



## Minutes – 11<sup>th</sup> September 2017 - Blackwater Valley Canoe Club - DRAFT

Chairman Welcome

**Attendees:** Steve Nicholas, Jack Nicholas, Gemma Clements, Tim Shellard, Stephen Foster, Anne-Marie Vinnicombe, Debi Holmes-Pilkington, Rhys Bryant

Matters

**Membership/fees:** Preferable via Webcollect rather than cash. No change to existing fees. Possible small increase was discussed, but not agreed

**Communications:** To continue via email, Facebook, WhatsApp.

**Session bookings:** Online via Webcollect

**Come and Try forms:** Online completion preferable

**Scouts** – The issue of forms being completed online was raised as this would be easier as the task of capturing forms is becoming an issue. It was agreed that it would be sufficient for a group form/spreadsheet to be produced to enable listing of participant name, age, emergency contact and any medical issues. The scout leader could essentially be the contact as they have should all the necessary information on individuals.

**Scout bookings, general:** Tim raised the issue that his scout group were unable to secure a booking for a Lido session this year. Ann-Marie's groups had secured two sessions. The committee felt that it would be fairer to offer scout session dates out to members first prior to taking general scout bookings. Also, it was decided the usual Tuesday session for scouts would continue run next year as previous, but would not include extra *ad hoc* sessions to try and accommodate groups as this places increased time and effort on coaches. We shall also not be allowing any under 8s without a 1-to-1 assessment.

**Action: Debi/Gemma to email Scout session dates to members to facilitate**

**Equipment:**

**General:** Gary Tripp attended briefly to pass on details of equipment notes. He also has a stock spreadsheet which he will forward to committee members. A budget needs to be agreed for repairs as set out in the equipment notes. The equipment notes also raised the issue of missing equipment which needs to be circulated to all members.

**Action: Gary to circulate stock spreadsheet to committee.**

**Action: Ann-Marie to agree budget for repairs.**

**Action: Debi/Gemma to provide details of missing equipment to be circulated with meeting notes to all members**

**Polo:** Rhys requested new equipment is needed for Polo, namely lighting for the shed, three polo balls and at least two long boats. Ann-Marie agreed budget for lighting for shed and polo balls. Rhys will provide costings for new boats and email Ann-Marie. Tim suggested also worth looking also at second hand boats. Rhys is also working on a grant application. Rhys also requested courses for x2 refs for polo, possibly 3. Rhys advised that members available who would like to attend courses. Alternatively, Gemma suggested there was also a database of polo refs they could try.

**Action: Rhys to email Ann-Marie costings for new boats and work on grant application. Rhys to circulate to the committee detail of refs**

## **Sessions:**

**Lido:** It was noted that attendance to sessions on Tuesdays were significantly lower than last year and various options were discussed as to how the club can continue to run two sessions at the Lido cost effectively. Charge for pool due to increase next year to £54 per hour. Currently paying £60 for 1.5-hour session.

**Yateley:** Pool sessions for Wednesdays confirmed at Yateley for 45min session 8-8.45pm and 9-9.45pm session. Maximum participants of 12 each session (minimum of 8 required to cover cost of pool). Ratio of coaches was discussed and two coaches for each session agreed

**Polo – Alton Pool:** Currently 1.5hr sessions, but Rhys mentioned ideally, they would like 2hr sessions and it was agreed that Rhys could amend the booking.

**Action: Rhys to update the Polo bookings.**

**Canal:** It was discussed whether there should be a charge for sessions on the canal of £2 per member, but this was not agreed.

## **Funding/Courses:**

We have 3 weekend trips Barle Oct, S.Wales Nov & Dartmoor Dec. It was agreed that trips must not make a loss so going with a more flexible, cheaper accommodation options are preferred. Previous years have been run at a potential loss. We have charged for the 2\* (Sep) and 3\* (Nov) course to help provide some money towards FSRT (Oct) and SUP (Apr 2018).

**Action: Gemma to continue circulating events and courses.**

**Action: Gemma to email Ann-Marie details of funding for courses/sponsorships etc**

**Action: Gemma, Ann-Marie and Steve to review development plan.**

**Finance:** There was about £9000 ish in the accounts. Internet bank has been provided for Debi but not for Ann-Marie yet, but she will chase this.

**Club Welfare:** This position is still vacant – in the interim agreed that Ann-Marie, Stephen shall assume the role together. It was also discussed that to help share responsibilities it would be worthwhile a number of the committee doing the required courses.

**Action: Gemma to help organise an Event Safety Management Course, Sports Coach UK Safeguarding Course and Time to Listen Course.**

**Publicity/Media:** Jack raised the issue of the club's visibility via Google search with the club not ranking at all in the results when searching generically, ie canoe club, kayaking. The club only comes up if the club name is specifically entered.

**Action: Jack has been set up as admin to facilitate setting up and monitoring of Google listing and club visibility on the web**

**Changes to constitution:** Ann-Marie raised the issue of wording in para 14.6.3 reference banking and that this should be reworded

**Action: Ann-Marie to circulate new wording and propose a vote at the next whole club meeting.**

Next meeting planned for 15/1/18