

**Blackwater Valley Canoe Club**  
**Committee Meeting Minutes –10 May 2010**

**1. Attendees**

Lindsay Heeley	Mark Lovegrove
Ian Morris	Damian Edwards
Tom Brindley	Bob Hamilton
Mike Hamilton	Matt Williams

**2. Apologies**

None

**Matters Arising**

**3. Canoe Trails**

The club has been asked if we are able to contribute any ideas for canoe trails in the area to be produced into simple leaflets/guides. If anyone has any ideas, let Lindsay know.

**4. School-Club Link**

Started discussions with local school (Connaught) about possibility of providing sessions (come & try it's, progressive sessions), possibly resulting in a team to enter Hampshire games. Not sure when they would be / start; probably next year, they would prefer after school, but we are better suited to evenings. Also, should get back in contact with Ash Manor, to see if they would like another come and try it evening – Lindsay to get contact details from Pete.

**5. Go 4 It Day**

Another Go4It day, organised by the police is happening on the 12<sup>th</sup> June. Need to sort out people / gazebo & kit to attend. Tom to register it as a Participation Day with the BCU. Lindsay co-ordinating.

**6. Membership Forms**

Ian is now taking care of the membership forms / paperwork and membership cards. The possibility of changing the cards was discussed, but for now it was felt that we should keep things as they were to make life easier for those involved. Ian to check with Mary that she is still happy to help, and if there's anything she needs.

**7. Welcome Packs**

Looking at compressing the current welcome pack ideas into leaflets / cards that can be handed out, with all the info required, but in a simple/clear 'fun' format. Ed/Lindsay to organise, with Mike to help with the design work.

**8. Clubmark**

All the Clubmark documents should be 'living' – i.e. regularly updated and used, not just written and put on a shelf! Should also have copies of valid coaching/first aid certificates etc. for all coaches (Bob is sorting this). Need more people to do the equity/time to listen courses (Ed will sort this) and all coaches should do the safeguarding & protecting children course – Tom looking at the possibility of organising a specific course for all of us.

## 9. Clothing

Ideas for clothing items were briefly discussed – include hats & windproof tops alongside the current hoody / t-shirts. Still can't make a decision on the logo, so plan to put to a vote at the AGM – need this sorted before we can get anything made! Lindsay to co-ordinate.

## 10. Trips

Calendar is more or less populated, at least with initial dates – need to sort out who is available for what, as Tom may not be around so much. On specific courses, should have officially qualified coaches, but for general trips, can nominate suitably experienced leaders. Need to sort out 'signing off' current coaches to lead on club trips (Tom). Mark to populate online calendar as dates are confirmed.

## 11. Polo

Have been awarded grant for floating pitch – currently looking for a suitable location. Would also like to replace the majority of the plastic boats with some more suitable for the kids, as most of the adults have their own anyway. Will look at selling some of the current (old) boats and use the proceeds to buy new boats.

## 12. Grants

Didn't get Awards4All, still waiting to hear about Grass Roots and Sport England. Have £1000 match funding agreed from BCU – need to sort out what to spend it on (proposal was lightnings and wavehoppers for the junior section).

## 13. Kit

In order to maintain a decent number of boats in the club, need to stagger the buying and selling of kit to ensure that we are not short of equipment, particularly over the summer. First boats to go should be the old Coleman Canadians. Will use the proceeds from selling old kit to buy new kit. Discussed the idea of using club funds (in particular the reserves for club premises which are fairly substantial) to buy new kit and agreed that a sensible way of doing it might be to match the proceeds from the sale of old kit (this would also apply for the sale of polo boats as set out in item 11 above).

## Summary of Actions

Topic	Details	Action
3. Canoe Trails	If anyone has any ideas, pass them on to Lindsay.	All
4. School-Club Link	Get Ash Manor contact details from Pete to see about arranging another try-it day.	Lindsay
5. Go4It Day	Contact BCU to register this as a Participation Day. Co-ordinate whatever we need for the day.	Tom Lindsay
6. Membership	Check with Mary that she is happy to continue helping out.	Ian
7. Welcome packs	Finalise content of club flyer and welcome leaflet, plus any other leaflets that will go into the welcome pack (eg courses).	Ed/ Lindsay/ Mike
8. Clubmark	Ensuring coaching records complete and kept up-to-date. Need to sort out one or more people to do the equity/time-to-listen courses.	Bob  Ed

	Investigate a club safeguarding & protecting children course.	Tom
9. Clothing	Put the new logo to a vote at the AGM and circulate proposals beforehand when meeting date announced.	Lindsay
10. Trips	Need to sort out signing off suitable leaders for club trips	Tom
10. Trips	Need to update online calendar as trip dates are confirmed	Ian Mark?
13. Kit	Start selling some boats	Mike