



## HERTFORDSHIRE SWIMMING LEAGUE

Founded in 1979 by Roy Rogers

Affiliated to Swim England East Region

[Visit our website at: <http://www.hsleague.org.uk/>]

### Minutes of 2019 AGM held at Hertfordshire Sports Village, Hatfield On Tuesday 8<sup>th</sup> October 2019

**Attendance:** Attendance representing 17/23 membership clubs

Berkhamsted, Broxbourne, Bushey, CoStA, Harpenden, Hatfield, Hertford, Hoddesdon, Kings Langley, Letchworth, Potters Bar, Royston, Stevenage, Verulam, Ware, Watford and Welwyn Garden

**Absent:** Bishops Stortford, Buntingford, Cheshunt, Hemel Hempstead, Hitchin and Tring

#### 1. Apologies for absence

Committee Members: Graham Huggett (Bishops Stortford) and Maria Hunt (Broxbourne)

#### 2. Minutes of previous AGM held on Tuesday 9<sup>th</sup> October 2018

Minutes were accepted as true record of the meeting

#### 3. Matters Arising from Item 2

None were reported

#### 4. Treasurer's Report

Reference attached Report and Statement of Accounts as at 30Sep19

#### 5. Officials Report

As in previous years it was a good season for Officials in the League. Every Gala was supported by a qualified Referee or J2S. I'd like to thank all those Club members who helped out as Starters or Referees for Herts Swimming League.

I hope that those here this evening representing the Clubs will pass my thanks, and the thanks of all swimmers, supporters, coaches etc. on to these volunteer officials. Without their help these galas would not take place. I'd also like to thank the League and the Clubs for continuing to allow mentoring and practical assessments for new Officials to take place at League galas. Without the opportunity to get real poolside experience we would not be able to continually generate the officials that we need to help run these and other galas in Hertfordshire.

Herts Swimming League galas offer the perfect place to mentor and assess trainees – all strokes, relays and a decent number of reportable issues. The rule requiring each Club to provide one qualified Timekeeper and one qualified J1 for each gala has really worked. I think it's fair to say that now there are really very few galas where we struggle for Officials.

Can I encourage Clubs to continue to work towards encouraging and supporting their members especially Parents with young swimmers to volunteer to be trained as Officials.

Division 3 galas can be quite a challenge with teams swimming shorter races and generally more DQs.

Finally, I hope this year the clash with the regional competitions can be avoided as this does make it very difficult to get the officials on those weekends.

#### 6. Chairman's Report

Firstly, I would like to thank the committee for all the support they have given me over the last two years and for the work they continue to do, unpaid, without which the league could not continue. A particular thank you to Peter Bays for guiding me through the Chairman's role. Peter has given great service to the league over the years.

Hopefully, more individuals will come forward to help run the leagues going forward spreading the load and bringing fresh ideas and enthusiasm.

The leagues were fought as competitively as ever with many of the usual suspects battling out for the top places.

Major League dropped down to two divisions last year with a reduction in the number of teams entering the competition from 29 to 24. The division 1 title was eventually won by Watford pushing last year's winners Hatfield into the runners up spot. The second division saw Hoddesdon take the top spot and Potters Bar B were runners up.

We also ran two divisions for Peanuts with 24 teams. In Division 1 Hatfield beat Watford to the top spot, reversing the Major League result. In Division 2 City of St Albans came first ahead of Watford B. Unfortunately two teams missed out on the Peanuts League due to administrative errors resulting in them not entering the League on time. We have taken additional steps to send out more reminders to clubs on the impending deadline for league entry.

A significant new development for the league has been the switch to the use of Hy-Tek for gala recording. It has been a learning curve for lots of us. There have been a few glitches, but on the whole the process has worked well and is a great improvement on the older creaking spreadsheet system. I would like to extend a special thank you to Louise and Brian who put in a lot of hours getting the system set up and processing the results. Some delays in publishing gala files and results have been from the clubs not returning team entries and results quick enough. Hopefully we can improve on this next year.

The league has launched a new website after a year of not having an active online platform. Hopefully this should help to keep clubs informed of the results and dates of the league, along with providing useful gala resources.

The league continues to look for sponsorship to meet the costs and to raise the profile of competitive swimming in the area. As always, I would encourage all members to bring forward any ideas they have for sponsorship going forward.

Last year members agreed to increase team entry fees which helped to offset increased pool costs. The leagues finances are generally on a sound footing but we will continue to monitor this closely.

Some of challenges for next year include building on the promising start to our Hy-Tek recording system and to continue to manage the trend of higher pool costs and falling club entries.

I have very much enjoyed my term as Chairman. The committee have a great bunch of hard working people who I found it inspiring to work with. I will be handing over to Ian who takes over tonight as Chairman for the next 12 months. I will be stepping down from the committee due to family and work commitments, but I wish you all every success next year.

## **7. Compliance/Results Officer**

The 2019 season saw us trial the use of Hy-Tek Meet Manager to run our galas. This followed discussion in the committee and at last year's AGM and lengthy discussions with SportsTek – the UK suppliers.

Louise worked hard on setting up the gala databases and entry files, working out exactly how to set up galas with fixed lanes and documenting the process for clubs to enter their swimmers details, for the host clubs to run the galas (slightly different to Open Meets) and for me and her to import entries and seed the galas.

There were a few hiccups, as you would expect, it was a lot of work and a lot of new ways of working. Some of our clubs have never seen a Hy-Tek entry file in their lives, BUT with email and telephone support – mainly from Louise, ALL clubs managed to enter teams successfully.

It made me realise what diverse systems our clubs use and how really we can never satisfy everyone (why would that be a surprise).

In terms of distribution of entry files to the clubs running the meets, we really need entries submitting on time. We cannot produce programmes or indeed the database until we have ALL teams entered. This year we received some entries on Saturday morning of the competition – that cannot continue regardless of what system we use going forward.

Assuming the membership agree to continue using Meet Manager, we will arrange training sessions so we can get all clubs up to speed with how to run a meet. We are also planning to produce some instructional videos for the website to cover how to submit teams and run galas.

From our point of view, the system worked much better. As mentioned last year it also meant we are not sending macro embedded spreadsheets around which are prone to virus hacks and therefore we are now more secure with your data.

We were fairly relaxed this year with penalties as we appreciate everyone was on a learning process, this will not be the case going forward.

- Timescales must be adhered to, and to that end if the decision is to progress with Meet Manager for the future we may need to consider some kind of penalty for failure to comply.
- The club running the meet should still be circulating the results after the meet to the attending clubs and to the compliance team.
- Participating clubs should ALL be submitting team sheets (marked up with any changes) to the compliance team – photos are fine as long as we can read them.

#### Vote for Adoption of Hy-Tek Meet Manager

Adoption of Hy-Tek Meet Manager Membership Vote Result			
Yes	No	Abstained	Outcome
17	0	0	Carried

#### 8. Election of Officers for 2019/20

**Proposed Officers:** NB: Clubs in alphabetical order nominate Chairman and Vice Chairman

Chair: Ian Bays (Potters Bar)

Vice Chair: Ray Preston (Kings Langley) *NB: Royston SC Vice Chair role 2020/21*

Secretary: Karen Huckle (Stevenage)

Treasurer/Pool Booking: Jackie Harvey (Hoddesdon)

Results/Compliance: Bryan Thompson (Harpenden) and Louise Hughes (Hitchin)

#### Members (Designated Tasks)

Officials: Graham Huggett (Bishops Stortford)

Host Packs: Maria Hunt (Broxbourne) *NB: Maria has agreed to stay on for one more year but asking for volunteer to shadow her and take on role for 2020/21*

Committee Member: Peter Bays (Hoddesdon)

**Outcome:** Unanimous vote to accept and elect members as documented

#### 9. Proposed Rule Changes

**To be carried must have a two-thirds majority of voting delegates in attendance**

#### **HSL Management Committee**

**Section 5 – Management Rule 5(b) Propose no changes to:**

Major League Annual Subscription Fee £100 and Late Subscription Fee £110

Peanut League Annual Subscription Fee £100 and Late Subscription Fee £110

Failure to Attend Fee £100 Spectator Fee Adult £4 and Children Free

(5b) AGM Membership Vote Result			
Yes	No	Abstained	Outcome
17	0	0	Carried

## 5(i) Club Proposal

### Proposer: Berkhamsted SC and Seconder: Tring SC

Original proposal raised as AOB at 2018 AGM. Berkhamsted and Tring SC's revised proposal for 2019 AGM, please reference attached.

Joint Swimming Club Team			
Yes	No	Abstained	Outcome
17	0	0	Carried

- Unanimous vote for implementation of joint swimming clubs B team as a trial for 2020 competition. To be reviewed at an EGM organised prior to 2021 entry form submission.
- Point 6 of proposal will need to be updated. Clarifying if 2 clubs have a combined team there is a requirement for discrete teams entered on entry forms and compliance lists.
  - Club A name team
  - Club B name team
  - Combined name team as ClubA-ClubB
- The combined team would enter into the bottom league.
- Possible adjustment to compliance rules requiring guidance notes for clubs.
- Negotiate between clubs for any data protection

### Revised 2020 Team Submission

- HSL Committee suggested new cut off and revised team submission with subscription fee required to be completed by **8<sup>th</sup> November 2019**
- Executive committee to organise draw and circulate to membership

Revised team submission date and gala draw			
Yes	No	Abstained	Outcome
17	0	0	Carried

## 10. Dates for 1<sup>st</sup> Round of 2020 Major and Peanuts League

\* 1<sup>st</sup> round change due to Bank Holiday moved and regional championships on 1<sup>st</sup> weekend of May.

	Major League	Peanuts League
Round 1	8 <sup>th</sup> February	16 <sup>th</sup> May*
Round 2	29 <sup>th</sup> February	6 <sup>th</sup> June
Round 3	28 <sup>th</sup> March	4 <sup>th</sup> July

**AGM: Tuesday 13<sup>th</sup> October 2020**

## 11. Any Other Business

- Request for any trophies not returned at AGM to bring along to first round of Major League.
- **Teenage club swimmers are more than welcome to join the committee would be interested in their prospective in organising the league.**
- Suggestion that the league look into recruiting from local colleges by approaching head of sports department for volunteers.
- Concerns raised on mix up on timings/late start at Hemel Hempstead pool. Although reasonable hire fees we're unable to start earlier due to regular bookings. Suggest once league invites are distributed, hosting club gala manager make themselves known to pool manager, confirm timings and requirements.
- Moving forward requirement to provide support staff not officials or door entry/recorders list (reference Wavepower)

Meeting closed 21:40