

THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

MINUTES of the meeting held on 24 January 2024 on Teams.

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

APOLOGIES FOR ABSENCE: Kay Marriott

1. Conflicts of interest

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

2. Minutes of 01 November 2023

Approved without alteration.

3. Actions arising from the last meeting:

- a. **Social Evening/Prize Giving review** – Attendance slightly lower than last year. The room was very good, the food underwhelmed. Simon Horsefield's talk was excellent, TBY was thanked for organising the speaker and prize giving. Simon has not yet submitted expenses for travel, **Action: TBY** to prompt him. A speaker should form part of the event in future years and committee to be alert for possibilities.
- b. **TSSC Instructors First Aid training** – JK has organised for Ellie Meadows to deliver this on 17th February. This can include defibrillator use. Syd Nye remains interested in taking the FA instructors qualification and is checking the requirements.
- c. **Defibrillation training** – MF suggests including this for club members at an Open Day event.
- d. **Clubhouse Winterisation** – The clubhouse water was turned off, pressure was relieved from the system and toilets were flushed to empty the header tank. Notice displayed in clubhouse. The annexe stop tap was turned off and the pressure released. Water is being restored intermittently when needed in the annexe only. **Action: MF** to document the steps for G Drive/SOPS.
Recent report of water ingress at ceiling level in the clubroom after persistent W/SW storms; possibly wind driven over the eaves. **Action: MF** to ask House Bosun to advise.

4. **Boxing Day Walk** – 17 attended and had a jolly gathering and walk. To be repeated in 2024.

5. Pontoon

Anselm Allen and JK (CGSC) have a Zoom meeting with Yorkshire Water on 31st January to explore the possibility of a more permanent siting of floating pontoon. Funding may be available through army rehabilitation.

6. Sailing Programme

This is now published this on the website as agreed at last meeting.

7. 2000 Class Event 16-17 June 2024

The NOR should go out asap. Standard entry of £35/boat including crew goes to the club. Normally a meal is included on the Saturday evening and is offered at a charge for non-sailors. Camping is usually included where available. TBY estimates 6-12 boats. The committee agreed to these norms. Camping by accompanying non-sailors would not be charged as it is in the grant of YW in effect. We have no license to sell/supply alcohol so it would be BYO. Charge for the meal agreed as £7.50. MF/KM have offered to cater for this.

Syd Nye has offered to do safety boat. A Race Officer is needed who could deal with any protests. Access to toilet facilities will be needed at night by campers.

Host clubs often provide a prize/s bearing the club logo. It was agreed that the club could donate caps or similar items with the intention to reward those not rewarded by the event sponsors.

Actions: **TBY:** Complete NOR. **TBY** to seek RO through the class association and loan of large yellow buoys. **MF:** Inform YW of the dates (permission already obtained in principle). **KM/MF:** Catering of Saturday evening. **KM/MF:** Will camp to provide security/assistance (if no other club members offer this). **JK:** Consider if CGSC 2000's could be made available or entered (though helm needs to be class member). **MS/TBY:** Check for suitable prize/s.

8. Training

SB Familiarisation - Syd Nye wishes to provide this ad hoc. **Action: MS** to agree some dates with Syd for the booking system so that members see it. Can be cancelled if not booked.

Kick Start – Canvass requests for the content of sessions. **Action: TBY**

CGSC Courses - The correct and complete details are now listed.

Demand for training – MS is receiving inquiries re membership where beginner training is needed and desirable early in the season. The water is too cold in early May for beginners. The first scheduled course is the CGSC 3-day Youth Refresher, the first L1-2 RYA course is June 1-2 and 8-9. CGSC will take some adults if places available. Charges agreed to remain £25/day, £50/course. (See list of training and courses at end of minutes.)

Due to the shortage of instructors, it was concluded not to add to the programme. The engagement of an external trainer was considered but is not favoured at present. RP's father is a dinghy trainer and is moving to the area, **Action: RP** to check if qualifications/updates are current.

9. Treasurer's report

The final full year accounts for the year from 1 November 2022 to 31 October 2023 are now available and need approving. These and a Treasurer's report were circulated prior to the meeting, and the Treasurer's report is appended to the minutes. There being no questions, the accounts were unanimously approved. The full accounts will be available to members on request.

Actions : **RP** to see that the full and filleted accounts are signed, and the Filleted Accounts together with a brief treasurer's report are sent to MS for circulation for the AGM not later than 30th January. The accountants will submit the filleted accounts to Companies House for 26th April.

RP was thanked for her work in transferring the accounting to Xero and providing detailed but understandable information to the committee.

The committee unanimously recommend that the Accountants C&GB Associates be retained.

The Chair asked if a budget could be set for the current year. RP explained that in Xero you can only put in a monthly, not annual budget and as our income and expenditure is so sporadic it wouldn't really be helpful or justify the work involved. After discussion the committee agreed with this and that regular monitoring as at present is working well.

A cheque for £100 with no name/reference has been received. No-one knew who this was from or for what although there is a suspicion that it is for a membership based on previous year's prices.

10. Spring Workdays

GW proposed that two Spring Workdays should be scheduled at the beginning of the season; Saturdays 16th and 23rd March were selected. The clubhouse needs a freshen up. Painting of the clubroom floor and ladies changing room walls to be considered. Exterior painting is needed on the windows of the annexe and some woodwork on the Robinson Building, but this is not a good time to

do it. GW suggests that the club's boats need washing. **Action: GW** to discuss boat cleaning with the bosuns. **GW** to compile lists of the tasks/materials/tools for all tasks. **KM/MF** to provide soup lunch on the 16th but are unavailable on the 23rd. Will seek volunteers to do lunch on the 23rd.

11. Open Day

Originally the plan was for an Open Day to increase engagement and activity of current members but as memberships are slightly down it was proposed and agreed to hold an open day to which people interested in membership could be invited to see the club on a busy day. They would not be taken out on the water. MF/KM have offered to lead on an Open Day. PHG urges the involvement of non-committee members too, perhaps Jonathan Davey, and the Hydes.

MF suggests the following activities for members:

- Ask the paddle board instructor identified by JK to offer basic SUP training sessions.
- Model Boat introductory training sessions.
- 'Try something different' – have a range of club boat rigged up for members to try out and any other classes of boats which owners are willing to lend and supervise use of.
- Provide Defibrillator Training session for members if Yorkshire Ambulance are available.
- Put on a lunch – to be paid for.

Provisional date 11th May. Back-up date 27th April.

Actions: MF lead on planning. **MS/JP:** Publicity.

12. AGM 7th February 2024 at 7pm on Teams

PHG to conduct the first half of the meeting and then step down. He has agreed to be elected as Rear Commodore and, in that capacity, can return to chair the final part of the meeting. All agreed this was satisfactory. Until a Chair is elected, committee meetings will be chaired on a rotation of willing committee members. PHG has uploaded all files of his tenure as Chair to the club G Drive.

13. Safeguarding and Welfare report

There have not been any Safeguarding matters raised/reported since the last committee meeting. KM has not had a response from Roger Ansty re the need for him to be DBS checked if remaining on the instructor list.

14. Membership Secretary Report

Currently 85 memberships (110 people). About the normal number of outstanding renewals for this time who MS is regularly reminding. Membership numbers are roughly similar but there is a different mix with more non-sailing members, so income is down.

15. AOB

- a. The Army Dive Team hope to continue the work on marks and anchors on 6-7th February. The two buoys laid with new anchors last year have stayed in position. Old tackle will be removed to the beach at the western side for sorting. Six new buoys/anchors are to be installed. **Action: JK** to inform Lisa Harrowsmith at YW of the dates. **MF** will inform FFFC.
- b. FFFC have thanked the club for moving the one model boat mark identified as an obstruction.

16. 10. **DONM** – **MF** to poll the new committee for a meeting in early March.

Ref	Actions from this meeting	Owner
24/01/24	Document clubhouse winterisation for G Drive/SOPS.	MF
	Ask House Bosun to advise on clubroom water ingress	MF
	2000 Class Event:	
	Seek RO and loan of large yellow buoys	TBY
	Complete NOR	TBY
	Catering for Saturday evening	KM/MF
	Overnight clubhouse access and security	MF
	Consider if CGSC 2000's could be made available or entered	JK
	Check for suitable prize/s	TBY/MS
	Dates for SB familiarisation training from Syd	MS
	Kick Start – Canvass requests for the content of sessions	TBY
	Check father's instructor qualifications/updates	RP
	Signing of accounts and send filleted ones and report to MS	RP
	Circulate above items no later than 30 th January for AGM	
	Spring Workdays: discuss boat cleaning with the bosuns	GW
	Agree and list tasks/materials/tools	GW
	Catering KM/MF on 16 th and recruit other caterers for 23 rd March	KM/MF
	Open Day – lead on planning	MF
	Open Day - publicity	MS/JP
	Dive Team - inform Lisa Harrowsmith at YW of dates	JK
	Dive team – inform FFFC of dates	MF
	Poll availability for next meeting	MF

Training dates 2024

Sail Training	
Training Courses	
RYA L1 / L2	
01/06 & 02/06	4 days over 2 w/e
08/06 & 09/06	
Youth Training 3-Day course	
28/05-30/05	Refresher
Youth Training 4-day courses	
23/07 - 26/07	Beginners
06/08 - 09/08	Mixed ability
20/08 - 23/08	Mixed ability
Youth Training 3-day course	
22/10 - 24/10	Experienced