

**FISHGUARD FLYERS
NOTES OF COMMITTEE MEETING
HELD ON 26TH APRIL 18 AT FISHGUARD LEISURE CENTRE**

Item No:	Item	Remarks/Discussion/ Decision	Action
1	Present	Glenda Thomas (GT), Friederike Schmidt (FS), Anita Thomas (AT), Lynne Fischer (LF), Katherine Clapham (KC), Lorraine West (LW)	
2	Apologies	Martha Owen (MO), Jo Montgomery (JM),	
3	Minutes of Previous Meeting	*Flyers membership pack – MO, KC, and KW have met up to look at the pack. Pack is in the process of being updated and will then be available on the website	MO/KW
4	Club Development	<p>*FS and GT met with Joe Tucker. Old Development Plan is in the process of being updated, along with summary of roles for committee members.</p> <p>*Statement of commitment – this was used some time ago and may be an idea to resurrect and put on the website.</p> <p>*Welcome pack to be looked at (as above)</p> <p>*GT – waiting for Rob to print of fliers – GT to chase.</p> <p>*JM taken photos of the boards for Rob to look at over Christmas. - LF has sent photos to JM. Updating of boards is now urgent. Jodie in FLC has tidied up the one in reception, however various information needs to be on display (constitution, code of conduct, etc) GT to email JM directly</p>	<p>GT</p> <p>MO/KW</p> <p>GT/RM</p> <p>GT/JM</p>
5	Treasurers Report	*Year end Treasurers report received and has been sent to Swim Wales and also all members prior to the AGM.	
6	Membership Report	* All renewals have now been completed.	

		KC to compile list of all members, and also to speak to Swim Wales about the new Data Protection Laws coming into force on the 25 th May 18.	KC
7	County Report/County AGM	<p>* LF reported that there was still no further information from the County regarding the cooling off period, and also what is the plan for Development Clubs. To raise at next meeting.</p> <p>*LF reported that there is possibly only 60% of funding available for the replacement of Sam. Ideas are being put forward to try and fund the remainder of the post.</p>	LF
8	Child Protection	<p>*Safeguarding Course – JM experiencing difficulty in arranging a suitable date for the safeguarding training – ongoing.</p> <p>*See above - New Data Protection Laws coming into force from 25th May. KC to look at the link provided by GT to see what impact this may have. (ongoing)</p> <p>*Time to Listen Course – JM has checked, but no course is scheduled at the moment – will be informed when one is. (ongoing)</p>	<p>JM</p> <p>KC</p> <p>JM</p>
9	Coaches Report	<p>*3 Coaches have recently completed their Level 1 training (Rob, Ryan and Julie).</p> <p>*Wild Card names need to be given to Craig.</p> <p>*Delay in DBS checks for a couple of volunteer coaches. GT to chase up with JM</p> <p>Dates For Events</p> <p>*27th April – Swimathon *18th May- Pembs League Gala * 1st July or 15th July – Potential date for Club Champs.</p> <p>*Issue with FLC starting to pull up the ropes early whilst swimmers are still in the pool. Potential Health and safety issue. FS to discuss with FLC</p>	<p>FS</p> <p>GT/JM</p> <p>FS</p> <p>FS</p>

12	Fund raising/AVIVA/Community Chest	<p>*Volunteers still needed to spend time on fund-raising and look into potential grants/funding available. (ongoing)</p> <p>*Community Chest Panel being held on 3rd May, so we should know if funding has been successful for the Level 1 Coaches Course.</p>	AT
13	AOB	<p>*LF and Sian to email Lorraine to be reimbursed for CPD expenses.</p> <p>*Signatories for the account to be checked – LW confirmed that LW, GT, RC, FS and KC are current signatories. Confirmation of change needs to be minuted. – The change in signatories was not discussed further – needs to be discussed at next meeting</p> <p>*AT to contact Swim Wales to chase up Insurance Certificate</p> <p>*GT to meet with KW re website to go through what needs to be included on 30.4.18</p>	<p>LF/Sian</p> <p>LW</p> <p>AT</p> <p>GT/KW</p>
14	Next Meeting	Wednesday 16 th May 6pm at Peppers - tbc	