

## THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

**MINUTES** of the meeting held on 27 JAN 2022 online on Teams.

**PRESENT:** Phil Gamlen (in the Chair), , John Knopp, Annabelle Le Page, Rob Wyatt, Mike Smith, Eddie Fearnside, Trevor Birkbeck, Merrin Froggett.

**APOLOGIES FOR ABSENCE** – None

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

1. **Minutes of 16 NOV 2021** meeting were approved without alteration.

2. **Actions arising from the last meeting:**

2.1. Status of 2022 Training and Development initiative:

2.1.1. **Training** – Trainers are currently populating the training calendar with availability.

There is some difficulty in identifying all the Saturdays needed for Carmel College and the SI's to oversee. **JK** offered to help with delivery of some sessions. **RW** offered to be SI (land based) for some. Liaison is ongoing with the College re dates.

The feasibility of running some College sessions concurrently with SB/PB2 and RYA courses is to be considered by the SPG.

PB2 training is being developed by ALP, JK, Mark Meadows, James Proctor. This to be held early in the season.

Some Race Officer training sessions are to be provided by Tony Merry.

RYA members can do PB2 training at Scarborough or Hartlepool in the next two months. Notify TSSC members in next communication. Action **MS**.

2.1.2. **Racing** – The SPG outline proposal is:

*From 15<sup>th</sup> April* – Training for safety boat, race officers and beginners racing.

*From early June* – Kick Start Racing and start of the formal racing programme.

*Later season* – continuation of the regular racing. Racing will be weekly on Sundays with SB cover, separate morning/afternoon competitions and different series to create more opportunities for participants and winners.

ALP to circulate the programme to Committee after 31<sup>st</sup> January. Committee to respond ASAP.

2.2. Polling for AGM and Social event – Polling of membership indicated preference for an online AGM. At the time of polling Covid rates were high and there was little interest in a social event.

2.3. Year End Edition of SailTime – MS was thanked for the excellent edition which contained the Committee report for 2021.

2.4. Defibrillator – The unit is installed and operational. YW have been informed and sent pictures. Consideration to be given to a training session by Yorkshire Ambulance on the

trainers' update day. Possibly include other interested club members and Felling Fly Fishing Club Action **RW**.

### 3. LEIF Grant

- 3.1. Finalisation of Purchase List – See attached text of email and spreadsheet from PG to Army (27.01.22) which summarises the discussion. JK recommends purchase of a 48-50" smart TV so that training videos can be shown from GoPro camera and mobile phones and purchase of an additional narrow angle lens for the GoPro. Some window blinds may be needed to prevent screen glare.
- 3.2. Quotes and Purchasing completion List – Summarised in attached spreadsheet (28.01.22). [The list was updated (see 04.02.22 spreadsheet) as fixed fittings were excluded from the grant.]
- 3.3. Delivery – Delivery of items ordered by Army Procurement needs to be to Army premises. They will then organise transfer to TSSC. Club members will be needed to receive and store items.
- 3.4. Installation – EF and Steve could install new kitchen by end of March. They can build an MDF cupboard around a wall mounted TV/screen. Action **EF**. Preferred location is the back corner of the east end of the club room with possible future relocation to the training room. Tiling around sink to be made good with stock of existing tiles if enough. EF recommends installing one of the two stored boilers and piping hot water to the changing room basins.
- 3.5. Removal and disposal/new homes for existing assets – to be offered free to club members and possibly Freecycle. Any remaining items to be taken to recycling centre or burned. Action: communication in next SailTime **MS**.

### 4. Accounts:

- 4.1. Circulated on 24<sup>th</sup> January. Cash at bank is £48K. Running costs budget for next year £8 - 8.5K. There will be an expected surplus of ~£40K which includes £10K Covid grant. There was broad agreement that the club should be willing to use some of the reserves to top up the LEIF grant if necessary to achieve the desired upgrading of the club house kitchen area.
- 4.2. Year End Accounts – Still with accountants but expected to arrive prior to AGM. Summary financial report to be sent to members prior to AGM and full accounts to be published on website and provided on request later. Action **RW**.

### 5. Preparation for AGM –Tuesday 8<sup>th</sup> February 2022 at 7.00pm on Teams

- 5.1. Committee Report, update on activities since November SailTime including: Defibrillator, LEIF grant award, **PG**.
- 5.2. Treasurer's Report. **RW**
- 5.3. Election of Officers
  - 5.3.1. Retiring Officers: Nick Hatch and Jonathan Stevenson. **PG**.
  - 5.3.2. Election of Officers: The other Officers are prepared stand again where there are no nominations. **MF**.
  - 5.3.3. Election of nominated Committee Members: Phillip Cosson and Graham Whittall. **MF**.
- 5.4. Appointment of Accountants. **RW**
- 5.5. Presentation of Trophies (virtually). **ALP**.
- 5.6. AOB:

- 5.6.1. Open Day 2022. See (6) below.
- 5.6.2. Safety Boat cover and training. (JK and MM to provide the brief.) **PG**.
- 5.6.3. 2022 Sailing Programme and Race Training initiative.
- 5.7. Communications: Email to members with invitation to meeting, link, agenda, financial report, Committee report and re-issue of Minutes of AGM 2021. Action **MS**.
- 6. **Open Day in 2022** – Preferred date Monday 2<sup>nd</sup> May, though SPG to consider the desirability of overlapping with RYA course on the same weekend. Decision: **ALP/SPG**.

A co-ordinator is needed who is not a trainer – interest to be invited at AGM.

#### **7. A.O.B**

- 7.1. Bosuns to be tasked to remove redundant TSSC signage the from gate, and any sanitisation stations nearby. Action **JK**.
  - 7.2. Some concern was aired that not all members remember combination for padlock on gate. JK will see if previous key lock exists and if a new barrel fitting original key is an affordable option. Action **JK**.
  - 7.3. The Army Divers agreed activities on the reservoir have been postponed due to a combination of circumstances.
8. **DONM** – Thursday 3<sup>rd</sup> March, 7.30pm on Teams. Meetings thereafter will be ad hoc.