

Basingstoke Canal Canoe Club Meeting Minutes

Time/Date:	Fri 10 th Sept 2010
Meeting purpose:	Committee meeting
Location:	The Chairman's residence, Mytchett

Attendees	
Committee members	Alan Ebbage - Chairman Liz Murnaghan - Secretary Katie Truesdale -Treasurer Mark Dyer Harvey Wade Brian Biffin Tracy Rees Clark Alan Taylor
Youth Committee members:	Jason Dyer, Nick Boreham
Other Participants	Charles Hicks: Project Manager Facilities Development Brian Gandy FWRG
Apologies:	Lee Matthews QM

1. Agenda	
	<ol style="list-style-type: none"> 1 Apologies. 2 Minutes of the previous meeting. 3 Ongoing action points and matters arising 4 Accounts 5 Toilet Block 6 Correspondence- Surrey CC Public Value Review 7 Club Night 8 Club members handbook 9 Application for Funding towards L1 course from Jason Dyer, James Taylor, Mike Rees Clark and Nick Boreham 10 Chairmans Supper 11 AGM 12 Reports from Sections <ol style="list-style-type: none"> a. Racing b. Paddlepower c. Slalom d. Canadian e. Pool and Polo f. Training and Trips g. CPO h. Quartermaster i. Youth Group 13 AOB 14 Date of next meeting

Minutes	
1. Apologies.	Received from Lee Matthews. Note Kaz Dyer has resigned as Membership Secretary w/e 2 nd Sept. Liz to

cover until AGM

2. Minutes of the previous meeting (4th June 2010).

Minutes accepted.

3. Ongoing action points and matters arising.

See Actions section below.

4. Accounts

Katie presented the accounts. The draft accounts have been produced to go to the Auditor. Dave Horner is to make some minor changes to the software. Membership income was up by almost £1k on last year. Alan E and Katie have met with the Auditor to discuss the Club Cash Handling Policy. All monies should go via the Treasurer for paying in.

5. Toilet Block

The Toilet block plans have been ready since June. There has been a delay whilst the BCA prepare a planning application for the Campsite to be submitted alongside the toilet block plans. This is currently delayed by producing the relevant drawings for the Campsite. The Basingstoke Canal Joint Management Committee wish to progress this as soon as possible.

6. Correspondence

Liz has received a copy of the Surrey County Council Public Value review. SCCC wish to deliver top 25% performance with bottom 25% Costs, and save lots of money and this is the notification of the exercise. Since the SCC fund the canal this will have an impact on us although we don't have any say in the matter at the moment. Liz to send a copy of the paperwork to Charles and Brian B

7. Club Night

This was (back in the old days at Fleet Wharf) a Tuesday night and members would get together for informal paddles and a chat. With the move to Mytchett and lots more structured paddlesport activity the idea of "Club Night" has waned. Some long established members now avoid Tuesday nights because Tuesday evenings are too busy. It was suggested that new members come along on Saturday mornings on the first Saturday of the month to "Meet the Committee" (One or two of them, not the whole lot!) and that this would be a better time for an informal paddle, (no coaching provided).

8. Club members Handbook

Liz, Alan E and Brian G have produced a new version which is to go out to new members and be published on the website

9 Applications for funding towards L1 course.

Applications have been received from Jason Dyer, James Taylor, Nick Boreham and Mike Rees Clark towards the UKCC Level 1 course that the Club is running in October.

The Club is prepared to support Coach development and the latest written policy was a line in Waterfront Sept 08 " We are prepared to offer financial support of up to £75 or 50% of course fees towards coach training and assessments (per person, per annum) The applications should be made in advance to the Treasurer and supported by an invoice for the course. We do of course expect you to take part in coaching for the club when you have qualified".

It was agreed to support each Club member £30 towards their coaching course, which will return the profits this course should make to the participants. To obtain the support members should agree to deliver either 1 star course or Paddlepower beginner's course or 8-10 hours beginners race coaching. Liz to send a suitable form to Jason to circulate.

Mike Truesdale has a broken wrist and so can no longer participate. It was agreed to refund his deposit and for Jason to try and fill his space.

10 Chairman's Supper

This is now a lunch and will take place on Saturday 18th September. It will take the form of a BBQ. Food will be provided for invited guests (please bring your own chair!). a BBQ will also be available for Club members who are taking part in the "Shindig" that follows to cook their own food. Alan E has sent out the invites.

11 AGM

This has been booked for Friday 26th November at Frimley Baptist Church.

Alan E, Liz, Brian B, Alan T and Mark happy to stand again. Katie's time as Treasurer is up. The following posts to be advertised; Treasurer, Newsletter Editor, Membership secretary.

12 Reports from Sections

Racing

The grant application in for a new Tor and paddle was successful.

The Marathon race team have been competing with great success and have qualified for the Hasler Finals at Worcester on 10th October. Brian G's coaching sessions on Saturday mornings have been going well.

Paddlepower

Rosie currently running a full beginners course on Saturday mornings.

Paddlesport Challenges going ahead with Paul Jeffs as Team Leader.

Slalom

We came 3rd in the Hants Youth Games. There was a write up in Canoe Focus.

Canadians

Brian B hopes to buy a new canoe at the symposium in October. All Scout B/Aids have been withdrawn from the barn because they are in poor condition. The system of storage of paddles and B/Aids in the barn needs to be reviewed and improved.

Pool and Polo

No report

Training and trips

A full list of trips has been published. Thanks to Brian B and Paul J for organising these.

CPO

Brian B provided an up to date list of CRBs

QM

No report

Youth

No report.

13. AOB

BCCC canal Challenge will be 12th December

Donation to St John Ambulance for running 1st Aid course not to exceed £75

From the latest canal user group meeting. Phillip Riley of the Canal Society wish to contribute financially to the toilet block, they would like the use of one of the upstairs rooms.

The Hants pound is overgrown in 2 places Charles to chase BCA to do selective trimming.

Alan E to talk to Dave Bevan about membership Secretary email changes

14. Next Meeting

Friday 22nd October Brian G's house, Florence Road, Church Crookham, Fleet.

Actions					
Item No.	Action Item	Action Owner	By when	Status and Progress	Original date added
0909/8	Progress Cash-4-Clubs grant application (with assistance of Jason).	Jason Dyer/ Charles Hicks	30/9/10	Jason and Charles to fill out form to get a new Ergo. Just started! Date revised again. ONGOING.	11/09/09
0909/11	Complete the bungee-cord (rack securing) at Mytchett and provide receipts for all materials.	Lee Matthews	25/12/10	ONGOING. Awaiting more bungee. Date revised again	11/09/09

0912/05	Look at possibility of using Yateley School Pool	Brian B/ Katie T	21/10/10	Katie has confirmed that pool is available on Sundays. Brian B to arrange time to see it. Still trying to arrange a visit. ONGOING.	4/12/09
0912/06	Supply Katie with Receipt for polo boats	Lee Matthews		CLOSED	4/12/09
0912/08	Organise 4*CN and WWSR courses	Brian B	17/9/10	4*CN complete WWSR booked for 17/9/2010 and also half term ONGOING.	4/12/09
0912/09	Organise a 1 st Aid course for summer 2010	Tracey Rees Clark		Complete – course organised. St Johns will run one for us in Cove on 11/9/10. 12 people to attend CLOSED.	4/12/09
0912/10	Arrange Coaches meeting to discuss standards for 2 star	Brian B	1/10/10	To be done on 17/9/ 2010 Liz, Brian B and Richard S to attend. ONGOING.	4/12/09
0912/11	Develop means of recording Site Specific training	Liz Murnaghan/ Brian B	1/10/10	Liz has standards from Clubmark folder. To do on 17/9/2010 at 2 star meeting ONGOING.	4/12/09
0912/13	Make a new trailer	Denis Rees Clark		Complete. Storing at RAF Odiham. CLOSED.	4/12/09
0503/1	Changing Room/Toilet Block development: provide progress report.	Charles Hicks	22/10/10	See Section 5 of minutes. Charles Hicks to keep everyone updated with progress of planning application. ONGOING.	5/3/10
0503/3	Develop Club Cash Handling policy.	Katie Truesdale		Policy approved by Auditor. CLOSED.	5/3/10
0503/7	Amend Club Rules to show that all members should help out at events at least 2 times a year	Liz	24/12/10	Amended version approved and to be sent to new members. Liz to develop a FAQ sheet to run alongside. Include "When does a member of an Affiliated Group need to take out Individual membership?" ONGOING.	5/3/10
040601	Fix Slalom wires	Lee Matthews		Complete. CLOSED	4/6/10
040602	Arrange 2 star course on weekend dates	Brian B/Liz		CLOSED	4/6/10
040603	Install solar light at Odiham	Lee M	22/10/10	ONGOING	4/6/10

040604	Organise Thank You supper for helpers.	Alan E		BBQ to take place on 18/9/10 CLOSED	4/6/10
040605	Install reminder sign for site security at Mytchett and arrange dedicated hook for container keys	Lee M	22/10/10	To be done. Also need to research proper Container padlock to improve security. ONGOING	4/6/10
040606	Represent Club at BCU licence meeting	Alan E and Charles		The BCU can't afford to pay the BCA any more money for canal licences. Any increases in future years may have to be met by Canoe Clubs on the Canal CLOSED	4/6/10
040607	Complete NEHSSP Volunteer nomination	Alan E		Complete, Liz was runner up to a guy who had been helping AFD since the 1950s! CLOSED	4/6/10
040608	Review private K1 and K2s stored in barn and invoice accordingly	Alan t/ Mark D with Lee M	2/10/10	ONGOING.	4/6/10
040609	Provide copy of asset register to Katie	Liz		CLOSED.	4/6/10
040610	Structure pool sessions to maximise income	Lee	8/10/10	Achieved for Spring 2010. Need same for Autumn 2010. ONGOING.	4/6/10
10/9/01	FWRG to label racks for K1s and K2s	Alan T	26/11/10		10/9/10
10/9/02	Add space to membership application form for boats owned	Liz/Alan E	26/11/10		10/9/10
10/9/03	Work with QM to integrate boat store data base into membership	Liz/Alan E/ Lee	26/11/10		10/9/10
10/9/04	Review storage of paddles and b/aids following deterioration and removal of Scout Kit	Brian B/ Lee	26/11/10		10/9/10
10/9/05	Send copies of SCC Public Value Review to Charles and Brian B	Liz		Post meeting note: Action completed 28/9/10.	10/9/10
10/9/06	Revised edition of Members handbook to go on website and out to new members	Alan E and Liz	30/9/10		10/9/10
10/9/07	Talk to Dave B to update email for Membership Secretary from Website	Alan E		Post meeting note: Action completed 22/9/10.	10/9/10
10/9/08	Ask BCA to do selective trimming of overgrowth on Hants pound	Charles	30/9/10		10/9/10
10/9/09	Try to fill last place on L1 course now Mike Truesdale has broken wrist	Jason	2/10/10		10/9/10

Next meeting	
Purpose	Regular Committee meeting
Date:	Fri 22 nd Oct 2010
Time:	20:00-22:00
Location:	Brian Gandy's House, Florence Road, Church Crookham, Fleet.
Expected attendees:	<ul style="list-style-type: none"> • BCCC Committee members • Youth committee representatives.
Draft agenda (to be confirmed closer to meeting date)	<ol style="list-style-type: none"> 1 Apologies. 2 Minutes of the previous meeting. 3 Ongoing action points and matters arising 4 Membership fees: consider increase. 5 AGM- Committee posts and pots! 6 Accounts 7 Toilet block 8 Reports from Sections <ol style="list-style-type: none"> a. Racing b. Paddlepower c. Slalom d. Canadian e. Pool and Polo f. Training and Trips g. CPO h. Quartermaster i. Youth Group 9 AOB 10 Date of next meeting