

## THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

### MINUTES of the meeting held on 20th September 2023 on Teams.

**PRESENT:** Phil Gamlen (in the Chair), Mike Smith, Ruth Pink, Trevor Birbeck, John Knopp, Merrin Froggett, Trevor Bradley, Kay Marriott, Graham Whittall.

**APOLOGIES FOR ABSENCE:** James Proctor

#### 1. Conflicts of interest

None were declared by any of the Management Committee / Directors.

#### 2. Minutes of 17<sup>th</sup> July 2023

Approved without alteration.

#### 3. Actions arising from the last meeting

- a) **Scouts group** – No report.
- b) **Model boat section** – 2 active sailing members and one less active. Once a week racing around the new buoys. Purchase of club boats not yet completed. Storage shelf prepared by bosuns. **PHG** to liaise with Simon Tomlinson about insurance cover for hired boats for 3<sup>rd</sup> party and the boats. Simon and David to be asked to provide training for hirers (handling the boats on land, on the water and the controls), perhaps on a group basis. Committee decided that hirers must have received training. **MS** to add a tick box to the membership form. **MS** to liaise with Simon and David re hire period. There will be a hire fee.
- c) **Directors' liability insurance** – now in place. The RYA recommends it and volunteer directors should be protected. Cost £218.
- d) **Commodore's Day feedback** – favourable conditions and better attendance by dinghy sailors this year but only the Whitby family SUP members. Attendance perhaps affected by the bank holiday. It was decided to bring the event to the first weekend of the traditional late August camping week and aim to provide safety boat cover and a 'supported sailing' session on the Saturday and give more promotion to the camping earlier in the season.
- e) **Fusion Championship** – 4 races were held with 6 boats. It was decided that to have both Fusion and Laser competitions on the same day was too much. The Laser Championship will be on 15<sup>th</sup> October.
- f) **Challenge Cup** – Insufficient CGSC sailors at present so to be pencilled into the 2024 programme.

#### 4. Lone Sailing Safety

There was lengthy discussion about an incident on 28<sup>th</sup> August when a lone sailor with children was unable to right their capsized boat. The main question for the Committee is whether the Club has communicated sufficient information for inexperienced people to be aware of the risks inherent in 'lone sailing' and how these can be mitigated.. CGSC state that Army personnel sailing 'on duty' must buddy sail. For TSSC it will remain advisory guidance, but not a rule. It was decided that a guidance 'card' be issued with memberships (action **MS**) and that a poster with a hard-hitting image and message to be fixed on the outside of changing room doors. **PHG** to draft wording. This could be included in SailTime (**MS**).  
(GW joined the meeting.)

#### 5. Sailing Programme

TBY is starting to think about the programme for next year. PHG reiterated Simon Whitby's role on the SPG to cover SUP activities. JK has talked to Darren Kirkham (CGSC) about starting some SUP training and will pursue this further (action **JK**). There has been a member request to do wing foiling. Whilst it is unlikely that TSSC is a suitable venue for this, the Committee do not rule it out. The situation is to be monitored and any wing foilers will be reminded to start from the beach and be considerate of fishers. (JK left the meeting at this point.)

## 6. Training

Previously some TSSC instructors have been able to do the Dinghy Instructor course delivered by the Army at Thorney Island. Due the continuing low bench strength of the pool of active DI's it was agreed two years ago that TSSC would pay course fees for two selected attendees on a DI course. If it is not possible for TBY to receive Army support for the upcoming course, TSSC will therefore cover his participation costs. TBY is funding his accommodation.

The club also needs a First Aid instructor and Syd Nye has volunteered to train for this. The committee agreed to fund Syd if this is the way forward. **TBK** is to ascertain if Jo (Andy Wood's partner) is a (willing) FA trainer. **TBY** to liaise with JK re moving forward and include Mark Meadows whose partner may also be a possibility for FA trainer.

GW asked about FA training for SB crews. It was agreed that the role of the SB crew is to speed a casualty to shore for assessment/treatment. This is the guidance given in the SB familiarisation training. The advice in the RYA Safety Boat booklet is to 'scoop and run'. There are copies of the book in the club house and these should be loaned to members taking the familiarisation training. Action, **JP**.

Defibrillator training that Rob Wyatt was pursuing did not happen. **MF** to follow this up. (KM joined the meeting.)

## 7. Prize Giving and Social Evening

TBY has acquired the box of trophies from ALP. Some can be redesignated (**TBY/SPG**). Trophies should be used to award success and 'singular events'. It was decided that a speaker would be a draw for this event. **TBY** to approach Simon Horsefield (2000 class and now Royal Navy National Coach) for a Saturday, mid-November.

KM and MF have shortlisted two suitable venues. Price is unlikely to be a deciding factor. Final selection may be dependent on the date selected (taking into consideration the availability of a possible speaker). Target date 18<sup>th</sup> November unless other factors dictate. Action **KM/MF**.

## 8. Accounts

RP circulated detailed reports and explanatory notes prior to the meeting. Because we have moved over to Xero system comparisons with the previous year are difficult but will become more meaningful with continued use. The club's year end is 31<sup>st</sup> October. Preparation for this is much reduced by Xero.

Opening balance at start of year                    £ 40,147.09

Balance at 19.09.23                                    £ 40,245.02 (cash at bank and in hand)

The electricity contract was ending, and RP researched a suitable deal at Yu Energy which was agreed by MF and KM. The meter must be inspected; **RP** will attend.

MS receives regular inquiries from people wanting to SUP on the reservoir, commonly whilst on holiday in the area. Short term SUP only membership simply for access to the water with personal equipment would provide an income stream. The committee decided not to offer this as it would be difficult to manage and monitor and there could be safety issues as a result. In addition, we have the obligation in our lease with Yorkshire Water for how Club Members behave at the reservoir.

## 9. AGM 2024

- a) The AGM was scheduled for Wednesday 7<sup>th</sup> February as a virtual meeting on Teams.
- b) Membership fees need to be set for 2024 as our financial year end is 31 OCT and not least late joiners should now be paying the fee for 2024. It has been previously agreed that rates should increase to meet inflation and to build funds for strategic developments. There was broad agreement for an ~10% uplift. **MS** to calculate the new rates. There are currently 111 memberships (214 people including GCSC single memberships, social and honorary members).
- c) Possible candidates for Chair were discussed and **PHG** will speak with Phil Davies (perhaps a short term chair) and Jonathan Davey (possible future chair).

## 10. IT/website Update

MS has renewed MemberMojo with no change to the fee. BookWhen renews early next year. No significant change is expected as MS has pre-negotiated this. There is no feedback yet from JP's use of Sailing Club Manager. **KM** asked about data licensing and SCM, she will inform PHG of the relevant requirements and **PHG** is to check with JP.

## 11. Safeguarding and Welfare

A report was circulated ahead of the meeting.

There have not been any Safeguarding matters raised/reported since the last committee meeting. RW has recently supplied a list of trainers to KM. Some of these are inactive and therefore have not been DBS checked. **KM** to liaise with RW re whether these trainers should be retained on the list. Having been involved in one of the club RYA courses **KM** will now work up a course planning proforma to meet DBS requirements.

## 12. RYA Inspection

The inspection is on 16<sup>th</sup> October. A rehearsal is being held tomorrow. CGSC were recently inspected and have shared their experience. PHG has been updating the Handbook. **KM** to check if the new SG&W documents are the up to date ones.

## 13. AOB

- a) **Unidentified income** – There has been a £150 payment into the bank with reference CB1RMP. No-one recognised this. **RP** to contact CGSC treasurer re this. (CGSC memberships renew 12 months after joining rather than for the year.)
- b) **Bart's Bash** - There is £15 online donation and some cash at the club to be sent to Bart's Bash. Action; **MS**.
- c) **YW Toilet** – The lights are sometimes being left on. **GW** to draft wording for SailTime re this and on using the bag storage and closing the door to lock it.
- d) **Next SailTime** – **MS** to start planning what he requires from committee. **TBY** to ask Jacob Hynes for a write up and photos of the recent racing at Bassenthwaite.

## 14. DONM

MF to poll committee availability for w/c 30<sup>th</sup> October.

Ref	Actions from this meeting	Owner
20/09/22	Liaise with Simon Tomlinson about model boat insurance and training	<b>PHG</b>

	Model boat training tick box on membership form	<b>MS</b>
	Model boat hire booking	<b>MS</b>
	Lone sailing safety, draft wording for poster/card	<b>PHG</b>
	Lone sailing safety card for joiners	<b>MS</b>
	Lone sailing safety in SailTime	<b>MS</b>
	Liaison re SUP training for 2024	<b>JK</b>
	Ascertain if Jo (Andy Wood's partner) is a (willing) FA trainer	<b>TBK</b>
	Liaise with JK re FA training options, include Mark Meadows	<b>TBY</b>
	RYA Safety Boat booklet awareness and loans	<b>JP</b>
	Liaise with RW re defib training	<b>MF</b>
	Redesignation of trophies	<b>TBY/SPG</b>
	Simon Horsfield re speaking at prize giving	<b>TBY</b>
	Booking of venue for social in consultation with TBY re dates	<b>KM/MF</b>
	Electricity meter check by new supplier	<b>RP</b>
	Calculate fees for 2024	<b>MS</b>
	Consult Phil Davies and Jonathon Davey	<b>PHG</b>
	Data licensing and SCM – what?	<b>KM</b>
	Liaise with JP re data licensing and SCM	<b>PHG</b>
	Liaise with RW re inactive trainers	<b>KM</b>
	Course planning proforma	<b>KM</b>
	Check SG&W documents in handbook	<b>KM</b>
	Contact CGSC treasurer re unidentified income	<b>RP</b>
	Bart's Bash donations collation and transfer	<b>MS</b>
	Wording re use of YW toilets for ST	<b>GW</b>
	Inform committee re next SailTime requirements	<b>MS</b>
	Jacob re Bass racing report	<b>TBY</b>
	Availability poll	<b>MF</b>