Attendance Sheet 09/2026

Attendance Sheet for AGM Sept 2026

Date: 19.09.2026

Name	Signature
Don Briggs	
Emma Crane	
Lorraine Roberts	
Guy Fawkes	
Shirley Fawkes	
Alex Roberts	
Helen Crank	
Lynn Shepherd	
Mark Blackmore	
Rachel Blackmore	
Aaron Black	
Karen Cook	
Melissa Sowerby	
Mark Sowerby	
Jill Herbert	

Other Attendees

Hayley Chesworth
Colin Chesworth
Nicola Mayo
Mike Crawshaw
Paul McCairns
Michelle McCairns
Mary-Ann Taylor
Simon Pritchard
Vicky Newell
Charles Loudlar
Kat Gutridge

Agenda AGM 2026

Billingham Amateur Swimming Club
Based at the Billingham Forum
www.billinghamasc.co.uk
basc@hotmail.co.uk

ANNUAL GENERAL MEETING - AGENDA

19th SEPTEMBER 2026, 10am start

Party Room, Go Climb Area, Billingham Forum.

1.0 Present

2.0 Apologies for Absence: Lynn Shepherd

3.0 Minutes from the AGM of the Previous Year Proposed:
Seconded:

4.0 Correspondence

5.0 Officers Reports – these reports will be published on the web site.
- 5.1 Chairman - to be tabled
- 5.2 Secretary - As the secretary is newly appointed to the role, they are unable to present a full Secretary's Report for this AGM. Regular reporting will resume at the next committee meeting.
- 5.3 Treasurer - to be tabled
- 5.4 Head Coach - to be tabled

6.0 Election of 2026/2027 Officers and Committee

7.0 Acceptance of 2026/2027 Coaches / Teachers

8.0 Any Other Business
8.1

Close of Meeting

AGM Minutes 2026

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BILLINGHAM AMATEUR SWIMMING CLUB

ANNUAL GENERAL MEETING MINUTES 19/09/26

1.0 PRESENT

OFFICIALS - Don Briggs (Chairman), Emma Crane (Secretary), Lorraine Roberts (Treasurer)

COMMITTEE - Lorraine Roberts, Guy Fawkes, Alex Roberts, Helen Crank, Mark Blackmore, Rachel Blackmore, Aaron Black, Karen Cook, Melissa Sowerby, Mark Sowerby, Jill Herbert

MEMBERS - Hayley Chesworth, Nicola Mayo, Colin Chesworth, Mike Crawshaw, Paul McCairns, Michelle McCairns, Mary-Ann Taylor, Simon Pritchard, Vicky Newell, Katherine Gutridge & Charles Loudlar.

2.0 APOLOGIES FOR ABSENCE

Lynn Shepherd & Shirley Fawkes

3.0 MINUTES FROM AGM - 2025

Circulated and accepted as a true record of accounts

Proposed: Mark Blackmore

Seconded: Alex Roberts

4.0 CORRESPONDENCE RECEIVED

4.1 Information has been provided by Swim England for courses that are available for coaches to attend, also a questionnaire that all coaches have been asked to complete for feedback on development. First Aid courses and Inclusion and Diversity courses also available.

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5.0 OFFICER'S REPORTS

5.1 Chairman – report read out.

Overview Don highlighted the coaching team — Guy, Alistair, Karen, and Melissa — and the Saturday morning group teaching team: Lorraine, Lynn, Jillian, Raechel Hogg, Emma, Shirley, Joe, Rachel Blackmore, plus recently retired swimmers Emily, Phoebe, Zara, and Lucy. Ongoing meetings with Tees Active about upgrading the timing system — Mark Blackmore has been pushing for it and they're now acknowledging the need for major financial investment. Helen Crank, Alex Roberts, and Mark Blackmore were recognised for their contributions to the club

5.2 Secretary – Chair has read out a statement on behalf of the secretary due to the secretary being newly appointed.

Overview - Don delivered the secretary's report in the absence of outgoing secretary Veronica, noting she grew into the role and left the club in a strong position. Emma Crane was formally welcomed as the new secretary, recognised for her fundraising work alongside Melissa

5.3 Treasurer – report read out -

*Overview - Club made a **£15,000** profit this year,almost entirely from home galas and fundraising — everything else broadly breaks even. The **£15,000** is earmarked for timing equipment once the Tees Active situation is resolved. Year-on-year comparison is affected by the January 2025 gala being cancelled, which cost the club approximately **£7,000** in lost profit*

5.4 Head Coach – report read out

*Overview - Guy delivered his **27th** annual report as head coach, noting the club has grown into a small, family-friendly, volunteer-run club that competes well above its size. Age group and youth swimmers competed at levels ranging from level three to national championships, winning medals at district and regional level and narrowly missing finals at national level. Masters squad competes across a wide range, from Billingham Masters to European championships, and one athlete represented GB competing in Australia. The club runs an annual warm weather training camp in Cyprus*

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6.0 ELECTION OF OFFICERS 2026/27

Chairman - Don Briggs
Secretary - Emma Crane
Treasurer - Lorraine Roberts

Proposed: Mark Blackmore
Seconded: Rachel Blackmore

COMMITTEE

Welfare Officer - Helen Crank
Disability Officer - Lorraine Roberts
Fundraising Team - Emma Crane & Melissa Sowerby
Home Gala Secretary and Co-ordinator - Mark Blackmore
Membership Secretary - Lynn Shepherd
SwimMark Officer - Mark Blackmore
Merchandising - Dont Briggs
Website Co-ordinator - Mark Sowerby
Social Media team - Melissa Sowerby, Karen Cook & Emma Crane
Additional Committee -
Rachel Blackmore, Aaron Black, Jill Herbert

Proposed and Seconded Rachel Blackmore and Mark Blackmore

Nicola Mayo has joined the committee as School Liaison Support worker

7.0 COACHES DULY APPOINTED FOR 2026/27

Head Coach - Guy Fawkes

Assistant Coaches - Karen Cook, Alister Wrigley, Shirley Fawkes, Gillian Sheehan, Lorraine Riddle, Emma Shepherd, Lynn Shepherd, Melissa Sowerby

8.0 ANY OTHER BUSINESS

8.1 No other business provided

9.0 DATE AND TIME OF NEXT MEETING

Sept 2027.

Nomination forms 2026

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Position	**Nominee (print & sign name)**	**Proposed (print & sign name)**	**Seconded (print & sign name)**
Chairman	Don Briggs	....	....
Vice-Chairman	Alex Robers	....	....
Secretary	Emma Crane	....	....
Treasurer	Lorraine Roberts	....	....
Welfare Officer	Helen Crank	....	....
Development Officer	***Position Available***	....	....
Disability Officer	Lorraine Roberts	....	....
Home Gala Secretary & Co - ordinator **General Gala Secretary & Co-Ordinatir**	Mark Blackmore Don Briggs	....	....

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Nomination Form Billingham Amateur Swimming Club 2026/27 Committee

Membership Secretary	Lynn Shepherd	....	....
Swim 21 Officer	Mark Blackmore	....	....
Merchandiser	Don Briggs		
Fundraising Team	Emma Crane Melissa Sowerby	....	....
School Liaison Officer	Nicola Mayo	....	....
Website Co-ordinator	Mark Sowerby	....	....
Social Media Team	Melissa Sowerby Karen Cook Emma Crane	....	....
Committee	Guy Fawkes Shirley Fawkes Karen Cook Aaron Black Rachel Blackmore Mark Blackmore Jill Herbert Melissa Sowerby Mark Sowerby Helen Crank Alex Roberts Lynn Shepherd Nicola Mayo	....	....