



**Edinburgh Synchronised Swimming Club 2020 AGM**  
**Sunday 4 October 2020**  
**Online meeting via Zoom**

Present	Honorary President 2 Life Members 10 committee members (2 of whom are also life members / 3 of whom are also coaches) 3 coaches 12 other adults swimmers	
1. President's remarks (Claire Tomnay)	The address is attached below.	
2. Apologies	Paul Bannon (Life Member) Makiko Konishi (Committee member)	Antonia Delaney (Committee member) Megan Wimberley (Coach)
3. Approval of minutes, and matters arising, from previous AGM	<ul style="list-style-type: none"> <li>• The minutes from the last AGM were approved at the first committee meeting after the AGM. A copy was sent to all members and was available for anyone who had not seen it. The minutes were approved by the AGM (proposed by Neil Thrower and seconded by Hilary Snaith).</li> <li>• Matters arising from 2019 AGM – a query was raised regarding the change in the constitution relating to joint liability. CT, the committee, and a parent who is a lawyer have consulted with Scottish Swimming since the AGM. Unfortunately, there is no way around it other than to make each parent/carer of a child member an adult member of the club. As members of the club also have to be members of Scottish Swimming, this will cost £10 per year. Therefore, there will be a one-off charge of £10 in March at the renewal, when all parents/carers of child members will be added to Scottish Swimming. A proposal for this to be incorporated into the standard fees will be put forward at the next AGM.</li> </ul>	
4. Secretary's report (Vicky Peakman)	The report is attached below.	
5. Treasurer's report (Neil Thrower)	<ul style="list-style-type: none"> <li>• The report and accounts are attached below.</li> <li>• No proposed changes to the fees.</li> </ul>	
6. Head coach's report (Margo Wimberley)	The report is attached below.	
7. Club Captain's remarks (Cara Tomnay)	<ul style="list-style-type: none"> <li>• The remarks are attached below.</li> <li>• Cara handed over the captaincy to Freya Clarkson, who had been voted Club Captain by the swimmers.</li> </ul>	
8. Alterations to constitution or bye-laws	All proposals (attached below) were accepted	

<p>8. Election of Office Bearers</p>	<ul style="list-style-type: none"> <li>• Caroline McGrory was voted in as joint Secretary with Vicky Peakman (proposed by Claire Tomnay, seconded by Neil Thrower). The post will be shared as it hasn't been possible for a transition due to Covid.</li> <li>• For confirmation (as co-opted onto the committee during the year): Vice Wellbeing and Protection Officer – Anne Doyle (proposed by Caroline McGrory, seconded by Gillian Clarkson)</li> <li>• For confirmation (as co-opted onto the committee during the year): Kit Coordinator – Niamh Peakman (proposed by Caroline McGrory, seconded by Gillian Clarkson)</li> <li>• Re-election: Social Coordinator – Antonia Delaney (proposed by Caroline McGrory and seconded by Neil Thrower)</li> <li>• Re-election: Development Coordinator – Makiko Konishi (proposed by Neil Thrower and seconded by Caroline McGrory)</li> <li>• Vacant: Web and Social Media Coordinator</li> <li>• Vacant shared roles (with Caroline McGrory): Volunteer Coordinator and Team Manager Coordinator</li> <li>• Anyone interested in the vacant roles were asked to speak to Claire, Vicky, Caroline or anyone on the committee.</li> <li>• Office Bearers for 2020 are attached below.</li> </ul>
<p>9. Other relevant business</p>	
<p>10. Date of next committee meeting</p>	<p>The next committee meeting is on Sunday 1 November. The next AGM is provisionally on Sunday 3 October 2021.</p>

## 1. President's remarks

Thank you all for coming to this virtual AGM. And a special thanks to our life members who are in attendance: Cath, Margo, Helen Murray, David Muxworthy, and our Honorary President Jack Snowden MBE.

I think by now, we will have become fairly proficient with this zoom technology, but for myself, I feel I tip into Douglas Adam's third reaction to technology – that "anything invented after you are 35 is against the natural order of things"! So, I am very happy to have Sarah on board as doorman and slide controller. A big thanks to Vicky for creating the slides.

As I do every year (but it is no less important), I would like to thank all our parents for the support you have given to your daughters and the club over the year. I particularly want to thank our committee members, coaches (in particular our four coaches from the Junior team who qualified last November), our poolside helpers and our Club Captain for their time and commitment. This has been particularly true this year when for a large part we have been unable to meet face to face and have been out of the water for months. The club has been held together socially, by the organisation of numerous quizzes, and the swimmers' fitness maintained by online land sessions. In some cases, parents' fitness was also improved!

We are now back in the water and we have made a short video for Scottish Swimming

-----

I have had a very interesting browse through the club's archived minutes and other documents, passed on to us by our life member, David Muxworthy. It seems the same issues that arise today have always been the case – nose clips, swimming hats, and number of volunteers – which leads me to highlight that there are a number of committee members who will potentially be stepping down, this time next year, when their daughters leave the club. We will need to replace these people, so that the duties of club organisation do not all fall on those who are left. If you would like to come along to one of our online committee meetings and find out more about the workings of the club, please let Vicky, or me know.

As I said, our Honorary President Jack Snowden MBE, is here, who after 5 years in the role has decided to step aside.

[UPDATE: on further investigation of the archived minutes mentioned above, Jack Snowden is listed as Hon. President in 1991, so he has been in the role for very much longer than 5 years!]

I would like to extend the club's thanks to him, for his years of service. We are sorry to lose him.

We will be looking to appoint a new honorary president at the next AGM.

Thank you again for joining us, and stay tuned after this AGM for our awards presentations.

**Claire Tomnay**  
**President**

## 4. Secretary Report

The Secretary report is a new addition to the AGM programme following the acceptance of the new constitution at the last AGM. I can only apologise for that, but I'll keep it short.

We started the year with 44 swimmers and four new swimmers joined us after our November trial session, and a further five in February. Six swimmers left us in the period up until the lockdown, and, sadly, nine swimmers left during lockdown. This was to be expected, but is still sad for the club, particularly as we cannot hold a new trial day for a while. This means that we currently only have 38 swimmers in the club. This is our lowest number for quite some time.

The new rules around distancing mean that we are unable to have the whole club in the pool at one time. We have therefore had to split the sessions into non-age group and age group. We are lucky that we have been able to secure a good amount of pool time for both groups. However, this is expensive and, as our numbers are down, we won't be able to continue to do this for long. We are very much hoping that the distancing rules in the pool are relaxed before we need to cut our hours.

As many of you know, I was planning on stepping down at this AGM as I will be leaving the club at the end of next year. However, as we haven't been able to have a decent handover, we have decided that it would be better if it was a shared role for this year. This means that you will be getting less and less communication from me over the year and I will not be doing this report next year. You will be in very good hands with Caroline.

I would therefore like to take this opportunity to thank everyone in the club for their support in my seven years in the role. I was not able to make the AGM at the beginning of 2014 but had told Cath that I would be happy to take on a small role if they needed someone. I returned to find that I was secretary! We were new to Edinburgh and didn't know many people, but Cath, Margo and the rest of the club were incredibly welcoming to both me and Niamh. This is the friendliest and most supportive club that I have come across and I will miss that. So thank you.

**Vicky Peakman**  
**Secretary**

## 5. Treasurer's report – 2019/2020 accounts

It is my pleasure to present the 2019/20 accounts for Edinburgh Synchronised Swimming Club. Paul Bannon (previous Treasurer and Life Member) has audited the accounts. The club made a £1,700 surplus in 2019/20, which was a great result given the impact of the Covid-19 lock-down and stands us in good stead for the coming year.

It should be noted that the club's accounts are prepared on a cash basis for the Edinburgh Synchro Financial Year, which ran from 1 September 2019 to 31st August 2020. That is, they are a record of receipts and payments to a given point in time, and do not show anything outstanding (owed or due) out with the year. The nett position of moneys owed and due relating to the 2019/20 Financial Year at 31<sup>st</sup> August 2020 was £779 positive (ie receipts due of £779), but it should be noted that there are some large netting values and there is a dependency on refunds from suppliers for the Whithaugh 2020 camp, which carries an element of risk.

<b>Notable transactions relating to 2019/20 carried to 2020/21:</b>		
<u>Receipts due</u>		
Charlotte Coach Whithaugh 2020 refund	£750	Credit issued for next competition
Rock Uk Adventure Centres - Whithaugh 2020 refund	£1,874	Active claim
<u>Total Receipts due</u>	<u>£2,624</u>	
<u>Payments due</u>		
Whithaugh 2020 Deposit returns	£1,100	Awaiting Refund
Kit	£370	Payment on delivery
Fees refunds	£375	overpayments during lockdown
<u>Total payments</u>	<u>£1,845</u>	
<u>Nett position</u>	<u>£779</u>	receipts due

The club is committed to a reserve fund of 50% of the pool hire fees, which means that, in practice, a lot of the 'funds available' amount is not available to be spent.

### Review of the last financial year

The club re-budgeted in April 2020 due to the Covid-19 lock down restrictions. Fees were promptly reduced to £5 per month as pool sessions ceased, and all activities and outgoings for the remainder of the year were cancelled.

Hotel and travel refunds were successfully collected for the Swim England National Championships at Nottingham but as noted above, refunds from suppliers and deposit returns to swimmers for the Whithaugh 2020 camp have carried into the new financial year.

The club did not incur any Pool Hire Fees over the lock-down period, so the biggest area of spend for the club was not impacted.

Special thanks go to all the parents who continued to pay full fees over the lockdown period. It is due to these generous contributions that the club has been able to cover in-year losses incurred on the Whithaugh camp while we wait for supplier refunds.



Fees returned to pre-lockdown rates from mid-September 2020 as swimmers returned to the pool, and we will set a budget for the year 2020/21 based on the information we have, but we are not proposing an increase in fees.

I would be happy to answer any questions. If I am unable to answer them now, I will take them away and include in them in the AGM minutes.

### **5.1 Setting of fees**

No changes to fees are proposed for 2020/21.

**Neil Thrower**

**Treasurer**

EDINBURGH SYNCHRONISED SWIMMING

STATEMENT OF ACCOUNTS 2019/20

<b>RECEIPTS</b>	31/08/2020	31/08/2019	31/08/2018	31/08/2017
Affiliation/Licences		0		
Camps	2345	16,341	8,344	7,914
Competitions	885	2,372		
Development	880			
Equipment				
Fees	17627	22,281	20,805	25,604
Fundraising	1067	1,324	1,478	1,682
Grade assessments	573	975		
Interest/charges		2	20	7
Kit	929	2,603	1,131	1,506
Miscellaneous (incl Donations)		923	259	515
Social				
Training costs		1,094	593	2,212
	<u>24,306</u>	<u>47,915</u>	<u>32,630</u>	<u>39,440</u>
<b>PAYMENTS</b>				
Affiliation/Licences	2542	3,094	2,335	3,722
Camps	4708	16,261	5,580	14,759
Competitions	2321	8,529	4,600	2,085
Development	173	1,910		
Equipment		159	0	43
Fees	39	76		
Fundraising			224	582
Grade assessments	588	1,395		
Interest/charges	0	0		
Kit	1580	1,694	871	2,123
Miscellaneous	-69	592	169	255
Social	729	1,145		
Training costs	9995	18,267	17,054	14,837
	<u>22,606</u>	<u>53,122</u>	<u>30,833</u>	<u>38,406</u>
Surplus / (Deficit) for year	<u>1,700</u>	<u>-5,207</u>	<u>1,797</u>	<u>1,034</u>
Funds at Start of Year	<u>9,836</u>	<u>14,792</u>	<u>12,759</u>	<u>11,725</u>
Funds Available	<u>11,594</u>	<u>9,836</u>	<u>14,556</u>	<u>12,759</u>

## 6. Head Coach Report

The majority of this year has been in lockdown however we do still have some competitions, grade days and camps to report on.

Since our last AGM in November 2019 we have had our own figure competition, a grade day, a trip to Manchester for the Swim England NAGS and then lockdown.

Even though I reported on Club La Santa last year I will start this report with it as it signified the start of the Synchro year.

### **La Santa October**

On 13<sup>th</sup> October eight juniors, eight 13-15 years age group, three coaches and a team manager flew out to Club La Santa in Lanzarote for a week's warm weather training camp. All the girls put in a tremendous amount of work and had fun trying out various activities while we were there. Coaches also took part in some of the activities and everyone had a great time. We will hopefully be able to take another group out, possibly next year or the year after.

### **Club Figures Competition November**

The club held its annual figure competition. Again, almost all the club took part and the top three in each group are as follows:

#### ***Grade 1***

1. Kaitlin
2. Daisy
3. Amelia

#### ***Grade 2***

1. Nicole
2. Adriana
3. Gemma

#### ***12 & under/Grade 3***

1. Rose M
2. Paula
3. Shonagh

#### ***13-15 years/Grade 4***

1. Lucy
2. Natalia
3. Elisa

#### ***Juniors/Grade 5***

1. Niamh P
2. Cara
3. Cale

Full set of results can be found on our website.

### **Christmas Display December**



The club held a Christmas display of the routines they had been working on throughout the year and they finished it off with a display with everyone taking part which the junior girls had choreographed.

### **Figure Grade Assessment Day February**

A number of girls took part in a figure grade day at Bo'ness. Well done to all those who passed.

### **NAGs March**

Edinburgh Synchro took a team of five to the Swim England National Age Groups in Manchester. They competed in both the figures and the free team event. Elisa came 102nd in the figures, with Natalia in 116th, Amy 139th, Madeline 148th and Rose F 158th. The team came 17th overall. Some Edinburgh swimmers represented Caledonia at the same event. Rose M and Paula competed in the 12&unders and came 25th and 42nd respectively in the figures and 6th in the free team event. Lucy and Mae competed for the 13-15s and came 73rd and 84th respectively in the figures and 13th in the free team event.

This was the last event we were able to participate in before the country went into lockdown.

### **Lockdown**

However, during lockdown Edinburgh Synchro was still thriving. This in main was due to our very competent junior coaches and Vicky and Sarah. They ran a weekly land training session for the age group girls and Cath, Louise and Viv kept in touch with the recreational girls by doing a weekly land training session for them at their usual time on a Sunday. There were also a number of quizzes organised by Antonia and our club captain, Cara, which all helped to bring us together at a difficult time. I would like to say a very big thank you to them all for doing this and keeping the club going.

We managed to get back into the water on 15<sup>th</sup> September at the RCP. Although training is very different at the moment due to the social distancing and mask wearing, it is great to see so many girls back in the water and again giving their all and making the sessions fun. Let's hope we can start to get back to training for competitions in the not too distant future and that Edinburgh Synchro can start to thrive again.

Thank you all for your support throughout this difficult year.

**Margo Wimberley**  
**Head Coach**

## 7. Club Captain's remarks

Firstly, I would like to say thank you to the people who completed the 'back to the water' survey form. It was useful to see that some people found entering the pool a little stressful because of the wait outside, which we have now tried to minimise. No one found leaving the pool stressful. It was good to see that everyone was all at least a little excited to get back in the pool and only a little nervous, but the most important thing is that we are happy to be back.

This year I had the pleasure of being your Club Captain. Despite the obvious weird circumstances I did enjoy learning a more about the club as a whole, through meetings with the committee, and getting to know the swimmers a little bit better through organising the display at the very start of the year (which feels like years ago now). I also learned who maybe watched too much TV when they were younger, as a result of the club quiz that we did back in June!

Though Covid may have put a spanner in the works for us a little bit, I was really impressed by how eager everyone was to come back to training and how well we all seem to deal with lockdown.

So all that's left to say from me is a huge thank you for the opportunity I was given and I now have the pleasure of revealing this year's new club captain who has been voted for by the swimmers. I know this person will do a good job.

**Cara Tomnay**  
**Club Captain**

## 8. Alterations to constitution or bye-laws

### Proposal 1:

To clarify the definition of a Junior member of the club, to avoid confusion with a Junior age group competitor.

Proposer – Vicky Peakman, Secretary

Seconder – Caroline McGrory, Team Manager and Volunteer Coordinator

-----

#### C3.1

The membership shall consist of the following categories:-

- a) Adult Member  
An Adult is an individual 16 years and over, as recognised in Scots Law.
- b) Junior Member  
A Junior is an individual not recognised in Scots Law as an adult and not as defined in Scottish Swimming Company Rule R4.5.6.
- c) Life Member

TO

C3.1 The membership shall consist of the following categories:-

- a) Adult Member  
An Adult is an individual 16 years and over, as recognised in Scots Law.
- b) Child Member  
A Child is an individual aged under 16.
- c) Life Member

-----

BL4.3.1 A complaint, which is a formal expression of dissatisfaction or allegation of unfair practice in connection with aquatic sports as governed by Scottish Swimming, can be made by:

- a) Any member of the Club
- b) A parent or guardian on behalf of a Junior member as defined in paragraph C3.1(b)
- c) A parent or guardian on behalf of a Member classified as a Vulnerable Person, defined as a person who lacks sufficient capacity to present a complaint by themselves.
- d) Any Individual

TO

BL4.3.1 A complaint, which is a formal expression of dissatisfaction or allegation of unfair practice in connection with aquatic sports as governed by Scottish Swimming, can be made by:

- a) Any member of the Club
- b) A parent or guardian on behalf of a Child member as defined in paragraph C3.1(b)
- c) A parent or guardian on behalf of a Member classified as a Vulnerable Person, defined as

a person who lacks sufficient capacity to present a complaint by themselves.  
d) Any Individual

-----

**Proposal 2:**

To encourage prompt requests for refund or reimbursement

Proposer – Neil Thrower, Treasurer

Secunder – Vicky Peakman, Secretary

-----

**BL3.12**

Any request by a Member for an outgoing payment, whether by way of reimbursement or repayment, should be submitted to the Treasurer for approval as soon as possible after the event giving rise to the request, and no later than 6 months after that event. Online transfer details should be provided with any such request. After this time the club reserves the right to treat the sum as a donation to the club.

-----

## 9. Office Bearers 2020/21

<b>Position</b>	<b>Holder</b>
Honorary President	Vacant
President	Claire Tomnay
Vice President	Cath Fleming
Secretary	Vicky Peakman / Caroline McGrory
Treasurer	Neil Thrower
Head Coach	Margo Wimberley
Wellbeing & Protection Officer	Gillian Clarkson
Vice Wellbeing & Protection Officer	Anne Doyle
Team Manager Coordinator	Caroline McGrory / Vacant
Fundraising Coordinator	Gillian Schofield
Kit Coordinator	Niamh Peakman
Camp Coordinator	Hilary Snaith
Social Coordinator	Antonia Delaney
Development Coordinator	Makiko Konishi
Volunteer Coordinator	Caroline McGrory / Vacant
Web and Social Media Coordinator	Vacant
Club Captain	Freya Clarkson
Honorary Auditor	Paul Bannon
Life Members	Helen Murray Cath Fleming David Muxworthy Susan McFeeters Margo Wimberley Paul Bannon
East District Delegates	Vicky Peakman Caroline McGrory Claire Tomnay Margo Wimberley Cath Fleming