managed in accordance with the Promoters Conditions. Changes to the Promoter's Conditions may be put forward by any member club with a seconder for the proposal. Such proposed changes shall be agreed by a simple majority of those voting at a General Meeting.

Point 13. TO

Galas shall be arranged and managed in accordance with the Promoters Conditions. Any member club may put changes to the Promoters Conditions forward with a seconder (from another member club) for the proposal. Such proposed changes shall be agreed by a simple majority of those voting at a General Meeting.

Proposed by Brian Harrison – Chairman

Seconded by Kathy Hook – Secretary

This proposal was carried unanimously.

#### PROPOSAL NO 3:

Point 14. FROM

(a) Every swimmer participating in the National Arena Swimming League South shall have joined the club he/she represents by the 1<sup>st</sup> October in the year of the competition. This condition does not apply to swimmers who were not registered competitive swimmers of another ASA club prior to joining the current club.

(b) Swimmers shall not have competed in the National League for any other club in any **of the seven National Arena Swimming Leagues** in the year of the competition (starting on the date of the first round).

(c) All swimmers shall register with the ASA as Category 2 members.

Point 14. TO

(a) Every swimmer participating in the National Arena Swimming League South shall have joined the club he/she represents on or before 30<sup>th</sup> September in the year of the competition. They shall also register with the ASA as Category 2 members on or before 30<sup>th</sup> September in the year of competition. This condition does not apply to swimmers who were not registered competitive swimmers of another ASA club prior to joining the current club.

(b) Swimmers shall not have competed in the National League for any other club in any **of the seven National Arena Swimming Leagues** in the year of the competition (starting on the date of the first round).

Proposed by Brian Harrison – Chairman  
Seconded by Kathy Hook - Secretary

Following a debate on if ASA membership could cope this proposal was carried unanimously.

## **2. NASLS PROMOTER'S CONDITIONS**      **Issue 12 19<sup>th</sup> April 2015**

### **PROPOSAL NO 4:**

#### Point 1. FROM

In order that in any one year the league competition may be completed in the most efficient manner, immediate changes to the Promoter's Conditions may be made by the Executive to cater for unexpected conditions. Any such changes shall apply to that year of the competition only. All changes shall be reported at the next AGM in order that they may be formally commented upon by the full membership. In addition permanent changes to Promoter's Conditions may be proposed by two or more Officers or by any member club with a seconder for the proposal. Such proposed changes from member clubs shall be in the hands of the Hon. Secretary by the 31st of January. At a General Meeting, alteration to Promoter's Conditions shall require a simple majority of those voting

#### Point 1. TO:

In order that in any one year the league competition may be completed in the most efficient manner, immediate changes to the Promoter's Conditions may be made by the Executive to cater for unexpected conditions. Any such changes shall apply to that year of the competition only. All changes shall be reported at the next AGM in order that they may be formally commented upon by the full membership. In addition permanent changes to Promoter's Conditions may be proposed by two or more Officers or by any member club with a seconder (from another member club) for the proposal. Such proposed changes from member clubs shall be in the hands of the Hon. Secretary by the 31st of January. At a General Meeting, alteration to Promoter's Conditions shall require a simple majority of those voting

Proposed by Brian Harrison – Chairman  
Seconded by Kathy Hook – Secretary

This proposal was carried unanimously.

### **PROPOSAL NO 5:**

#### Point 18. FROM:

Round 3: as Round 1 and 2 basis except double League points. Plus a bonus of 24 points for the six clubs in Gala 1 and a bonus of 12 points for the six clubs. After Round 3, if there is a tie on League points, the Gala Points of Round 3 then the

number of first places in Round 3 shall be taken into account. [If there is still a tie then the number of second places, third places etc shall be considered]

Point 18. TO:

Round 3: as Round 1 and 2 basis except double League points. Plus bonus of 24 points for the six clubs in Gala 1 and a bonus of 12 points for the six clubs that compete in Gala 2. These bonus points shall only be awarded to clubs that compete in the round. The Executive shall consider exceptional circumstances. After Round 3, if there is a tie on League points, the Gala Points of Round 3 then the number of first places in Round 3 shall be taken into account. [If there is still a tie then the number of second places, third places etc. shall be considered]

Proposed by Brian Harrison – Chairman

Seconded by Kathy Hook - Secretary

Voting: For 19 votes. Against 1 vote. Proposal carried.

#### PROPOSAL NO 6:

Point 18. FROM:

Round 3: as Round 1 and 2 basis except double League points. Plus a bonus of 24 points for the six clubs in Gala 1 and a bonus of 12 points for the six clubs. After Round 3, if there is a tie on League points, the Gala Points of Round 3 then the number of first places in Round 3 shall be taken into account. [If there is still a tie then the number of second places, third places etc shall be considered]

Point 18. TO:

Round 3: as Round 1 and 2 basis except double League points. Plus a bonus of 24 points for the six clubs in Gala 1 and a bonus of 12 points for the six clubs. After Round 3, if there is a tie on League points, then the total aggregate gala points in all three rounds shall determine the final position.

Proposed by Mid Sussed Marlins SC

Seconded by Shepway SC

This proposal was rejected unanimously.



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## **6. Hon. Treasurer's Report for the Year 2016/2017**

6.1 The Hon. Treasurer requested that a big thank you be recorded to John Ramsay, previous Treasurer, for all his hard work in ensuring a smooth transition.

6.2 The Hon. Treasurer tabled his report as previously distributed, together with the annual accounts. The Treasurer spoke to the report emphasising significant aspects.

6.2 The Treasurer's report satisfies the constitutional requirement that the fines imposed in 2016 are listed.

6.3 A signed master copy of the report of the Hon. Independent Examiner of Accounts has been received and placed on record by the Treasurer. The report confirms that the Hon. Treasurer's records have been correctly accounted and praises our Treasurer's work.

6.4 The Hon. Treasurer commented that the League funds are healthy. Costs for the Final in 2017 have been accrued and this is why they are higher.

6.5 The Hon. Treasurer thanked P. Granville for examining the accounts this year.

6.6 S. Carter (Rushmoor Royals) proposed adoption of the accounts, seconded by S. Farmer (Hon. Vice Chair) and agreed nem con.

6.7 Within his report the Hon. Treasurer made proposals to keep the annual subscriptions and joining fees for 2017 to £30, and the fine for late withdrawal of a team to remain at £100; and further that the gala door entry remain at £3.50 with the programme at 50p. Agreed nem con.

6.8 Within his report the Hon. Treasurer proposed that we should agree each Club attending the Finals would be given £450.00 towards expenses. Agreed nem con.

6.9 The Hon. Treasurer commented that financial reconciliations after hosting galas were coming in late and that Clubs could be fined for a late return.

## **7. COMPOSITION OF THE LEAGUE FOR 2017/2018**

7.1 The Hon. Secretary tabled "League composition" for 2017 and the paperwork for Round One in October.

## **8. ELECTION OF OFFICERS FOR 2017/18**

8.1 There had been no nominations other than those tabled by the Executive. The nominees therefore took immediate office.

8.2 The summary of the appointments for the year 2016-17 is as follows:

Hon. Chairman	Brian Harrison (of Basingstoke Bluefins SC)
Hon. Vice-Chairman	Spencer Farmer (of Hart SC)
Hon. Secretary	Kathy Hook (of Beckenham SC)
Hon. Treasurer	Peter Harris (of Rushmoor Royals SC)

Hon Independent Examiner  
of Accounts

Position Vacant

(The identification of the Clubs in the above list has no particular significance to their role).

## **9. REPRESENTATIVES TO THE NATIONAL AGM**

The National League AGM is scheduled for Sunday 25th June 2017 at SportPark, Loughborough. The Hon. Chair will attend the meeting with the Hon. Secretary.



## 10. Confirmation of Future Dates.

2017 Competition	Saturday	14.10.17
2017 Competition	Saturday	11.11.16
2017 Competition	Saturday	09.12.16
2017 Final	Saturday B Final Sunday A Final	21.04.18 22.04.18
2018 Competition	Saturday	13.10.18
2018 Competition	Saturday	10.11.18
2018 Competition	Saturday	8.12.18

Note: The dates for future years, unless notified to the contrary, are as always the second Saturday in October, November and December.

## 11. ANY OTHER BUSINESS.

The Hon Sec had received no notification of items to be considered as “any other business”.

## 12. CLOSURE

The Hon. Chairman declared the Meeting closed at 12.15 p.m.



**The National Arena Swimming League – South [Affiliated to ASA SER]**

## 3. HONOURY SECRETARY’S REPORT

2017 was a year of great competition across the South. Congratulations to all the teams who took part in the National Finals in April. Getting six teams into the Finals is a wonderful achievement. Fantastic swimming from Thanet (282), Sevenoaks (281) and Bromley (275) in Saturday's B final - finishing 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> - with 7 points between them. Sincere congratulations!

On Sunday Guildford City came 2<sup>nd</sup> (344), Wycombe District 4<sup>th</sup> (267) and City of Oxford (258). But again all of our clubs acquitted themselves magnificently and reinforced the South region's reputation as one of the leading regions in the country. Congratulations to all for your outstanding performances - you did the Region proud!

In 2017 we continued to license every gala. Only London region and South region do this, as it requires a huge amount of work, and commitment from the clubs. Thank you to Brian Smith and Brian Harrison, who checked the results before they sent them to rankings. Thank you to everyone who officiated and hosted and made my life easier.

My fellow officers have been very supportive this year. Brian Harrison as Chairman, Spencer Farmer as Vice Chairman and Peter Harris as Treasurer. Thank you to all of them. Brian Harrison has done his three years as Chairman of the League, so a

very special thank you to him. Spencer Farmer will be stepping up to the role of Chairman, so we are looking for a Vice Chairman to join us. If any of you would like to discuss this role please get in touch with me.

Very sad news in December was the passing away of Alan Doye. Alan was our website manager and was very supportive of the Region. We have a new website - <http://nationalarenaswimmingleague.org>.

We have 82 teams in the League this year so a challenging and sporting year lies ahead. I look forward to meeting and working with you.

Kathy Hook  
Hon. Secretary

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#### **4. CONSTITUTION AND PROMOTER'S CONDITIONS**

See attached file.

### **PROPOSALS TO AMEND THE NASLS CONSTITUTION AND THE NASLS PROMOTER'S CONDITIONS**

#### **1. NASLS CONSTITUTION**      **Issue 5 4<sup>th</sup> June 2017**

No proposals have been received to amend the NASLS Constitution.

#### **2. NASLS PROMOTER'S CONDITIONS**      **Issue 13 4<sup>th</sup> June 2017** **PROPOSAL NO 1:**

Point 7. FROM

Host Clubs shall organise a raffle. If a club makes a loss having failed to organise a raffle the Hon. Treasurer may propose to one or more of his fellow Officers an appropriate adjustment to the submitted reconciliation based on accumulated experience.

Point 7: TO

Host Clubs may organise a raffle and keep the proceeds for Club funds.

Proposed by Brian Harrison – Chairman  
Seconded by Kathy Hook – Secretary

#### **PROPOSAL NO 2:**

Point 23. From

Each Club shall provide a team manager who will take responsibility for the care and supervision of its swimmers at all times when attending a NASLS gala. Team

managers shall endeavour to ensure that all members of their Club behave responsibly and in accordance with the Promoter's Conditions and the League Rules.

24 Each Team at each gala shall provide an electronic copy (in the required format) of their intended team list to the gala recorder on behalf of the referee. This will show a named swimmer (s) for each event, their date of birth and their ASA number. This will be given no later than 24 hours before the start of the warm up. Changes may be made ten minutes before the start of the warm up. Any subsequent change due to unforeseen circumstances should be notified immediately to the recorder. The gala recorder is required to maintain confidentiality on the team selection of all clubs.

Point 23. To

In addition to any coaches each Club shall provide a qualified team manager who will take responsibility for the care and supervision of its swimmers at all times when attending a NASLS gala. Hosting teams shall risk assess the meets and provide visiting Team Managers with essential Health and Safety information in advance of the meet including information on access, parking and site safety rules. Team managers shall endeavour to ensure that all members of their Club behave responsibly and in accordance with the Promoter's Conditions and the League Rules. In the event of the failure of a team to comply with the promoters or facility Health and Safety rules the Referee shall have discretion to prevent the team participating until the situation is rectified.

Point 24. To

Each Team at each gala shall provide an electronic copy (in the required format) of their intended team list to the gala recorder on behalf of the referee. This will show a named swimmer (s) for each event, their date of birth and their ASA number. This will be given no later than 24 hours before the start of the warm up. (Failure to comply shall be referred to the league secretary who may fine persistent offenders £25 per offence). Changes made after the deadline shall be made using the official paperwork, and may be made up to ten minutes before the start of the warm up. Any subsequent change due to unforeseen circumstances should be notified immediately to the recorder. The gala recorder is required to maintain confidentiality on the team selection of all clubs.

Proposed and Seconded by:

Ben Poulton, WDSC League Secretary

Simon Shaw, WDSC Vice Chairman

Katrina Cogan, Maxwell Swim Club

Sue Ashworth, Treasurer, Maxwell Swim Club



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## **5. TREASURER'S REPORT**

I have to report that the Financial Statement for this year shows a deficit of £4042.33.

Income was generally in-line with earlier years although sponsorship was down and gala receipts have been impacted by two host clubs failing to make payments from galas. It is expected that these will eventually be received and will only be recorded when received. Pool Hire costs again were in-line with last years costs.

The Leagues Financial position is still healthy, even after the current loss and it is not expected that Membership Fees for the 2018/19 competition will need to be adjusted but an increase for 2018/19 competition should be considered as inevitable.

Peter Harris  
Hon Treasurer



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## **6. ANNUAL ACCOUNTS**

See attached file.