

Swim England Cambridgeshire
Affiliated to Swim England East Region
ANNUAL GENERAL MEETING (2024 - 2025)

Minutes
27 September 2025 at 10:00am

Attendees:

Gergely Kokas (Chairman), Ian Liversedge (President Elect), Nicky Phillips (Secretary), Matt Newton (Treasurer), Sharyn Bord (Diving Representative) Andrew Jones (St Neots Swans), Alec Hirst (Huntingdon Piranhas) , Chris Greenhalgh (Coaches' Forum, COCSC), Chris Sackree (COPS), Debbie Kendall (City of Ely) Clare Challenger (Records Secretary), Mark Pickells (Manor Dolphins), Lauren Grice (City of Ely), Paul Thompson-Clark (St. Neots Swans), Sylvaine Bruggraber (COCSC), Hemendra Dassanayake (St. Neots Swans), Fran Rickard (March Marlins), Susan Cole (March Marlins) , Andrew Pillow (Welfare Officer), Livia Gyorbiro (Huntingdon Piranhas),

AGM Agenda

Gergely Kokas opened the meeting and welcomed attendees. The agenda for the meeting included ordinary AGM business items plus a vote on Swim England Cambridgeshire County Championships conditions, a discussion topic on county collaboration initiatives was also planned, plus an open invitation for last-minute ideas for discussion.

Raising Any Other Business (AOB) and Apologies Gergely Kokas inquired about any AOB topics upfront to help with time planning, leading Mark Pickels to raise the urgent issue of the pool closure in Whittlesey. Nicky Phillips reported apologies: Sarah Noteboom, Pauline Paines.

No proposed resolutions have been offered to this meeting.

1. Review of Minutes of 2024 AGM

The draft Minutes, including an amendment identified prior to the AGM, were approved as accurate.

2. Chairman's Report – see below

3. Treasurer's Report 2025 – see below

4. Secretary's report – see below

5. 2024/25 County Diving Report – see below

6. Disability report – see below

7. Masters Representative Report – (Post Vacant) – see below

8. Officials Secretary Report – see below

9. Open Water – Post Vacant

10. Records Secretary Report – below

11. Trophy Secretary report – see below

12. Welfare Officer's Report– see below

13. Coaches' Forum Report – see below

14. Championship Secretary (job description) – see below

15. Vote on amendments to the Swim England Cambridgeshire Constitution

A vote was taken, and passed, to accept the proposed changes to the constitution per the document circulated with the AGM Agenda and presented by Nicky Phillips. The Constitution will be updated accordingly, circulated to all clubs and uploaded to the County website.

16. ELECTION OF OFFICERS

Nicky Phillips initiated the election of officers, explaining that due to no nomination forms being submitted, verbal nominations and seconds would be accepted as follows:

- a. Chairman – Gergely Kokas nominated, seconded by Nicky Phillips
- a. President Elect – no nominations, post vacant
- b. Treasurer – no nominations, post vacant
- c. Secretary – Nicky Phillips nominated, seconded by Paul Thompson-Clark
- d. President – Ian Liversedge (president elect last year)
- e. Open Water – no nominations, post vacant
- f. Diving Representative – Sharyn Bord nominated, seconded by Gergely Kokas
- g. Disability – no nominations, post vacant
- h. Masters – no nominations, post vacant
- i. Officials Secretary – Sarah Noteboom nominated, seconded by Nicky Phillips
- j. Trophy/Medals Secretary – no nominations, post vacant
- k. Records Secretary – Clare Challenger nominated, seconded by Gergely Kokas
- l. Welfare Officer – no nominations, post vacant
- m. Championship Secretary – no nominations, post vacant

17. 2026 County Championships and County Development Championships Details

There was a lengthy discussion on this topic recorded as follows:

Gergely Kokas presented the proposed qualifying times, consideration times and schedule for the 2026 County Championships, as circulated in the AGM agenda. The Executive are planning a two-weekend event in January and February 2026. The programme includes two-hour sessions on Fridays and two-and-a-half-hour sessions on weekends, accommodating approximately 400 extra swims compared to 2025. The second weekend is proposed as Friday and Sunday. The relays are removed from this programme and will be held as a separate event, potentially added into a Cambridge event during the summer. The Skins event will be maintained and held on the last Sunday.

Consideration Times and Qualification: Gergely Kokas introduced consideration times for 50m and 100m events, in addition to qualification times, which are subject to space availability. These consideration times were based on ranking reports of the top 15 times in each age group and event, aiming to reflect the diversity in times. While current consideration times may appear inconsistent, the committee is open to proposals for better continuity or a flat percentage range, with the goal of communicating times soon for pool booking and swimmer preparation. Sharyn Bord raised a concern about potential conflicts with diving sessions, which Chris Greenhalgh addressed by confirming discussions had taken place and that the removal of relays should make it more manageable on poolside.

Friday Session Start Time and Warm-up Schedule: Chris Greenhalgh and Gergely Kokas discussed adjusting the Friday session start time, considering the impact on clubs traveling from further away, and Chris Greenhalgh suggested pre-planning to allow clubs traveling the furthest to have the latest warm-up slots.

Consideration Times for County Objectives: Hemendra Dassanayake expressed appreciation for the work on consideration times but suggested further tweaking, particularly for age groups like 14-15 girls, to encourage more swimmers to participate and aid retention. Gergely Kokas clarified that the current times align with goals based on Cambridgeshire ranking, indicating the 15th time in each event as of September.

Capacity and Management of Consideration Entries: Gergely Kokas explained that the consideration times aim to manage programme capacity by limiting entries to roughly the top 15th time in each event, ensuring that the number of entries can be manually processed within a week to create an accepted list. Hemendra Dassanayake emphasising the need for more data analysis. Gergely Kokas stressed the pragmatic need for a clear time cut-off, as rejecting a large number of swimmers after entry would be problematic.

Allocation of Consideration Time Spaces: Chris Greenhalgh sought clarification on how spaces would be allocated if many swimmers achieve consideration times, specifically asking if allocations would be equal across age groups or based on proximity to the county time. Gergely Kokas confirmed the standard approach would be to fill slots equally across age groups, prioritising those closer to the county time. He noted that rules could be set to prioritise filling finals, accepting the closest times afterward.

Wider Consideration Times and Annual Adjustments Andrew Jones suggested implementing wider consideration times to avoid needing annual recalculations and to provide more flexibility given uncertainty about take-up. Chris Greenhalgh proposed setting consideration times as a fixed percentage (10-15%) off the County qualifying time to ensure consistency across age groups and avoid annual changes. He also expressed concern that overly wide consideration windows could lead to many rejections, demoralising swimmers.

Proposal for Percentage-Based Consideration Times Gergely Kokas summarised Chris Greenhalgh's proposal to use a blanket percentage on top of qualifying times for consideration times, which would simplify the process and create more equality across age groups and genders. Chris Greenhalgh noted that this approach would make adjustments simpler year-on-year, allowing for changes to the percentage if finals are not fully occupied. Gergely Kokas agreed to explore 10% and 15% options for 50 and 100-meter events and share the revised times .

Next Steps for Consideration Times and Affiliation Fees Nicky Phillips highlighted that any method of setting consideration times would likely require annual adjustments, though a percentage-based system would be simpler. Gergely Kokas confirmed they would apply 10% and 15% options for 50 and 100-meter consideration times and share the revised document. A county executive meeting will be scheduled within one to two weeks to finalise and vote on the Qualifying, Conditional times and programme to secure licensing.

18. **2025/2026 County Collaboration Initiatives; and**
19. **Any Other Business :**

Impact of Whittlesey Pool Closure Mark Pickels raised significant concerns about the upcoming 16-18 month (potentially two-year) closure of the Whittlesey pool, stating it jeopardizes their club's future due to lack of infrastructure and a home pool. Mark Pickels emphasised the need for Swim England and the three impacted clubs (Whittlesey, March, and Cops) to coordinate a plan of action and urged putting pressure on Freedom Leisure regarding pool time allocation. Gergely Kokas confirmed that they had already met with the three clubs and acknowledged the severe challenges, including the inability for clubs to run local meets and March's previous pool closure experience.

Club Collaboration and County Support for Affected Clubs Fran Rickard at March Marlins expressed their club's willingness to collaborate and support clubs impacted by the Whittlesey pool closure, having faced similar issues with Freedom Leisure regarding swimmer access. Gergely Kokas affirmed the County's primary goal is to prevent any clubs from being lost due to the closure and agreed on the necessity of a coordinated negotiation with the council and operators. They expressed that Swim England should better control operators.

Meeting Calendar and Coordination of Meets Gergely Kokas highlighted the need to discuss the meet calendar, as the Whittlesey pool closure would impact the availability of venues for meets in Cambridge. They suggested that clubs should better coordinate their meet planning to avoid conflicts, reduce redundancy, and ensure higher attendance at meets. Gergely Kokas proposed that clubs collaborate more on planning to achieve their financial and professional goals more effectively, without interfering with individual club strategies.

Proposed Increase in County Fees Gergely Kokas announced a proposal to increase county fees from £4.20 to £6.00 per member for club train and club compete categories, aiming to increase funds by approximately £3,000-£4,000. Alec Hirst requested a breakdown of the fee increase structure for better understanding, noting geographical challenges and travel costs for members. Gergely Kokas clarified that the proposal was recent and would be shared for discussion and a vote at a future meeting.

Retention of Swimmers and GCSE Support Alec Hirst raised the issue of retaining higher quality individual swimmers as they age, noting a national trend of increased student enrolment in GCSE Physical Education (PE). Alec Hirst suggested that clubs could support swimmers in meeting the individual sport category requirement for GCSE PE, which could aid retention and provide opportunities for students to achieve high grades. Gergely Kokas and Nicky Phillips acknowledged this as a valuable idea, suggesting a separate follow-up discussion to understand how the county and clubs could collaborate on such a programme.

Future Meeting Logistics and Agenda Nicky Phillips and Gergely Kokas formalised the plan for a future meeting on October 8th, focusing on voting for the affiliation fee and the Swim England Cambridgeshire County Championships qualifying, conditional times and programme. Nicky Phillips suggested limiting the agenda to these two critical voting points to ensure timely decisions for licensing, acknowledging that broader topics like retention and pool closures would require separate, more extensive discussions. She planned to send out a placeholder invitation and subsequent agenda for the meeting, inviting executive members, head coaches, and coaches from the forum.

Thanks and the Meeting was closed.

Chairman's Report (including Club Overview Report)

2024 / 25 season was my first year in the role. Following the election at the SGM in September 2024 my aim was to maintain business continuity for the county and get to know the community and learn the environment to enable future improvement opportunities. I would like to thank everyone including my fellow Executives and the broader county community and the County Post Holder team members. I would like to thank All for their support and guidance during my onboarding into the Executive role this year.

I would like to encourage every county member to consider the vacant county roles as we need all hands-on deck to progress with the plans shared in this report.

Finally, these achievements and future plans could not and will not come to fruition without the support of managing a successful year together and look forward to continuing in the role per the outlines included in the report below.

Shortly after we were elected to the Executive roles we set 5 focus areas we used to assist to guide our activities throughout the season:

1. Events and Competitions:

- a. Our goal was to organise excellent meets to ensure the best development for the County swimmers whilst fostering a sense of community and healthy competition between the Clubs. I am proud to report that this goal was achieved with details for each event shared later in this report.
- a. As future commitment I aim to drive the following key agenda items under this focus area for the 2025/26 season
 - . Continue to discuss with the Diving team a way to extend the support to the County Diving Championships beyond provisioning of medals as the parties see best fit.
 - i. Continue to discuss and identify opportunities for the County to help promote and support organizing the first Water Polo County event within the next 2 seasons.
 - ii. Settle the key details of the County Swimming events at the time of the 2025 AGM with the goal to build on the feedback received throughout this season to adjust the event timing/ programme and Qualifying times to meet our strategic principles (number of days/ location) and financial principles (ensure combination of event criteria matching the budget available) as a swimming community.
 - iii. Secure 100% club participation both at the County and the County Development Championships
 - iv. Refresh the County Trophy range with support of our Trophy Secretary
 - v. Increase number of clubs participating at Regional OW Championships by 1-2 clubs within the next 2 seasons.
 - vi. Secure stable A final placement at National County Team championships within the next 5 years

As a County Association we supported and or directly organised 4 major events 2024/25 season:

2024 National team Championships (formerly known as Inter- County event)

Cambridgeshire competed in the A final at the Inter County event and finished 19th and will compete in the B final in 2025. Despite the event took place just a couple weeks after our election to the Executive role it went ahead smoothly and would like to thank Ben Negus and Matt Newton for their proactive work and supportive guidance to ensure the team participation. We are using the experience to prepare for the 2025 event better, including earlier team selection and organising a Team training day on 21st September and also hired a coach to ensure smooth travel for the event.

2025 County Swimming Championships

The event was held in Parkside, Cambridge and was feasible to maintain this location with the support and co-operation of City of Cambridge Swimming Club with their contribution of reduced pool hire costs and giving up their scheduled training time towards the championship timetable. Despite a minor increase experienced on the Pool hire we maintained the entry fees for swimmers, and we also continued the reimbursement to the Cambridge Dive Team for their loss of pool time during the final session of the Championships. We were able to extend the event by an extra session on Friday evening to ease the pressure on the event logistics. This additional time added to the programme allowed us to manage the increased overall number of swims we experienced this year. We had close to 2000 individual swims for individual events with an almost equal share of Open/Male and Women entries across the total number of entries which is a great direction we shall aim to maintain for future years.

With the support of the coaches and broader county swimming community, we managed to settle on discussions around the Qualifying times, however this pushed the event organisation to the backfoot including the announcement of final Qualifying times very close to the event. We are taking the learning from this for the 2026 event planning schedule and proposed an adjusted approach to provide transparency for all swimmers and their families on these key details sooner than this year.

As Executives we tried to be on pool side focusing on the support the smooth running of the event and use this time to accelerate our learning in our roles. This was received with positive feedback by the coaches and swimming community and indicates the importance to have all county roles filled as this enabled to achieve this and avoided to battle the demand wearing multiple hats on the day of the competition.

Our relationships with providers such as merchandise and Swim shop require a revision for 2025/26 season as we seem to struggle to entertain a Swim Shop to attend our event due to low volume of sales, whilst for Merchandise sales the County Championships provided great success with our partner Fine Designs.

2025 County Development Championships

This year the County Developments were rebranded to County Development Championships and following previous recommendations by member clubs moved to June from the previous November dates. The venue remained in Newmarket and the

event was a huge success with more than 1400 individual swims entries. This venue offered excellent value for money with significant savings on pool hire costs. Special mention is warranted to Cambridgeshire clubs for the excellent participation and provision of technical officials to the event. In addition, special mention also to Newmarket Swimming Club's Will Talbot and Chris Bellwood (prioritising the attendance at our Development Championship instead of Suffolk Development meet event occurred on the same weekend). Will and Chris were instrumental again in supporting the county with their knowledge of the facility and AOE expertise. Without their support, the County would not have been able to run the event as the county must rely on AOE support in absence of its own equipment and infrastructure. This year's event created a significant surplus which enabled the County to start re-investing into the future of the county and re-initiate the County Development Camp series. It is worth mentioning that the struggle continued to entice volunteers to assist with running the championships and the out of county location exposed this event in this area. Based on this experience I would like to highlight for the county member clubs that the County events always require club support particularly for volunteers and technical officials. As such, the clubs kindly requested to consider these events into their event schedule and volunteer workload planning moving forward and proactively secure support for these events beside of their own meets in the calendar.

2025 County Open Water Championships embedded into the East Region Open Water Championships

Cambridgeshire representation remained at the same volume compared to the previous season both in terms of participants (approx. 60) and number of clubs (5). Beside our usual clubs represented at this event (COCS, COPS, Co Ely, March Marlins) we had a new club Huntingdon Piranhas joined the list, whilst Impington Masters did not have any entries this year. On the other hand, the number of Swimmers qualified to the National Open Water Championships this year have grown from 11 to 19 qualified for the National Championships, where COPS and COCS swimmers represented the county OW community. Congratulations to all.

0. Increased Support for Clubs:

- a. Our goal was to encourage closer relationships with each club, liaising with club executives and head coaches to help with specific needs where we can; we are here to help.
- a. As future commitment I aim to drive the following key agenda items under this focus area for the 2025/26 season
 - . Continue with the Club Visit series to ensure at least 1x/ year as Chairman have a targeted discussion with each member clubs at their local premises with aim to repeat the survey information in a sustainable format at least every 2 years.
 - i. Work on an initiative to improve club relationships with local councils. Based on the 2025 Club Visit data only 2 clubs indicated active relationships resulting in financial benefits for the club, which

- ratio shall be increased to at least 50% of or within the next 3 seasons.
- ii. Develop tailored county support programs for all types of clubs and connect club efforts as appropriate based on the main club profiles (social/ competitive) across all aquatics disciplines with delivering initial proposals by the end of 2025-26 season.
- iii. Initiate a tailored county program in close collaboration with the clubs with aim to support club efforts to engage new volunteers and enable to increase the time existing volunteers willing to support required to be completed both at the clubs and the county.

Key areas identified were from our Club discussions of volunteer support both for technical and non-technical roles. Whilst Technical roles will benefit from County initiatives shared with club support and Communications focus areas, we will need to initiate tailored programs to increase the overall volume of volunteers engaged with technical and non-technical roles.

In addition to that we mapped financial and operational risks for clubs and will pay increased attention for those areas classed as high risk to prevent and help mitigate these potential situations threatening clubs' existence. Examples including but not limited to pool closures /council and or pool operator relationships.

0. Open Communication:

- a. Our goal was to actively seek feedback from clubs and members to better understand your opportunities and challenges.
- a. As future commitment I aim to drive the following key agenda items under this focus area for the 2025/26 season
 - . Will build in outputs form the Club Visit survey to further leverage connecting clubs in similar situations / sharing best practices and risks.
 - i. Further improve the online communication by re-initiating the social media platforms beside more frequent use and update to the refreshed website.
 - ii. Utilise the County Association Google platform subscription to offer to address needs to enhance communication and information exchange across clubs by setting up chat groups and extend email utilization for the county postholders in cost sensitive way as appropriate

In the area of communication, we achieved an upgrade of the County email system by establishing a Google Subscription improving the usability of Swimcambs.org emails. In addition, The County website ([Cambridgeshire County Amateur Swimming Association \(ASA\)](#)) went through a refresh in content for key areas such as news, events, meeting materials, club lists and county contact details.

0. Funding:

- a. Our goal was to explore and utilise any potential channels of funding available to the County to best promote the coaches and swimmers at all levels.

- a. As future commitment I aim to drive the following key agenda items under this focus area for the 2025/26 season
 - . Will initiate negotiations for discounted pool hire rates in Cambridge to mitigate further risk on the feasibility to organize our County Championships in a facility within the county boundaries which meet L2 swim meet conditions for 2027 and beyond.
 - i. Will initiate planning for fundraising and sponsorship opportunities including opportunities associated to the County events if possible 2026 onwards but also for social sponsorship.
 - ii. Continue to ensure financial stability for the county by controlled investment on County initiatives and careful balancing of membership fees and event entry and spectator fees with the forecasted cost basis.

As usual the main finding source for the county is our membership fees which we increased this year to start catching up with the aim to align income with the rising costs through the last couple years when the fee was not updated.

In addition, we also made a minor profit from the County Championships and a more notable amount from the County Development Championship events, which we re-investing for the County Development Talent Camp Series and reinvesting to cover costs for the National team Championships event and Masters County Training sessions. More details shared on these programs under the next section.

0. County Development Programme:

- a. Our goal was to initiate a programme aligned with regional and national talent programs supporting swimmers across the local clubs.
- a. As a future commitment I aim to drive the following key agenda items under this focus area for the 2025/26 season
 - . We will carefully follow the new County Development Camp series and optimise scope and costs to ensure sustainable execution.
 - i. We will assess opportunities for expanding the scope of the Development programme support to be inclusive for all aquatics areas.

This past year was mostly invested in planning for the County Development Camp series in addition to revitalising and securing the Coaches' Forum Leadership by establishing a Leadership team replacing our County Coach role. This change beside acting as a key enabler to deliver on the County Development Programme also offered us an opportunity to engage with young talented coaches directly at county level.

In addition to the County Development Camp which is targeting swimmers born in 2013 for the 2025/26 season we also invested to revitalise our Masters Swimming community by offering county master training sessions. Last year for many years first time we could not enter a County Team for the Inter-County Master events and I am grateful for the support from John Burling, Head Coach from Huntingdon Piranhas provides on this initiative and looking to secure stable participation at Inter- County Master team events starting already in November 2025!

Thank You for all the support this season and looking forward to run another successful season in 2025/2026.

Gergely Kokas

County Chair

DRAFT

Treasurer's Report 2025

2025 has been a successful year for the county! Firstly, we were able to continue to hold the event at Parkside, Cambridge taking on feedback from previous years due to the support and co-operation of City of Cambridge Swimming Club in their assistance with negotiations with the pool operator and also their contribution of reduced pool hire cost and giving up their scheduled training time towards the championship timetable. Pool hire has increased once again and due to some challenging decisions made in previous years reducing cost of storage and the number days for the Championships. It remains a challenge to balance the cost of holding the Championships while trying to maintain an affordable event for all. The County continues to have some of the highest pool hire costs in the country with limited suitable venues. Despite this, the County were able to eliminate the cost of poolside accreditation for clubs at the Championships and the Development Championships and have an increase in the membership fees clubs paid centrally to Swim England, hold the same prices and also buy the Diving Club time from one of the two Sundays.

This year saw the running of the County Developments in November at Newmarket once again. Due to reduced costs of pool hire and the support and dedication from Chris Bellwood. Without their support, the County would not have been able to provide our swimmers with another opportunity to compete and gain county times. Chris was also instrumental in supporting the County with the AOE and knowledge of the facility. This event was oversubscribed and saw the highest entry numbers ever. This created a surplus which has enabled the establishment of a County Development budget which saw contributions of approximately £10k. It seems June is the best time of year for this event to take place since the competition calendar tends to be quieter than in November.

It has been great to see the Executive Committee return to three members and I am personally incredibly pleased to leave the County in a much better position than I found it. Although financial sustainability remains a concern to prevent finances being the driving decision making for established Coaches' Forum.

I would also like to say a huge thank you to all the volunteers that have assisted with the running of the County, the Championships and the Development meet this year; without you, we would not be able to run the events for the swimmers. Whilst we still struggle to entice volunteers to assist with running the Championships or the County, key individuals have supported the County. I would particularly like to thank Pauline Paines who co-ordinated the non-technical volunteers, the Cambridge volunteers and the County officers in their respective roles. Thank you to anyone who has volunteered this year. Remember many hands make everyone's roles easier and more manageable!

Cambridgeshire were well represented at East Region Open Water Championships this year and we have a good number of swimmers qualify for the National Championships. Congratulations to all. Cambridgeshire tends to be a county that will move between the A final and B final in the Intercounty competitions so it was perhaps not a surprise to join the B final next year. This was still a positive result given the large numbers of illnesses suffered by the team.

Some notable successes for the County have been:

- The continued collaboration between clubs sharing knowledge, best practices, training and competitions opportunities.
- The stabilised finances by reducing costs.
- The establishment of a County Development fund of approximately £10k to be invested in the delivery of County Development opportunities for swimmers and coaches alike. This is in addition to the funds the County has previously used to support coaches and volunteers with ongoing training and education opportunities.
- The County times better reflect the standard of swimming with increased numbers of swimmers representing the County and progressing further onto regional and national standard competitions.
- Increased engagement with social media and an investment to keep the website topical and relevant.

I have decided after several years supporting Cambridgeshire that it is time for me to step back and allow others to take on the role. Whilst I have enjoyed every minute and having stayed on to ensure the County could function and see in the new Executive committee officers, as per the request from the region, now is the right time to allow me to coach my own swimmers at County events. This is a fantastic opportunity to revitalise the committee and bring in new perspectives and focus on new projects.

Here's to another successful year in 2025/2026.

Matt Newton – County Treasurer (resigned)
September 2025

Secretary's Report (including Governance report)

This report covers my first year as Secretary for the 2024/25 season, a role I undertook following my election at the SGM in September 2024. As a swim parent who has witnessed the dedication of our club swimmers, I volunteered for this role when the County Championships were at risk, aiming to play a part in ensuring continuity and stability during a challenging period for the County.

I am grateful for the guidance and support from the Executive, Post Holders, our former Secretary Anna Rothwell especially at the beginning, and the wider community. This year has been one of significant progress, marked by renewed focus and alignment, largely due to our Chair's vision and our Treasurer Matt's experience and expertise. We have made important strides in stabilising the County and laying the groundwork for future growth.

My responsibilities include:

Correspondence and Administration

I have served as the primary communication point between clubs, the Executive, and Swim England, prioritising clear communication channels and fostering a culture of openness. This has strengthened relationships with clubs both online and in person and helped, I think, foster trust and transparency. I handle the day to day communication and have to commend Gergely who is hands on with this too. This has strengthened relationships with clubs and external bodies, including pool operators, caterers, merchandising partners, swim shops, Swim England and training professionals.

Meetings and Representation

I have organised and attended County Executive and subcommittee meetings, preparing agendas and minutes. Representing the County at a regional level has also ensured Cambridgeshire's alignment with Swim England strategies and ongoing developments. We held our own SGM this year to establish flexibility within the Constitution to allow for the AGM to take place at a "later" date, rather than demanding it take place in July. With so much work undertaken this year and the important issues to address, we considered it necessary to allow us the extra 8 weeks. In that time we have prepared for the vote on the Constitution, commenced the County Development Programme, readied the Inter County Team and Masters' Team, and associated organisational tasks of those groups and importantly, together with the Coaches Forum, prepared the details for the County Championships that we will vote on; all ensuring we start the 2025/2026 season in the best position we can.

Governance Report

In response to Swim England's 2023 governance compliance drive, we have actively worked on submitting evidence. This was an ongoing project this year alongside the day to day running of the County and was of some urgency being an overdue task:

Club Personnel Report: Generated from the Online Membership System (OMS) to confirm compliance with DBS, safeguarding, and qualification standards.

Development of a Diversity and Inclusion Action Plan (DIAP) focusing on three areas for our County events. An overview of these three areas at our Championship events as follows:
ACCESSIBLE - to provide spaces for any neuro diverse athletes their Coaches/Team Manager /Family as appropriate, at County events.

WEELBEING - Ensure the County is supporting the aquatics community to promote wellbeing and nurture a healthier and productive environment.

INCLUSIVE – To foster an inclusive culture in aquatics across the County

Risk Assessments: Implementing relevant risk assessments for County activities.

Constitution Alignment: Liaising with the East Region on our County Constitution, which will be voted on again today to incorporate necessary updates, to be addressed at the agenda item.

Compliance Statements: Following today's meeting and agreement amendments to the Constitution, the statement of compliance from the Chairman can be submitted to complete Cambridgeshire's governance compliance.

Highlights and Achievements

- Fostering teamwork and feedback - regularly bringing post holders together and developing a forward strategy, being hands on, investing in relationships.
- Organising and delivering successful County Championship events, County Development Championships, and the Development Camp.
- Supporting the Coaches' Forum and witnessing the enthusiasm of 40 development swimmers.

I started the year by doing my best to meet expectations when it comes to attendance and communication however over the year, increased familiarity with individuals and processes has increased my offering in the efficiency and productivity of the Executive.

Despite a challenging start, I am pleased with the progress we have made. My sincere thanks go to the Executive members, event organisers, volunteers, officials, and clubs for their cooperation and support. With a stable governance position, improved finances, high expectations for events, and a clearer strategy, I believe we have another exciting year ahead. We remain committed to serving aquatics across the County.

Thank you all for your contributions and for attending the AGM. I encourage everyone to continue their involvement as we embark on the new year!

Nicky Phillips

2024/25

Secretary, Swim England Cambridgeshire

2024/25 County Diving Report

Diving within Cambridgeshire predominately takes place at Parkside Pools. The Cambridge Diving Development Centre provides 2 pathways to diving : The Learn to Dive Programme concentrates on teaching correct diving skills in a fun and safe environment. Divers move from this programme into the Cambridge Dive Team – a competitive programme which caters for novice to elite divers

Head Coach Annual Review – Alice Clarke

Another fantastic year for the club! We had divers selected for all three junior England camps—Junior Development, Youth Development, and DiSE, thanks to strong performances at national and talent events. This season brought medals at National Age Groups, National Skills, and Junior Elites once again, showing that we are consistently building across all levels. We're proud to be celebrating back-to-back medal-winning performances at all junior levels. We've also improved communication with our squad divers through the introduction of an online management app, Spond. Our Learn to Dive participation has grown too, supported by clearer communication with parents via portals and online certificates. Looking ahead, we're focusing on coach development—training new coaches and supporting an apprentice in their journey.

County Championships

There are 2 major SE Cambridgeshire events:

Skills Championships covering 5 age-groups from 9 years to 16+

Divers perform 12 skills with 4 each on poolside, 1m and 3m including some mandatory dives and some self-selected. The event is for divers in their early development and focuses on correct technique as they move through the diving pathway.

Junior / Senior Championships with 1m, 3, and 5m platform competitions.

Competitors chose which events they entered with the trophy going to the highest overall score.

Juniors (under 14 years): girls perform 4 dives and boys 5 dives of their choice on each board.

Seniors (14+ years) women perform 5 dives and men 6 dives of their choice on each board.

Results and photos on SE Cambridgeshire website

Annual County Awards: presented in January 2025 for 2024 season

Best performance at National Skills Finals – Hallie Cave – gold in 11-year group.

Best performance at National Age groups – Rufus Bord – gold (3m) silver (platform) silver (synchro)

County Diving Development:

1. We aim to run a somersaulting and arm-stand gymnastic workshop for divers who are not yet included in regional camps. This would be a fun course with different challenges for skills level divers.

0. We are investigating the potential of offering diving lessons at other pools within Cambridgeshire to teach FUNdamental diving. This satellite programme would act as a feeder to the Learn to Dive Programme at Parkside. As well as giving opportunities to find new divers it might also interest swimmers who wish to extend their aquatics experience.

0. Introduce a County award for Best Performance at Elite Championships

Sharyn Bord - Cambridgeshire Diving
07.09.25

Disability report

No report available due to change in location of the officer.

The Executive offered enormous thanks for all the efforts Paula Durrant has made over the years with the County; her involvement at Executive level, steering the ship, and her continued involvement at events on the post holder and officiating side in spite of location change. Paula was welcoming and helpful to the new committee at our first County Championships, offering sage advice, we wish her the very best as she continues her support of swimming in her local area where she will continue as a Referee

Masters Representative Report (Post Vacant)

This report produced by John Burling, Head Coach at Hungtingdon Piranhas.

I started my involvement after I heard that Cambridgeshire did not enter a team in the 2024 Inter County Masters event. I thought this was strange as we have a lot of clubs and a lot of Masters swimmers.

My own Club for example has greatly increased its Masters numbers, and this is something I am really enjoying. I started looking at how we can improve the Masters experience within the County.

I arranged a training session and for the first session, we had 14 swimmers. The next session on 4th October has 20 swimmers due to attend. I would like the masters to get to know one another through these training sessions, so when we enter the competition, there is more of a "team feel" for everybody.

The Masters Inter-County Competition is being held on Sunday 9th November 2025 at Saxon Pool, Biggleswade. We will now be entering a team and we currently have 29 swimmers representing Cambridgeshire.

I attended the Regional Masters Leadership Group meeting on 25th September and it appears a lot of Masters feel they are the "poor relations" within their individual counties. I don't want this to happen to the Masters swimmers in Cambridgeshire.

Added by the Executive:

We are seeking a Masters Representative; someone who can take ownership of this area of aquatics in the County. John's initiative, drive and passion has relaunched the Masters into competitive arena, he is actively building the team ready for someone to take on the role and we are so grateful to him for his dedication in this area.

Officials Secretary Report

The past year has been very positive for officiating across the county. We've seen strong engagement, continued development, and a growing number of qualified officials supporting our events and progressing through their training pathways.

- **County Championships (Jan–Feb):**
We had an excellent turnout, with **56 officials** volunteering across **7 sessions**. Mentoring was a key focus, and officials at all levels benefited from on-poolside support.
- **Development Meet – Newmarket (June):**
Another great event, which saw **36 officials** support **4 sessions**, again with mentoring opportunities provided.
- **JL1 Progression:**
Engagement with the **online Judge Level 1 (JL1)** course remains high, with around **30 candidates** having passed the theory and currently undergoing poolside mentoring. Several have already completed their training and are now fully qualified JL1 officials.
- **JL2 and JL2S:**
A good number of officials have also signed up for and completed their **JL2 and JL2S theory sessions**, showing strong progression within the county.
- **Active Officials:**
We currently have approximately **90 qualified and active officials** across all clubs in the county, ensuring robust coverage and support at meets.
- **Regional Development:**
The Region has offered several excellent development and Q&A sessions this year, which have been well attended by Cambridgeshire officials and have contributed to ongoing professional development.

Overall, it's been a successful year for officiating in Cambridgeshire, with strong participation, solid mentoring, and a positive trajectory in official development at all levels.

Sarah Noteboom
Officials Secretary

Open Water - Post Vacant

Records Secretary Report (2024-2025)

This is my second year in the role. Since the last AGM in July 2024, there have been 20 new records claimed and ratified, 7 of which were also Junior County records. 17 of the new records were at 50,100 or 200 m distances with 1 record at 400m and 2 at 1500m.

The applicants did provide the correct supporting evidence to verify times achieved which was appreciated, I would also like to remind potential claimants that the records must be claimed within 3 months of the event, or they will be rejected.

Each record application continues to be stored solely for the purpose of recording and processing. In addition, I have worked on transitioning the certificate template into Microsoft Word from Microsoft Publisher which is being retired in October 2026. This is complete and the new certificate is almost identical to the original.

Clare Challenger

County Records Secretary, 31st August 2025

Trophy Secretary report

Gergely Kokas reported on trophies and awards, noting that the records have been digitised and are on the County Google Drive, with next year's medals covered. However, highlighting missing open water trophies and the absence of the best club trophy, emphasising the need to sort out the trophies for the upcoming season, as exemplified by a swimmer not receiving a trophy at an open water event.

Welfare Officer's Report

The past year has seen continued change and improvement in Welfare policy and procedures throughout Swim England which we have implemented through the County, both at club and County level. A part of this has been two clubs taking part in the trial of a new Club Portal for welfare concerns to be raised through. This is a work in progress and we await further feedback from the National body on how that went and what is to come.

I have assisted clubs throughout the year with advice, guidance and direction as needed. I have tried to always be timely in responding and making myself available. I hope this has been of help to the club welfare officers and chairs.

I believe that both County champs and the Development Champs this year have improved from a safeguarding and welfare perspective from the previous year. We took lessons learned and implemented new measures this year which has resulted in less issues raised and/or occurring than previously. There are still some recurring issues we continue to mitigate as best possible in facilities which also have public access during competitions. One big issue that continues to be a problem is mobile phone use in changing areas amongst athletes and club members. This is systemic across Swim England with further campaigns focusing on this and how to handle the situations.

There was a Chair and Welfare Officer forum held by Swim England East Region just outside of Cambridge in Sept 25. I was in attendance at this alongside a minimal amount of Cambridgeshire clubs. Turnout from Cambridgeshire clubs at an event held within our county was quite poor. It was a very good event with guest speakers offering great insight into running welfare within clubs and the focus on how Chairs of clubs work alongside their welfare team. This is being explored as being a recurring forum/conference that I hope more county clubs will support going forward.

Lastly, as most will know I have handed my notice in earlier this year. It has been an interesting 3 1/2 years in the role, overseeing big changes in how we as an aquatics community manage safeguarding and welfare. I'd like to thank the exec committee, past and present, for their continued support and all of the clubs, coaches and athletes for following the Wavepower policy as best possible. I hope that we have been able to do our part in promoting a fun and safe environment for Aquatics in Cambridgeshire.

Andrew Pillow
Welfare Officer (resigned)

Coaches' Forum Report

This report summarises the activities and plans for the Coaches Forum, a new initiative by the incoming Executive designed to foster collaborative working across the County.

The Coaches Forum was established during a meeting of County Coaches at the County Championships in February. The group's initial discussions focused on proposals, shared ideas, and aspirations for the year ahead, alongside practical feedback regarding the County Championships.

The following individuals were appointed to the Leadership Team:
Chris Greenhalgh (COCSC), Ben Negus (COPS), Livia Gyorbíro (Huntingdon), and Liz Statton (March Marlings).

The Coaches Forum has planned a year-long County Development Series for 11/12-year-olds, with selections based on gold/silver medal wins at the 2025 County Championships and FINA points. This programme includes 4 camp days for a group of 40 swimmers throughout the 2025/26 season. The programme is funded by revenue from the 2025 County Development Championships.

Each of the four camps is designed to develop the selected swimmers while also integrating and benefiting an additional group. The first camp successfully took place at Ely Hive Leisure Centre on September 21.

Camp 1:

Focus: Team building, basic skill reinforcement, and engagement.

Activities: Two pool sessions concentrating on starts and technique for two strokes. A Nutrition Workshop was delivered by nutritionist and COPS parent, Ella Heather who also provided a more detailed version of the talk to the parents. There was nearly 100% uptake by parents, and both swimmers and parents provided excellent feedback for the day.

Integrated Group: The Inter County team joined this camp for preparation for the upcoming Inter-County Championship at Ponds Forge, Sheffield. Their focus was on team building and relays.

All attendees received their County Development Programme or Inter County Team kit.

Acknowledgement: We extend our gratitude to the coaches and team managers who assisted in the smooth running of this first camp.

Camp 2: January 2026 (Pre-2026 County Championships)

Proposal: An evening session at Parkside, the County Championships venue.

Focus: Technical refresh, race preparation, and mindset, including a sport psychology talk.

Integration Proposal: We plan to involve the Dive Club and offer a Water Polo taster session to promote wider aquatic development and multi-discipline awareness. Under discussion at this point in time.

Camp 3: April 2026 (Pre-Regionals/Long Course Exposure)

Proposed Venue: Oundle.

Focus: Long Course racing, performance behaviours, and confidence, likely covering starts, turns, and long course race strategy.

Integration Proposal: A one-day Para Long Course Meet at Oundle, aimed at promoting exposure to inclusive sport, officiating, and para classification. This is subject to confirmation as it will involve the Region and require multiple volunteers, including officials.

Camp 4: May/June 2026 (Summer Prep + Exit Progression)

Focus: Consolidation, fun, and inspiration. Likely to include consideration of next steps in the pathway (Club, County, Region).

Integration Proposal: A Masters Pre-Nationals Day to promote cross-generational engagement and positive role models, while offering access to race-specific skill sessions and coaching for the Masters team.

Additional Recommendations for County-Wide Development Plan:

1. Coach Engagement Plan:

- Invite coaches to attend or shadow Talent Camps.
- Rotate delivery responsibility to support county-wide upskilling.
- Utilize Swim England's "Coaching the Age Group Swimmer" CPD as a reference.

2. Diversity & Inclusion:

- Proactively include Para Swimmers in selection and delivery where possible.
- Consider taster sessions for Diving, Artistic Swimming, or Water Polo during the off-season.
- Partner with local councils, school networks, or disability hubs to identify new athletes and open pathways into the sport.

3. Volunteer & Official Pathway:

- Run an Officials Development Briefing during a camp (potentially coinciding with parent talks).
- Promote Level 1 Judge or Team Manager courses during sessions.

4. Communication & Branding:

- Consider introducing a County Talent Values Code (Growth Mindset, Respect, Teamwork).
- Create a visual identity (logos, hashtags, badges).

Long-Term Vision (2026 onwards):

- Explore links with the Regional Pathway Officer to ensure a smooth transition to Regional Talent.
- Initiate an annual County Conference Day for coaches, swimmers, volunteers, and parents.

Thank you to everyone involved in planning and delivering these initiatives.
Chris Greenhalgh on behalf of the Coaches' Forum

Championship Secretary - post Vacant - Role Description

The Championship Secretary, together with the County Executive, will oversee the planning, organisation and delivery of the annual County Championships and County Development Championships. The Championship Secretary reports to the County Executive Committee which works closely with Swim England East Region for compliance and guidance.

Planning & Preparation

- Liaise with the Coaches' Forum and County Executive to set Championship dates.
- Work with other County Post holders for event licences
- Book venues
- Use online Medal inventory and liaise with Medals Secretary as needed

Entries & Documentation

- Prepare entry packs (including Sportsystems entry files; training provided).
- Manage entries and produce accepted/rejected entry reports.

Event Delivery

- Prepare event programmes, warm-up procedures, and timing schedules.
- Liaise with Volunteer Coordinator and Officials Representative,
- Arrange catering/refreshments for officials and volunteers.
- Coordinate spectator services, (eg. swim shops, refreshments depending on venue).
- Arrange AOE (Automatic Officiating Equipment) checks and readiness.

Reporting

- Publish results promptly and submit to Swim England rankings.
- Complete post-event licence paperwork.
- Provide reports and updates to the County Committee.

Skills & Attributes

- Enjoys the fantastic Championship environment
- Strong organisational and communication skills
- Ability to work collaboratively with the committee members and volunteers
- Attention to detail, reliability and willingness to learn
- Confidence in coordinating multiple tasks

Time Commitment

- Variable throughout the year.
- Greater workload in the months leading up to and during the championships, weekly meetings by Google meet 30mins - 1 hr.
- Attendance at County Championships and County Development Championships is required.