

## THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

### MINUTES of the meeting held on 23 January 2020 at the Old Black Swan, Bedale.

**PRESENT:** Phil Gamlen (in the Chair), Nick Hatch, Annabelle Le Page, Mike Smith, Jonathan Stephenson, Rob Wyatt, Eddie Fearnside and Dave Oldacres.

**APOLOGIES FOR ABSENCE** - were received from Malcolm Cummins and John Knopp.

**Conflicts of interest** - None were declared by any of the Management Committee / Directors.

1. **MINUTES OF MEETING HELD ON 18 December 2019** were accepted as a correct record and a copy signed by Phil.

### 2. **MATTERS ARISING**

2.2 Mike to add a box on the membership mojo for the member's insurance company and policy number.

2.4 Sailing Planning Group (SPG) –Annabelle said a junior rep should be asked to canvass opinions of other juniors then report back to the SPG.

2.5 Mike recommended the Drop Box Onedrive, as it is free. Mike to set it up and advise the committee how to use it.

### 3. **HEALTH & SAFETY AND SAFEGUARDING**

Phil to email all members to remind them to take extra care in the clubhouse during the winter months, especially if on their own.

Annabelle said invasive species warning signs are available and she will ask Bob / Syd to erect them.

A wash-down facility is to be installed for the 2021 season. During 2020, Eddie to spec possibilities and instructions for all craft including model boats.

### 4. **AGM preparation**

4.1 Minutes of the previous AGM (marked "draft") are to be issued to all members.

4.2 Nick to order a cold buffet for 30 people. (23 actually charged for at £5 as the Swan said that would be enough for 30).

4.3 Subscriptions can be paid at the end of the evening, entitling the member to vote if they give an undertaking that they are going to pay on the evening.

4.4 It was stated that a Vice Commodore was in waiting (and good to have for succession planning) and a Rear Commodore was an ex Commodore.

4.5 Rob is to give thanks to Trevor Newnham for all his work over the years on the Accounts.

Rob has a contact he will follow up who may be prepared to take over the Accounts.

4.6 The new awards of honorary memberships are to be made before the election of officers.

4.7 Phil's report to the meeting to cover safety boat training, safeguarding, biosecurity and to encourage participation.

4.8 Nick is to introduce the rule change to enable future AGM's to be held in any month, not just February.

4.9 Annabelle to sort trophies and who they awarded to.

## 5. TRAINING

- 5.1 John Pilgrim had requested 5 training related items be added to the agenda, however, he had not provided further details, nor did he attend the meeting to explain. The SPG therefore recommended that no action be taken.
- 5.2 J Pilgrim had withdrawn his services to TSSC, leaving Rob as the only CI. Rob said as the club needed to have a registered CI for its training status, he would continue as CI for the time being. He said he would also continue as PI.
- 5.3 Annabelle is to discuss with John Knopp the possibility of funding from CGSC towards a SI training course at TSSC.

## 6. TREASURER'S REPORT

- 6.1 Rob produced a Financial Statement showing total cash balances at 23/01/20 were £27,424 and that income to date was £6,140 which was 52% of budgeted expenditure.
- 6.2 The Commander needs to be replaced to accommodate the projected increased coaching sizes. Rob thought Sport England was a good prospect to obtain funding.
- 6.3 Jonathan said he would investigate local funding.
- 6.4 Mike said he would investigate funding from Richmond DC.
- 6.5 Rob said the Fixed Asset Register was being updated.
- 6.6 Martha had bought a large number of children's buoyance aids for £315. As it has improved child safety the meeting agreed, as an exception, to reimburse Martha.
- 6.7 Insurance cover is to be increased from the July 2020 renewal from a maximum of 5 to 7 instructors on the water at any time.
- 6.8 Model boat insurance – Rob said TSSC existing insurance does not cover them, but that the MB Association membership does include free insurance. Nick to advise his MB member contact of these facts.
- 6.9 A future newsletter article is to summarise insurance issues especially re Public Liability.
- 6.10 PayPal – Rob said he still cannot yet access TSSC funds therein, but he was still trying.
- 6.11 Nat West bank – Rob said the application for new signatories was progressing but was very frustrating slow.
- 6.12 DutyMan – the meeting approved the cost of £160 p.a. Mike to set up.

## 7. MEMBERSHIP REPORT

- 7.1 Mike discussed the membership report he had issued on 21/01/20 detailing 62 current memberships across all the categories.

## 8. COMMUNICATIONS REPORT

- 8.1 Mike said he had received an email from Ken Gibson confirming that he had deleted/destroyed any GDPR sensitive information that Ken or Gillan may have about the Club and its members.
- 8.2 Mike said the first edition of SailTime was ready to be emailed to members. The meeting concluded that it was an impressive newsletter.

## 9. SECRETARY'S & CHAIRMAN'S REPORTS

Nick and Phil had nothing to report under this section.

## **10. SAILING PLANNING GROUP (SPG)**

Annabelle said that the “Discover Sailing” open day was to be on Sunday 3/5/20. Annabelle also said she would ask James Proctor if he would like to coordinate everything

## **11. PREMISES AND BOSUN’S STANDING ITEM**

- 11.1 Water heaters – Eddie to remove the existing heaters and install one in the kitchen and pipe them to the ladies and gents changing rooms.
- 11.2 Rob Brown’s donated Laser is in good condition and is to be added to the club’s asset register by Rob.
- 11.3 Infrastructure project - Phil discussed his 23/01/20 email to the committee which included notes on the positive discussions with Yorkshire Water on 20/12/19.
- 11.4 Berth numbering – The Bosuns are reviewing the renumbering. Jonathan to send Bob & Syd a link to Permatags.

## **12. ANY OTHER BUSINESS**

Annabelle asked for nominations for the discretionary trophies.

## **13. DATE OF NEXT MEETING**

The AGM is to be held on 26 FEB 2020 at 7:00 pm in the Old Black Swan, Bedale.  
Next committee meeting TBA.