

# MINUTES of the Halliwick Penguins Swimming Club Annual General Meeting Held by Zoom on at 1800 hours on 19/11/2020

## PRESENT

Jackie White MBE (President), Judith McLaughlin and Laurie Rackind (Vice-Presidents), William Wyatt (Chair/Minutes), Alison Skinner, Amita Sharma, Ann Thomson, Ashwath Sekaran, Catherine Leung, Debbie Fisher, Edward O'Byrne, Janet Jones BEM, Jennifer Okanay, Maria Leung, Prakash Patel, Raj Sekaran, Tracy Webster, Vicky Barnes and Wendy Berry.

## APOLOGIES FOR ABSENCE

Apologies for absence were received from: Demetri Anastasi, Antonia Coleman, Michael Coleman, Slava Drabat, Mo Haque, Nina Joannou, Ivan Lavrich, Liza Mutabazi, Marie-Jeanne Mutangilayi, Julie Otiti, Noah Potter, Sarah Potter, Eva Salisch, Christina Symeonides and Antoni Szymczak.

### 1. CONDUCT OF MEETING

All present agreed that the meeting could and should be conducted by Zoom in view of the prevailing Covid-19 pandemic. It was further confirmed and agreed that the meeting was being recorded for the purposes of Minute taking but confirmed that any recording would be securely deleted once Minutes were written.

### 2. MINUTES OF THE PRECEDING ANNUAL GENERAL MEETING (30/03/2019)

At item 3(a), "review" should be "view". With that correction, all present agreed that the Minutes were a true and accurate reflection of the 2019 Annual General Meeting and they were duly signed by the Chair.

### 3. MATTERS ARISING

- (a) The Chair commented that his efforts to find a successor had been put "on hold" for the moment given the current circumstances (Covid-19 pandemic) but that it remained his aim to find a successor in due course.
- (b) It was noted that the 70<sup>th</sup> Anniversary celebration meal at the Royal Chase Hotel in 2019 was a great success.
- (c) It was noted that we are not awarding "Penguin of the Year" this year, again given the current circumstances.

There were no other matters arising.

### 4. REPORTS

- (a) Chair (William Wyatt) – Report circulated prior to meeting. Vicky asked whether there had been a good response on being able to recently return to swimming, albeit in a Covid-secure way. It was reported that this was the case although we have had to adapt how we run swimming sessions, which are being run appropriately given current and changing requirements to prevent the spread of Covid-19.
- (b) Secretary (Arti Khullar) – No report received, but Arti continues to deal with correspondence received etc. However, this has been limited in the current circumstances. We have had a few enquiries for membership but we are not taking any new members at the moment. We are giving priority to current members in terms of returning to swimming. Tracy asked whether we are "at capacity". That is not really the consideration at the moment; rather, current members who can safely return to swimming at the moment are invited to do so, and those that are not able to safely return or who do not want to are not. Much as we would love to have everyone back into the water, at the moment, we have to invite those we can so that club sessions can be run in a Covid-secure way.
- (c) Treasurer (David Ward) – Club profit and loss account and balance sheet circulated prior to meeting. It was noted that although we made a "loss" this financial year (2019), this is not uncommon in a year where we do not hold a sponsored swim. Conversely, in 2018 when we did hold a sponsored swim, we made a "profit". It was asked whether we could dispense with the Derek Bernand fund and put this balance into general funds. Some discussion took place over this but it was thought that on balance, this ought to be kept as a separate fund. It is possible that the fund was set up on a restricted basis although it was probably set up at least 40 years ago. The Derek Bernand fund was set up to award 'Ice Mountains'; these were/are very rare awards for a swimmer who does something truly 'exceptional'. It was asked whether we were paying for the pool when we are not able to swim. William advised that this was not presently clear. It is something

that we will need to check as the position develops. We pay £14-50 per week to cover costs of pool staffing and lifeguards. We have paid up to the end of August 2021 (although that may change depending what happens in terms of the money paid for weeks we have not been or may not be able to swim). The hire of the pool itself is free. We used to pay £12-50 per week but when we resumed after the first lockdown, following negotiations, the pool management asked us to pay £14-50 per week which was agreed. **Accounts were approved by all at the meeting** with thanks to David and Jane Brown (independent reviewer).

- (d) Chief Instructor (Janet Jones BEM) – Report circulated prior to meeting. All at the meeting were sad to see that Janet was resigning from the post of Chief Instructor and very grateful thanks were expressed for her work and dedication over many years. Janet confirmed that she would still be around to support the club and confirmed that she would not formally resign until the following AGM in 2021.
- (e) Administration – In terms of administration, in some senses, it has been a quiet year given the Covid-19 pandemic but we have tried hard to continue communication with club members via email, Zoom and so on; we obviously worked hard to get the club up and running again after the first lockdown. We will be back to swimming again as soon as circumstances allow.
- (f) Instructors – Amita commented that we wanted to get more onto their Green Badges and hopefully it will be possible to do more badge work as soon as circumstances allow. Ann and Alison confirmed that as soon as possible, they would be willing to come along and help with badge work.
- (g) Competitions (Eva Salisch) – Report circulated prior to meeting. Although Eva did not expressly say so in her report, it was confirmed that Eva was resigning as chair of the competitions sub-committee. Eva has held this post for at least 25 years and huge thanks were expressed to her for her dedication and work. We will have to look for a successor when circumstances allow.
- (h) Liaison – No report received, but much in recent months has been getting the club back up and running following the first lockdown.
- (i) Communications – items covered above.
- (j) Social and Welfare (Wendy Berry) – Report circulated prior to meeting. Thanks were expressed to Wendy and John for organising the leisure swims when these are possible. They are greatly enjoyed and appreciated.

## 5. POINTS UNDER DISCUSSION

- (a) BLDSA Swim Challenge – (Formerly the One Hour Postal Swim) It is difficult to know whether, in the current circumstances and as they are likely to continue for the time being, this will be possible for 2021. Fortunately, 2021 is not a sponsored swim year so whether or not we can do it will not impact on us financially. It was thought that maybe we could get a group together to do it and this will be kept under review.
- (b) Swim England Affiliation – We are being asked to accord with Swim England's programme called 'Stronger Affiliation'. The deadline for this is 01/12/2020 which is an impossible deadline for us. However, we have begun work on this. Some of the key requirements are that key instructors undertake safeguarding courses. Janet, Jackie, Amita and Christina are booked onto courses in the near future. More junior helpers are required to undertake a short-form safeguarding course and we will have to progress this when possible. The other aspect is that we need to update our constitution. This is a work in progress although it is a difficult task for a number of reasons: We are a registered charity and we are also affiliated to Halliwick AST (the UK national Halliwick association); all these elements need to be drawn together and it is not therefore just a question of adopting Swim England's model constitution (which has its own requirements as well). This will be taken forward as soon as possible. A special meeting will need to be called to discuss our updated constitution when this is ready for discussion/approval by us, the Charity Commission and Swim England. There was some discussion and it was noted that we teach very differently to Swim England. We are waiting to hear from them as to our training; we have submitted the outline to Halliwick AST's Foundation Course (which a number of our instructors have undertaken) and they are reviewing this. In terms of safeguarding, it was noted that physical contact with swimmers is essential to our method of teaching and this is something that Swim England will have to appreciate. It was agreed that any club members who incur expenses as a result of going on safeguarding courses or the like would be reimbursed by the club. Ann advised that the NCC (the National Co-ordinating Committee) may be a place to go if we need help with

these issues concerning our affiliation to Swim England. She will have a word with the Chair of the NCC to see what can be worked out.

(c) Safeguarding – Covered at 5(b) above.

6. **APPOINTMENTS AND ELECTION OF OFFICERS**

The following were appointed:

President – Jackie White MBE

Vice-Presidents – Judith McLaughlin and Laurie Rackind

**Agreed by all at meeting with thanks.**

At this point, William stood down as Chair and the Chair was taken by Jackie White MBE.

**Nomination of Chair** – William Wyatt

**Proposed by Janet Jones BEM, Seconded by Laurie Rackind, Agreed by all at meeting.**

At this point, the Chair was taken by William Wyatt. William repeated that he was continuing to look for a successor but that this has been put “on hold” in the current environment; efforts will continue when things are on a more ‘even keel’.

**Nomination of Secretary** – Arti Khullar

**Proposed by Vicky Barnes, Seconded by Raj Sekaran, Agreed by all at meeting.**

**Nomination of Treasurer/Assistant Treasurer** – David Ward/Jackie White MBE respectively

**Proposed by Janet Jones BEM, Seconded by Laurie Rackind, Agreed by all at meeting.**

**Nomination of Chief Instructor** – Janet Jones BEM (proviso, stepping down at 2021 AGM)

**Proposed by Laurie Rackind, Seconded by Debbie Fisher, Agreed by all at meeting.**

**Nomination of Helpers’ Representative & Minutes Secretary** – No nominations for these posts so left vacant  
Vicky Barnes is stepping down from these posts after 35 years as she is hoping to move out of the area in the new year. Enormous thanks were given to Vicky for all her dedication and hard work for so many years.

**Nomination of Chair of Competitions Sub-Committee** – No nomination so left vacant

Eva Salisch is stepping down after more than 25 years in the role. Again, our sincere thanks were given to Eva for all of her dedication and hard work for so many years.

The following were Nominated, Proposed, Seconded and Agreed *en bloc*:

**Liaison Sub-Committee Chair** – Edward O’Byrne

**Social/Welfare Sub-Committee Chair** – Wendy Berry

**Senior Swimmers’ Representative** – Maria Leung

**Junior Swimmers’ Representative** – Debbie Fisher

**Club Captain** – Noah Potter

**Proposed by Janet Jones BEM, Seconded by Jackie White MBE, Agreed by all at meeting.**

With that being the business of the meeting concluded, the meeting was closed at 1930 hours with thanks.

Signed ..... (Chair)

Dated .....