



## Minutes – 12 April 2018 - Blackwater Valley Canoe Club

Chairman Welcome

**Attendees:** Steve Nicholas, Gemma Clements, Anne-Marie Vinnicombe, Debi Holmes-Pilkington, Rhys Bryant, Gary Tripp, Alex Tripp, Sophie Amos

**Apologies:** Tim Shellard, Stephen Foster

Matters

**Membership/fees:** Agreed that pool/lido sessions remain £7 per person for non-members and £5 for members to help cover the additional costs and remove the family discount. Also agreed that any hardship issues will be reviewed case by case basis. Gemma has setup Wordpress to replace Webcollect and this is now available for members to register with a free “social membership” to start – it was agreed that everyone is still happy to use an annual pay as you paddle membership (removing pro-rotta) or all-inclusive direct debit membership. It was voted that the committee accept use of pay pal as the payment gateway which does take a fee per transaction, but shall offer benefits of automated payment signups, cancelations/reversals that update the system and thus always keep the information of who is/isn't a member up to date. It was agreed that bookings for sessions/events should be considered separately or manually and not via pay pal.

**Action: Gemma to enable the new system for memberships ready for July and re-circulate fees information**

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

**Session/Event bookings:** Online via Webcollect until new system in place.

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

**Cubs/Scouts** – Non-member fee of £7 agreed for cubs/scout groups. Scout sessions will continue to run on Tuesdays. Some Thursday sessions have also been set up. 9 groups have currently signed up.

**Equipment:**

**Lido:** Gary and Alex have done an excellent job with the repairs on existing equipment and spent a great deal of time sourcing materials. Repairs are on-going and any help from members would be appreciated as it is such a huge task. It was agreed all airbags in boats should be replaced as they are a mandatory requirement. Jackson backboards may also have to be replaced if they cannot be repaired. The stock sheet is now up to date and will continue to liaise with Ann-Marie with regards to budget. The issue of missing equipment still stands and it was agreed that this will be written off – insurance due to be renewed in July so this equipment will not be included. Disused slalom boat also discussed – could not be agreed whether this should be sold on or not, but is not currently in use by the club. Issue with welding still outstanding, though Steve is happy to have a go! Suggested that it might be worth contacting Richard Green who has experience and is an ex-member of the club. It was agreed that every boat should have 2 functional airbags. It was also agreed that any missing equipment shall be completely written off as of July (or claimed via insurance as stolen)

**Action: Stock spreadsheet to be uploaded to Dropbox and available to committee, missing equipment to be written off in Jul**

**Action: Gary/Alex to return a quote for airbags. Ann-Marie to agree budget for repairs.**

**Polo:** Rhys confirmed polo refs have now been organised. Searching for purchase of polo boats ongoing. Rhys to try and organise a polo taster session for the Lido.

**Action: Still pending for Rhys to send over boat prices/quotes for large polo boats.**

**Action: Rhys to agree a few dates for taster sessions on Wednesdays at Lido and on Saturdays at Hawley.**

**Trips/Courses:** We have a provisional list of events up on the calendar, some of which were agreed with B3C where we are attending their trips and vice-versa, with events planned until August. The latter part of the year Sep-Dec shall be discussed around Jul/Aug.

**Action: To find courses and apply for funding for at least 2 coaches Steve Nicholas & Dave Williams to progress to Level 2 and Jack Nicholas and Steven Foster to progress to Level 1 and possibly also Level 2. Sophie Amos as offered to help.**

**Action: To book white water safety and rescue course for around 6 members**

**Lido:** Scouts/cub sessions to continue on a Tuesday extending to a few Thursday dates depending on demand/coach availability. Rhys to try and organise possible polo session on a Wednesday. There has been a slight increase in Lido fees from £60 to £62. The running of sessions at the Lido was discussed and agreed that the advertising boards need to be updated. This should include bullet points with clear instruction/rules. It was agreed that coaches would try to meet 10 minutes prior to session start to agree roles and discuss running of session. There was much focus on how to make the time from checking in to getting on the water more efficient for everyone. However, as sessions are dynamic and the number of participants fluctuate, it was not easy to agree how best this can be achieved. It was suggested a volunteer meeting take place before Lido opening. It was agreed that a pre-volunteer meeting would be had with the following objectives

- To agree the “mandatory” roles to be in place to allow freedom-paddle folks to get on the water
- To agree “top points” for “new starters”
- To agree bib colours
- Listen to volunteer and parental “pain points” and possible “bottle necks” that we could look to later improve on during the season.

**Action: Gemma to circulate date proposed for volunteer meeting, it was agreed this should be pm 21<sup>st</sup> May, Brewers Fayre**

**Garrison:** Two sessions proposed between Sept and December. It was agreed dates should be booked as these can be cancelled later if necessary. 1<sup>st</sup> Sep and 28<sup>th</sup> Nov were the dates agreed

**Gemma: To fill in and send off a booking form.**

**Yateley:** Yateley invoices for pool still outstanding. Sessions improved in numbers from Jan-Mar

**Action: Ann-Marie to chase**

**Halwley/Alton:** Not discussed

**Canal:** Equipment plan still to be agreed

**Action: Gemma to email B3C to see if it is possible for us to use their equipment again this year**

**Finance: Cash at bank info – Ann-Marie to insert?** Payment for Slovenia trip to be paid and also Yateley invoices once received. Hawley Lake fees have increased by £100

**Club welfare:** Ann-Marie has offered to take up this position.

**Action: Ann-Marie to contact Ed to find out the procedure for renewing DBS checks and will action.**

**Gemma to forward details of training as welfare officer to Ann-Marie.**

**Club social:** BBQ at Hawley Lake on a Thursday session last week in May. Also a cross-social with Polo members at LaserQuest to be arranged.

**Gemma:** To organise BBQ with support of Rhys (to provide Hawley contact details)

**Changes to constitution:** Ann-Marie has reworded para 14.6.3 reference banking.

**Action: Ann-Marie will send out to committee for review.**

**Action: Ann-Marie/Sophie/Gemma - also offered to read through the constitution and documents as it was agreed they are all long overdue a review and in need of updating/rewriting. Gemma will pass on James Hinves information and also advised contacting Sophie Austin (polo member) for support too.**

Next meeting date to be agreed – AGM – usually mid Jul – (check with Ann-Marie about finances it should be the Wed after that... )