

**FISHGUARD FLYERS
NOTES OF COMMITTEE MEETING
HELD ON 27TH MARCH 19 AT PEPPERS**

Item No:	Item	Remarks/Discussion/ Decision	Action
1	Present	Anita Thomas (AT), Lynne Fischer (LF), Katherine Clapham (KC), Friedericke Shmidt (FS), Anna Dunning (AD), Lorraine West (LW), Paul Mason (PM)	
2	Apologies	Karl West (KW) Martha Owen (MO), Joe Tucker (Swim Wales)	
3	Minutes of Previous Meeting	<p>*Flyers membership pack –KW has sent out pack to all for approval. Need to be finalised by end of Feb. Possibly include “parents expectations” section. ongoing</p> <p>*Minutes of previous meeting agreed,</p>	
4	Club Development	*Old Development Plan is still in the process of being updated – FS to contact Joe Tucker to get the development plan. Once agreed it can be made public.	FS
5	Treasurers Report	<p>*Balance in account was £4,669.30 as at 17/3/19. Estimated available funds at end March £4,365.24</p> <p>*Expenses for FS and £30 for RAOB to come out of this balance also.</p> <p>*Signatories need updating. LW proposed that Glenda and Richard be removed as signatories, and AT and AD be added. Committee approved the amendments.</p> <p>*Memberships can now be paid by BACS.</p> <p>*LW to complete year end figures and forward onto Joe Tucker (Swim Wales)</p>	
6	Membership Report	<p>* KC to contact Swim Wales again to see whether there is any guidance on GDPR, and if they have a privacy policy. If not, FS to write one.</p> <p>*KC to confirm membership numbers once all the membership renewals have been returned.</p>	

		<p>*KC explained that it was brought to her attention that our membership numbers did not tie in with FLC's records. KC provided a list to FLC (which has been provided previously), and it was found that there were several discrepancies between the numbers of swimmers, and the rates that each were paying.</p> <p>PM and KC met with Kelly Gittings and Dylan Nicholas from FLC. KC provided a copy of emails which she had sent to John Parsons to inform him of changes in swimmers/tiers.</p> <p>It was agreed that as from 25/3/19, all swimmers to swipe in at reception.</p> <p>Also, KC to email the list of all renewed members as at end of April to FLC. They will then correct all membership from then on. No one will be asked to pay any outstanding debts.</p> <p>KC and PM asked KG what would happen if swimmers swiped in and their account showed up any issues. KG assured that there wouldn't be any problems, however this doesn't seem to have been communicated to all FLC staff.</p> <p>KC to email KG and DN regarding this. Also to ask for box to be left on reception for the cards as agreed.</p> <p>There were 3 members who have no membership at all with FLC. KC to contact parents directly.</p>	<p>KC/FS</p> <p>KC</p> <p>KC</p>
7	County Report/County AGM	<p>*Preseli Panthers currently having issues with their committee. It was been suggested that Fishguard Flyers amalgamate with Crymych and help on a Wednesday evening by providing coaches in Crymych and helping with committee administration.</p> <p>LF to report back that we are stretched with coaches currently without the added pressure. Logistics would be an issue. There is no community connection between the clubs. Also, the Flyers is one of the smallest clubs – could one of the larger ones (e.g. Hwest) help out instead?</p> <p>*Pembrokeshire League – Suggestion put</p>	<p>LF</p>

		<p>forward by Paul Hayley, that there are 5 meets a year (every 2 months). FS to run this past the coaches before LF feeds back to county. Possibly suggest reverting to what used to happen – 3 meets a year (once a term).</p> <p>*Fees will be increasing as from 1st April by 3%, other than Waterdragons which will remain at £19.50. Tier 2 - £28.80 Tier 3 - £34.80 Tier 4 - £39.10 Tier 5 - £43.50 Tier 6 - £47.90</p> <p>*Club Development plan – A draft will be coming out soon from the County.</p> <p>*LF enquired whether there was a contract between Fishguard Flyers and County – LF confirmed there wasn't.</p> <p>*Trials for county are coming up shortly. FS to check with coaches with regards to putting names forward.</p>	<p>FS/LF</p> <p>FS/LF</p>
8	Child Protection	<p>*Safeguarding Course –Ongoing. LF enquired with Gary re Safeguarding and Time to listen course. LF to follow up.</p> <p>*AD to speak to JM to gather all safeguarding certificates and compile a list of expiry dates.</p> <p>*AD reported that we had one small issue which has been resolved.</p> <p>*Caz has been chasing up Lee's DBS – AD to speak to JM to chase urgently as he is due to start helping out after Easter.</p>	<p>LF</p> <p>AD</p> <p>AD/JM</p>
9	Coaches Report	<p>*Timekeeping Course – Although we had 6 names for those wanting to do the timekeeping course, only 1 is able to attend the course on the 14th April. FS to compile an email to be sent out.</p> <p>*Karl West now shadowing Ryan Poolside and will be coaching on a Fri eve.</p> <p>*Roger Kaygill DBS now has come through and he has started to shadow Rob.</p>	<p>FS</p>

		<p>*Regional Gala. Great event, however issue with County which FS has written to Nick and Craig about. Currently awaiting a response.</p> <p>No Times gala – only 5 swimmers which was disappointing.</p> <p>Swindon Meet – 2 swimmers attended.</p> <p>RAOB – very successful.</p> <p>Tiger Bay meet taking place next weekend.</p> <p>Julie still unable to coach which is putting pressure on AD.</p> <p>*New Squad Structure – this was implemented after half term. 3 parents have expressed concerns with 1 writing to Swim Wales directly. Awaiting feedback from Swim Wales. Joe Tucker was hoping to attend this meeting however unable to, so will try and come to the next meeting.</p> <p>However as a result of the new structure, Friday numbers have improved, as have swimmer numbers over other sessions.</p> <p>*From the Monday after the Easter Break, the Monday sessions will start 45 minutes later. So 5:45 – 7:45.</p>	
12	Fund raising	<p>*Ongoing issue of fundraising and needing to find 2 or 3 members who are willing to organise something perhaps once a term. Suggestion of Curry night should be taken forward/coffee mornings/cake stalls etc Caz currently organising social event in summer which could perhaps be a fundraiser also – eg raffle.</p> <p>*MO making further enquiries into her fundraising idea around swimming to break a record. (ongoing)</p>	
13	AOB	No other matters	

14	Next Meeting	Wednesday 8 th May 2019 5.30pm at Peppers.	