



**North Norfolk Vikings
Swimming Club
AGM and Review of the Year
2024**

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Introduction

Welcome to Review of the Year 2024 and to many new swimmers who have joined us this year. This review will form the basis for the AGM and Presentation Evening, which is being held at the North Walsham Community Centre on New Road.

This year has again been a busy one, with swimmers entering their first galas through to representation at Nationals and Regionals competitions.

We have had a turbulent year with the departure of Head Coach Sam, but we are very fortunate to have former Head Coach, Adam, rejoin us and the incredible group of coaches who have joined us over the year. We will continue to grow and make a noise wherever we swim. It is so warming and heartening to hear how officials and hosts talk about Vikings. We may be small in numbers but when that inner Viking is unleashed, we are mighty and loud!

I hope that you find this booklet useful and a good reminder of all that has been achieved this year – there has been a lot and you have a bumper 2025 to look forward to.

It is with a mix of gratitude and a touch of nostalgia that I produce this booklet for the AGM, the meeting will be my last act as Chair. My time as Chair has been incredibly rewarding and I am proud of the progress we've made together.

Over the years, Vikings has grown stronger, our swimmers have achieved remarkable milestones, and our sense of community has deepened. However, as life often does, it's leading me in a different direction. I believe it's time for fresh leadership and new ideas to propel the club forward.

I want to express my heartfelt thanks to the entire committee, the coaches, the swimmers, and their families. Your dedication, passion and camaraderie have made the journey unforgettable. I've learned so much from each of you, both in and out of the water.

Thank you once again for the privilege of serving as Chair and I look forward to cheering on the club from the spectator seats.

Wishing you all continued success and countless laps of joy and I look forward to seeing you all on Friday 29 November.

Sarah

Chair NNVSC

Friday 29 November

The AGM will be held at 7pm on Friday 29 November at North Walsham Community Centre, New Rd, NR28 9DF. As usual please can we ask all to bring a plate of something for all to share – sweet and savoury. A list will be emailed round soon for people to sign up to. The bar will be open so you will be able to purchase drinks, including soft drinks. There will also be a raffle so please bring along any prizes to donate or money to buy those tickets!

On completion of the AGM there will be a presentation of awards from club champs and the annual special awards presentation. This will be followed by a disco.

If you received an award last year, please ensure this is engraved and returned to your coach by Wednesday 27th at the latest.

AGM Agenda

1. Opening of the meeting – Chair
2. Apologies – Chair
3. Confirmation of minutes of previous meeting – Chair (will need a proposer and seconder)
4. Presentation of Annual Report – Chair
5. Presentation of Coach's report – Lead Coach
6. Presentation of Treasurer's report – Treasurer
7. Election of committee

Current committee. All have agreed to stay where names are present. Please see later on for explanations of the role. We still need a few more, so please consider volunteering if you can.

Chair - Sarah Buchan outgoing. [Position gapped.](#)

Secretary – Sam Seaman

Treasurer - Jane Bussey

Membership Secretary - Jane Bussey

Welfare Officer - Louise Harris

Second Welfare Officer: Becca Morton

Swim 21 Co-ordinator - Guy Metcalf

Fixtures Co-ordinator – Linda Edridge

Social media / website - [Position gapped.](#)

Fundraising - John Holden

Other committee members:

Squad A1 & A2 – Becca Morton

Squad B1 & B2 – Clare Laws

Squad C1 & C2 – Amy Parker

Development – Kristy Lee

The Reef – Jane Bussey

Masters - [Position gapped.](#)

Tri - Guy Metcalf

8. Vote of thanks to outgoing committee – Chair
9. Notice(s) / motions – Chair

10. Any Urgent General Business – Chair

Please send any items to Sarah by the 14 November 2024.

11. Closure - Chair

Committee roles and volunteering

The committee has continued to work extremely hard this year to ensure that the club is profitable and providing the service to its swimmers that is expected. However, we cannot do it alone and we need more of you to help us to continue to deliver the best that we can for all of our swimmers.

Below is a brief overview of the roles. Please feel free to contact Sam if you wish to know more. We always need Team Managers and officials in addition to the formal committee roles. If you wish to volunteer for a role but it is taken, please let me know as that person may be ready to step down.

Chair – set the strategy for club alongside its members and work closely with the treasurer to ensure that the club is financially viable. Chair the committee meetings and ensure committee members are supported in achieving their roles. And anything else that needs doing!

Secretary – To handle all the correspondence sent to the Victory address and pass onto the appropriate personnel and reply after consultation if needed. To take minutes at the committee meetings and AGM. Prepare agendas with the Chair and give notice of same. Liaise with Swim Norfolk regarding county wide issues. Co-ordinate the Annual Report.

Treasurer – To handle all the financial affairs of the club, including swimming fees, calculating budgets, ensuring all invoices are paid and issuing invoices as necessary. Full records are updated regularly. Liaise with the Chair, Secretary and committee as necessary. Provide reports for committee meetings and produce the annual accounts.

Membership secretary – Deal with all aspects of new members from the initial point of contact to becoming members. Ensure all swimmers, pool side staff and volunteers are registered in the appropriate categories with Swim England and maintain these records.

Welfare – To advise on welfare issues within the club and its members. Second welfare officer is to support if needed.

Swim 21 Coord – Coordinate the annual return to Swim England.

Fixtures Coord – To liaise with the chair and coaches as to what events to enter. Collate the entries for competitions and liaise with treasurer regarding payments.

Social media – Update website as and when required, to liaise with the Chair about specific content where necessary. To work with a website designer to build the new content and site.

Fundraising – Generally to raise funds for the club, through legal means writing grant applications. Seeking out and securing sponsorship. To make sure that the club fulfils its grant and sponsorship agreement. To engage in appropriate fund-raising ideas and projects. The more the merrier for this role!

Squad reps – To be the link between the club and the swimmer by sending out information from the committee, answering questions on kit, training etc and supporting new swimmers learn about the club and competitions.



Fixtures

The following fixtures are confirmed or planned. Please take note of the dates and look out for entries. Competitions are being filled quickly so please ensure you get your entries in as quickly as possible. All entries are to go to lindannvsc@gmail.com

Please be aware that this fixtures list may change depending on confirmation of dates.

Month / Date	Meet	Venue / Location	Level / Length	Closing Date
Jan 25				
Sat 11 - Sun 12	Norfolk County Champs – Distance events (weekend 1)	UEA	Level 1 All qualifiers	TBC
Sat 25 – Sun 26	Norfolk County Champs – Weekend 2	UEA	Level 1 All qualifiers	TBC
Feb 25				
Sat 1 – Sun 2	Norfolk County Champs – Weekend 3	UEA	Level 1 All qualifiers	TBC
TBC	County Champs Relays	UEA? tbc		TBC
Sat 22 - Sun 23 TBC	Warwick Thompson	Thetford	L3/4 (25m)	TBC
Mar 25				
Early March	CONSC March Long Course	UEA	50m Level 3	We will decide in Dec whether to do this or West Norfolk
Mid March	West Norfolk SC Spring Open Meet	King's Lynn	25m	TBC
Late March	Swans Long course	UEA	50m level 3	TBC
Apr 25				
18, 19 and 20 March	Easter meet	UEA	50m Level 1	TBC
Mid April	Development meet – West Norfolk	King's Lynn	25m	TBC
TBC	Summer regionals (15 and over)	UEA and Luton	50m	
May 25				
TBC	Norfolk Masters	UEA	Format to be determined	
TBC	Inter-club gala	UEA	25m	
TBC	County Challenge	Dereham	25m	
TBC	Summer regionals (14 and under)	Luton	50m Level 1 – all qualifiers	
TBC	Development meet – West Norfolk	King's Lynn	25m	
Jun 25				
TBC	British Masters Champs (LC)	Pond's Forge		
Mid June	WNSC and Swans	King's Lynn	TBC	
Jul 25				
Early July	Midsummer Madness	UEA	50m	

Sun TBC	NCASA and East Region Open Water Championships	Whitlingham Lake	Various	
Oct 25				
Late Sep / Early Oct	Iceni	Dereham	25m	
Late Oct	Dereham Otters Halloween meet	Dereham	25m	
Fri 26 – Sun 28	British Masters Champs (SC)	Pond's Forge		
Nov 25				
TBC	NNVSC Club Champs	Victory Pool	25m L4	
TBC	CoN Winter qualifiers	UEA	25m	
Dec 25				
TBC	GY Winter Wipeout	UEA	25m	

Guide to the four levels of licensed meets

All licensed meets are subject to Swim England Regulations and the Swim England Technical Rules of Racing. They are graded into four levels.

1. **Level 1** Meets are long course (50m) only and cover National, Regional and County Championships. Their purpose is to enable athletes to achieve qualifying times for entry into National, Regional and County Championships.
2. **Level 2** Meets are short course (25m) only and cover National, Regional and County Championships. Their purpose is to enable athletes to achieve qualifying times for entry into National, Regional and County Championships in short course.
3. **Level 3** Meets are long and short course events. Their purpose is to enable athletes to achieve times for entry into Regional and County Championships and other Meets at Level 1 or Level 2.
4. **Level 4** Meets are entry level events in pools 25m or greater. Borough Championships are an example. They are for inexperienced athletes and swimmers seeking to compete outside their club environment. If times are good athletes progress to Level 3 Meets.

Chair's report

I would like to start by saying, what an honour it is to have been involved with the club again this year and over the past six years. I would like to thank all our coaches, volunteers, committee and most of all the swimmers for all the successes we have had this year.

We are still recruiting for a permanent Head Coach, but my thanks go to Adam for stepping in and leading our amazing cadre of coaches through his sessions.

Membership of the Club has decreased slightly from 104 in 2023 to 82 in September 2024; we receive 2-3 enquiries from prospective members each month, and on average, 1-2 swimmers undertake a trial with the club every couple of weeks, our Masters squad is increasing, with many more swimmers choosing to continue their journey in swimming with Vikings even if competing is not their goal. However, the fall in numbers is concerning and we need to target local swim schools again as a strategy so that swimmers know we are here.

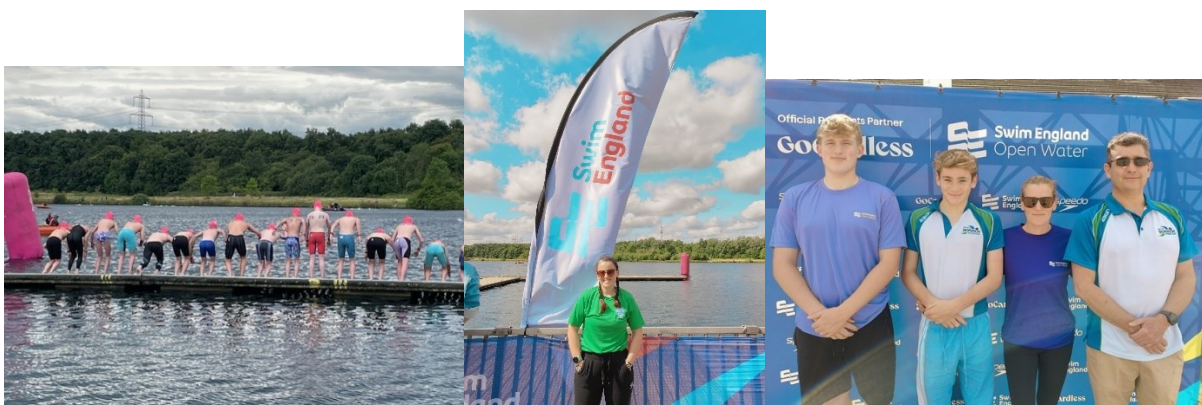
The quality of the Club's governance, sustainability and effectiveness in accordance with its Constitution, policies and procedures, the rules of Swim England and national legislation, was recently endorsed by Swim England in a health check of the Club's SwimMark quality accreditation earlier this year. Thanks go to Guy and Louise in their efforts to ensure we meet this accreditation.

I was extremely pleased to see the club licence its club champs again this year. Swimmers often swim best in the pool they train in, and we decided that licensing the champs would allow more swimmers to get the best times they could ahead of upcoming County qualifying galas. My thanks go to Linda for organising the officials for this great event.

John has worked tirelessly in finding grants and organising fund raising events. This brings much needed income to the club. Thank you also to those who have helped support him in these endeavours whether bag packing, baking or just offering to spread the word. My thanks also go out to all the committee and those who work behind the scenes to ensure the smooth running of the club and support me as Chair (especially Jane, Sam and Louise).

In the pool we have had link swimmers swim at National events and some of our own swimmers compete at Regionals. We had a great number turn out for Counties and it has been fantastic listening to the tales of the development galas. The development galas are great fun and a good way to put all that practice to good use. Whether you win medals, achieve a PB or come last; it gives you something to work towards next time.

Vikings had 5 swimmers qualify for the Open Water Nationals this year, as a passion of mine, it is good to see this getting a larger number of participants than other years and is growing in momentum. Do look out for the training sessions next summer if anyone fancies giving it a go.



It is shame that no one has stepped forward to take over as Chair. This is a pivotal role and is needed for the club to function. If anyone would like to talk to me about the role then please do contact me either prior to the AGM or afterwards. The committee do need a Chair to guide and advise, swimming experience is not needed, it is more about finance and governance.

As you know, things never stop here at Vikings, and you've got a lot to look forward. I would like to take this final opportunity to wish you all the very best for 2025 and beyond.

Sarah

Outgoing Chair NNVSC

Coaches report

This will follow at the AGM.

Treasurer's report

This will follow at the AGM.

Conclusion

Thank you once again to all who have supported the club over the past year and hopefully will continue to support us through the next year.