

## **GUILDFORD CITY SWIMMING CLUB IS A CHARITY REGISTERED FOR:**

- (a) The promotion of community participation in healthy recreation for the benefit of the inhabitants of Guildford, its surrounding area and the general public, in particular by the provision of facilities for swimming; and
- (b) The preservation of human life by the teaching of swimming, water safety, lifesaving and survival in water.

For more information please see the Club constitution.

<http://www.gcsc.co.uk/contact-us/documentation/>

### **AGM & APPOINTMENTS**

1. Volunteer Trustees/Directors of the Charity are appointed each year at the AGM and are usually high-level business professionals and/or academics with a background in club swimming who meet up to 4 times a year.
2. At the AGM on 21 June 2018, members overwhelmingly voted for a change to the constitution which welcomed a new approach to running the Club. This allowed the then Trustees and Directors to appoint an employed professional Management Team who are responsible for the day-to-day running of the club and its businesses.
3. The Club AGM is held in the spring term following the audit ending April of the previous year. All paperwork for the AGM is posted on SwimManager under Documents.

### **THE MANAGEMENT TEAM**

4. **The Management Team** is made up of the following:

**Director of Swimming** - Richard Garfield

**Human Resources, Finance Manager & Club Administrator** - Janette Smith

**Head of Safeguarding & Welfare Officer** - Caroline Wood

**Membership Administrator** - Liz Simmons

**Head of High Performance and Assistant to Director of Swimming** - Lee Spindlow

**Head of Academy** – Jan Griffiths

5. All contact regarding the Club and its business matters should be through the Management Team contact details can be found on the website under “About Us – Management Team or on the Contact Page”.

### **TRUSTEES AND DIRECTORS**

Although the Trustees and Directors are not involved in the day-to-day management of the business, they may exercise all the powers of the Charity unless they are subject to any restrictions imposed by the Companies Act, the Articles or any special resolution; and 11.22.2.

**6. Trustees and Directors have overall responsibility for:**

- (a) carrying out the purpose of the Charity for the public benefit.
- (b) ensuring compliance with the Articles, the requirements of Swim England and the law.
- (c) acting in the Charity's best interests.
- (d) managing the resources of the Charity responsibly.
- (e) ensuring the Charity is accountable; and
- (f) ensuring that the accounts of the Charity for each financial year be independently examined, such independent examiner or auditor to be appointed by the members in a general meeting.

**7. THE ELECTED TRUSTEES AND DIRECTORS**

|                       |                  |
|-----------------------|------------------|
| Chair                 | Jonathan Steele  |
| Vice Chair            | Marvin Gayle     |
| Treasurer             | Ashely Wilson    |
| Director's Secretary* | Christina Victor |

\*All business for the Director's Secretary should be sent to [secretary@gcsc.co.uk](mailto:secretary@gcsc.co.uk).

**Updated 2024**