



Turtles Swimming Club Annual General Meeting

Saturday 9th June 2018 19.30pm

2018 AGM Agenda

2nd Ickenham Scout Hall, Community Close, Ickenham

1. Apologies for Absence
2. To Approve the 2017 AGM Minutes
3. Any Matters Arising
4. Chairman's Report
5. To Receive & Approve the Annual Accounts and Treasurer's Report
6. Secretary's Report
7. Election of Officers & Committee:

Chairman, Vice Chair, Treasurer, Chief Instructor

Secretary / Child Protection Off. Assistant Secretary

Competition Secretary, and 6 Committee Members
8. Appointment of Auditors
9. Changes to the Constitution
10. Any Other Business;



The Turtles Swimming Club is for anyone with a physical, mental health or learning difficulty.

Based at Highgrove Pool in Ruislip, the club meets every Saturday between 5pm and 6pm

THANK YOU TO THE ORGANISATIONS AND INDIVIDUALS WHO SUPPORT THE TURTLES

Waitrose

ASDA

names.co.uk
A DADA BRAND



Friends
of Ken

Ruislip Combined
Charity



AGM CHAIR'S REPORT

My first year as Chair of Turtles Swimming Club has whizzed past and it has been another successful year for the club.

We continue to grow in membership and evolve to maintain our reputation as a thriving, dynamic and happy club.

Long may this last!

Volunteers

As clubs like ours would not exist without volunteers - I would like to thank each and every one of them for giving up their time and for their commitment to our cause. A big welcome goes to Eleanor Horne and Jack Grey who are our newest recruits and have been successfully inducted as poolside helpers. Eleanor comes to us as part of her Duke of Edinburgh Award and Jack, who was a club swimmer at Ealing, is hoping to gain lots of experience to support him in his aspiration to be a PE teacher. We wish Eleanor well in her recovery as she has been quite unwell in recent months. I would also like to give a special mention to Linda Clarke who steps down from her role as Chief Instructor this year. She has generously given her time over many years each Saturday to be responsible for overseeing everyone at poolside and giving tuition and encouragement to our members. We are very grateful to Linda for this and for agreeing to stay on our committee as deputy chief instructor. We hope to still see her poolside for many more years to come.

Club Administration

We have renewed our independent insurance arrangement with Hiscox (via Swimsure Brokerage) for a further year. We have also renewed our agreement with Hillingdon Community Transport who supply us with subsidised mini buses which we use for some away galas. At the end of last year the committee felt that it was time to review and update our policy documents. This was a lengthy process and we aimed to complete one policy per month. Once reviewed they were included in our monthly newsletter and uploaded onto our website, if any members are unable to access our policies via the website, please feel free to request a paper copy. Dave Lee works tirelessly to ensure our website and newsletters are highly informative and up to date. If you have any questions about our club, including travel arrangements and report times for away galas, please have a look in the latest newsletter as the answer is sure to be in there.

AGM CHAIR'S REPORT (CONTD.)

In March Dave produced a special 100th edition of our newsletter with some lovely photos from our archives – all 100 editions have been down to Dave's diligence, effort and eye for detail and I would like to thank him for his superb Editor in Chief work.

I would also like to thank Bijan Ghorbanian for his sterling work at Reception completing the register each week, I speak from personal experience when I say this is no mean feat. We closed the financial year with a healthy bank balance. Rosemary Noyes has continued to be our trusted treasurer and holds our purse strings tightly to keep us all in check.

General Data Protection Regulations (GDPR)

As I am sure you are all aware, GDPR becomes enforceable on 25th May 2018. As a club we hold data drawn from information you have supplied to us or we have collected through your swimming (eg swim times.) We solely hold this information for the purposes of club administration and do not pass any information to external parties, with the exception of where that information is to be used for your participation in competitions or galas. We communicate with you via e-mail – you have the option to withdraw from this on request. Should you wish to see the information we hold on you, please e-mail the Turtles Swimming Account.

Poolside

We are always grateful to Highgrove's lifeguards and other staff for supporting our sessions. The non-working hoist and pool closures are issues that we are aware of; we are currently in communication with Highgrove management to try to address these matters. In the meantime we are carefully monitoring these situations which are unfortunately out of our control.

We continue to be lucky to be supported by two Level 2 swimming teachers in Cheryl Lee and Jessica Grey. Both have varied coaching and teaching experiences outside Turtles Swimming Club to draw on. Cheryl has agreed to stand as our chief instructor this year – we look forward to welcoming her to our committee and I am sure she will be a wonderful addition to the team. We are also lucky to have several Level 1 swimming teachers who provide excellent support to so many of our members. Thanks to the generosity of several donations and other fund raising opportunities we have been in the position to invest in new and varied swim equipment including a variety of different sized swimming belts, floats, mirrors and hand paddles. The introduction of Daisy, Daffy and Donald was a particular highlight for me. As required by our insurance policy we have held a couple of planned pool evacuations as well as a few unplanned ones! All have gone smoothly, thanks to everyone for their support and cooperation during these drills.

AGM CHAIR'S REPORT (CONTD.)

Galas and Competitive Activities

Turtles Swimming Club continues to participate in several invitation galas – six this year. There were many special moments and individual successes but I would just like to mention and celebrate the following:

- ♦ **Winning the Barracuda Trophy in June**
- ♦ **Turtles A and B teams coming joint second in the inaugural Ealing Gala in January**
- ♦ **Winning the Junior Trophy and being runners up in the senior competition at the Hanworth and Feltham Gala in March**
- ♦ **Winning the Chairman's plate for outstanding Team Performance at the Hanworth and Feltham Gala**

As you can see, we maintain a competitive presence amongst our neighbouring swimming clubs. Thank you to all our swimmers who compete for our club.

Jeanette Prentice needs to be mentioned at this point for topping our 2017 medals table.

Just last month we held our club championships. It is always lovely to see everyone having fun in a friendly competitive environment. This year we decided to re-introduce a Novice's Race – this appeared to be a great success, well done to all our youngest members for taking part. On a personal note, I particularly enjoyed the family relay where intense family rivalries surfaced. I look forward to receiving the trophy from Dave!

We also participated in the British Long Distance Swimming Association Sponsored Postal Swim. Nine of our members took part, well done to you all.

Fundraising

Swimming Clubs like ours rely on donations and fund raising opportunities to support the work we do. We use this money to help train our teachers, buy new equipment, subsidise transport and other activities, produce monthly newsletters as well as other admin costs. We are therefore extremely grateful to the individuals, families and organisations that have supported us this year. These include: The Clarke Family; Friends of Ken; Waitrose – Ruislip; Waitrose – South Harrow and Asda – South Ruislip.

Social Activities

In March we organised another fun session on the inflatables at Hillingdon Pool. As usual a good time was had by all and we hope to repeat this session sometime in the not too distant future.

Finally

On a sad note, several of our long standing members passed away this year: Pauline Dew, Pat McCorry and Erich Hoffman. Our thoughts are with their families and friends and we give thanks for their contributions to our club.

**Alison Grey
Turtles Chair**

AGM SECRETARY'S REPORT

This has been my first full year in the role of secretary and I would like to thank Bijan in his role as Assistant Secretary, taking the AGM Minutes in my absence. I would also like to acknowledge the huge debt of gratitude I owe to Dave, Nigel and Alison who do so much for the club and provide such excellent advice and support and their dedication to swimming is tremendous and I am appreciative of their direct help to me. There is a lot to do in this coming year to bring us up to date with some processes including our commitment to Safe Guarding and this is something I will be pursuing.

In this past year We have Reviewed and updated all existing club policies as follows:

- ◆ **Child & Vulnerable Adult Protection Policy Statement & Child Protection Procedures**
- ◆ **Health and Safety Policy Statement**
- ◆ **Poolside Helper Induction Programme**
- ◆ **Poolside Helpers & Swim Teachers Policy & Progression**
- ◆ **Members Code of Conduct**
- ◆ **Parents, Carers & Supporters Code of Conduct**
- ◆ **Volunteers Code of Conduct**
- ◆ **Supervision When Visiting Other Locations - Policy Statement**
- ◆ **Anti-Bullying Policy**
- ◆ **Whistle Blowing Policy Statement**
- ◆ **Club Equity Statement**

Proposed Changes to the Constitution

We have also redrafted the Turtles Constitution for which we need approval of 2/3rds of those present at the AGM. Copies of the proposed revised Constitution have been available to view for over 3 months and notice of proposed change has been communicated to the membership through the Newsletter and at the Saturday reception.

The reason for the redrafting was that the original Constitution was drafted over 20 years ago. It was added to in 2014 but the original Constitution was not changed. The result being that the amended Constitution was a long document with some repetition and became difficult to read through.

The proposed 2018 Constitution, correctly places all the subject matter under sub-headings and also addresses some of the more unworkable procedures in the existing Constitution.

The changes for approval are as follows:

AGM SECRETARY'S REPORT (CONTD.)

Proposed Changes to the Constitution (contd.)

Membership Clauses – The 2014 additions have been incorporated into the Membership Section and the clauses renumbered accordingly.

Officers & Committee Members - Vulnerable Adult & Child Protection Officer added to the list of Officers.

Disciplinary Procedures — Again the 2014 amendments have now been incorporated into the main text and the clauses renumbered. The sub-committee appointed to review an allegation if satisfied the evidence is sufficient will recommend that the member is expelled or alternatively receives a written warning. The member will have the right of appeal to a quorate Committee Meeting. This is instead of the current requirement to arrange an Extraordinary General Meeting to consider an appeal.

Annual General Meeting – Clauses renumbered for clarity.

Extraordinary General Meeting – Quorum for an EGM defined as 15 members present – 3 of whom must be Committee Members. EGM no longer required for disciplinary hearings.

Subscriptions – Communication for the change in proposed subscription rates reduced from one year (AGM) to 60 days. However, changes to subscription rates will be recorded at the AGM. Subscriptions concessions to NASCH members is now dropped as we are no longer members of NASCH.

Governance - Issue related to future changes to the Constitution are captured in this new section and renumbered accordingly.

Dissolution – Section renumbered.

Organisation & Administration – This section captured the 2014 amendments and these are now included in the main body under the correct headings.

Copies of the Constitution are available at the AGM and on the Turtles Website

In summary, I have really enjoyed the last year, attending meetings and helping out on the administrative side of things. I am happy to continue in the role this coming year working closely with fellow committee members. I would like to take this opportunity to wish all our members, families and helpers my very best regards and hope you all enjoy the benefits of being part of a great swim club.



Andrew Wallis, Club Secretary

AGM TREASURER'S REPORT



I am pleased to say that once again we end the year in a very healthy financial position.

Our income is holding up well with many new members this year which also reflects on our weekly pool collection.

Expenditure is higher this year as we have invested in new poolside equipment including additional swimming aids and a larger trolley to house them all.

The good news is that we are holding the annual subscription rate at its current level where it has remained for several years now.

As always I would like to thank everyone who assists in raising funds and also grateful thanks go to our generous donors.

**Rosemary Noyes
Hon Treasurer**

COMMITTEE ELECTIONS

The Turtles Constitution provides that as well as the specific Officer positions, six other nominations may be elected as Committee Members.

All of the existing Committee Members are prepared to stand again for re-election.

With Linda Clarke also standing this year as a Committee Member, if all nominations are successful we would have seven Committee Members.

If that is the case, then Ann Chivers is prepared to become a non-voting Co-opted Committee Member.

We can make provision for anyone else who wishes to join the Committee in a similar way.

OFFICERS STANDING FOR REELECTION



**ALISON GREY
CHAIR**



**NIGEL GREY
VICE CHAIR**



**DAVID LEE
COMPETITION
SECRETARY (& CLUB
PRESIDENT)**



**ROSEMARY NOYES
TREASURER**



**CLUB SECRETARY
& CHILD PROTECTION
OFFICER**



**BIJAN
GHORBANIAN
ASSISTANT
SECRETARY**

**Linda Clarke is stepping
down as Chief Instructor
but wishes to stand as a
Committee Member**

**Cheryl Lee is prepared
to stand for election to
the position of Chief
Instructor**



CHERYL LEE

COMMITTEE MEMBERS STANDING FOR REELECTION



DON LAMB



EMMA HEWLETT



PATRICIA BONNEY



LINDA CLARKE



TERRY CHESHIRE



**ANN CHIVERS WISHES TO BE
A CO-OPTED COMMITTEE
MEMBER (WITH NO VOTING
POWERS)**

**PETER HORNE
HAS SPECIAL
RESPONSIBILITY
FOR HEALTH &
SAFETY**



2018 AWARDS PRESENTAION

Following the AGM, presentations will be made for the following annual awards:

Junior 3 Lengths Champion
Ladies 3 Lengths Champion
Mens 3 Lengths Champion
Junior 1 Length Champion
Ladies 1 Length Champion
Mens 1 Length Champion
Novice Champion
Diving Champion
Relay Champions
Helpers Champion
Family Relay Champions
Junior Improver
Senior Improver
Volunteer of the Year

Don Lamb award for 'Service to the Turtles'



JUNIOR 3 LENGTHS CHAMPION
DOMINIC O'NEILL-CUADROS



LADIES 3 LENGTHS CHAMPION
SOPHIE GREY



MENS 1 LENGTH CHAMPION & 3 LENGTHS CHAMPION
CHARLIE



NEIL DEW CUP JUNIOR 1 LENGTH CHAMPION
ESSIE BODDEN-BRYAN



NOVICE CHAMPION
ETHAN DOHERTY



LADIES 1 LENGTH CHAMPION
TILLIE HEWLETT



RELAY CHAMPIONS LADIES TEAM,
SOPHIE GREY, JEANNETTE PRENTICE & TILLIE HEWLETT



DIVING CHAMPION
OLIVER REGAN

2018 AWARDS PRESENTAION



**HELPERS
CHAMPION
JORDAN MASON**



**FAMILY
RELAY
CHAMPIONS
GREY**



**DON LAMB AWARD FOR
SERVICES TO THE TURTLES
CHRISTINA & SAM RANDALL**



**JUNIOR
IMPROVER OF
THE YEAR
VARUN KODIAL**



**SENIOR
IMPROVER OF
THE YEAR
JOSH ARENDS**



**VOLUNTEER OF THE
YEAR
LINDA CLARKE**

Congratulations to all this year's winners.

Turtles Website:

<http://www.ruislipturtles.org.uk>

Turtles email:

turtlesswimming@yahoo.co.uk



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health or learning difficulty.***