

Basingstoke Canal Canoe Club Meeting Minutes

Time/Date:	20:00 Friday 15 th May 2009
Meeting purpose:	Regular Committee meeting
Location:	The Ebbage House, Mytchett.

Attendees	
Committee members	Liz Murnaghan (Madam Chairman) Katie Truesdale (Treasurer) Alan Ebbage (Secretary) Brian Biffin Charles Hicks Tracy Rees-Clark Alan Taylor Harvey Wade
Youth Committee members:	Jason Dyer Mike Rees-Clark
Other Participants	
Apologies:	Kaz Dyer (Co-opted) James Freemantle (Membership Secretary) Lee Mathews (Co-opted).

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. Budgets 6. Revised Club Handbook 7. Date/venue for 2009 AGM 8. Funding opportunities 9. Clubmark 10. Surrey Heath Sports Awards 11. Reports from Sections (4 minute limit unless additional time requested. Please submit reports for any lengthy items) <ul style="list-style-type: none"> • Racing • Paddlepower • Slalom • Canadian • Pool and Polo • Training and Trips • CPO • Quartermaster • Youth Group 12. AOB 13. Date of next meeting

Minutes

1. Apologies.

- See above.

2. Minutes of the previous meeting (27/2/09).

- Correction to attendees: Steve Rees-Clark should have read Mike Rees-Clark.
- Minutes accepted.

3. Ongoing action points and matters arising.

- See Actions section below.

4. Accounts.

- Katie presented the club accounts, in summary:
 - Community Account: £,7475 (includes the £5000 H&IOW grant)
 - Bonus Account: £16,533
 - Cash in hand: £410.
- Confirmed that the Bonus Account is a deposit account only and the sum is being held for potential clubhouse improvements. At this time there is no intention to use these funds for equipment purchases.
- BB has sold 2 x sit-on-tops for £50. He requested that the funds be added to the Canadian fund.
- AT suggested that the membership fee be increased by £5.00 and that members then be entitled to free pool sessions. Katie will perform calculations to establish whether pool costs will be covered.

5. Budgets.

- Less money available this year. Initial budgets for 2009/2010 agreed as follows. It was accepted that more funds may be available once the 2008/2009 accounts are closed (accounting year ends 30/6/09):

Budget	Amount
BCU CC Development Program	£0
Boathouse Maintenance	£300
Canadians	£1,000
Flatwater/Sprint	£1,800
Misc. Equipment	£400
Pool/Polo	£1,500
Sea	£0
Slalom	£0
Training	£400
Whitewater	£0
Total budget 2009/2010	<u>£5,400</u>

6. Revised Club Handbook.

- Liz's amendments to the Boat Usage section agreed. Liz will include the headings suggested by Harvey.

7. Date/venue for 2009 AGM.

- Date: 13th November 2009.
- Venue: Frimley Baptist Hall.
- Brian will ask Dave Bevan to book the Frimley Baptist Hall.

8. Funding opportunities.

- The Hampshire & IoW £5,000 grant has been received. Liz and Charles will agree the size of wing paddles that will be purchased using part of this grant.

9. Clubmark.

- Nothing to report.

10. Surrey Heath Sports Awards.

- Nominations to Liz please.

11. Reports from Sections

11.1 Racing:

- Young paddlers are starting to produce good results after the winter training sessions.
- Intends to use 2009/2010 budget to purchase a replacement all Kevlar/carbon Falcon K2. He will fund the difference himself between the cost of the all K/C version and the glass-decked version. A second-hand Cougar/X-lancer will also be sought.
- Flat-water Racing Group (FRG):
 - Group has been formed (Charles, Richard S, Brian G). Main purpose is to provide a forum to:
 - Discuss coaching.
 - Agree equipment requirements.
 - Mediate on club equipment usage.
 - The intention is to keep the FRG informal.
 - The FRG may ask one of the Youth Group members to attend meetings.
 - Charles will continue to report to the committee via his Racing Report.
- Charles will discuss with the FRG the different options for the 'Basingstoke Canal Challenge' event.
- A fast K2 would be useful for the junior members. Suggestion is that specific fund raising events take place to raise the £2,500 required.

11.2 Paddlepower:

- First course is halfway through and numbers have increased slightly.
- The next opportunity to register is 2nd June.
- Kaz will be asked to obtain (verbal) feedback from participants/parents.

11.3 Slalom:

- BCU Southern Region Boats have been used,
- Boats were hired to non-members for use at Cardington.

11.4 Canadian:

- BB intends to use the 2009/2010 budget for:
 - One second-hand fast tourer.
 - 3 x buoyancy blocks.
 - Air-bag and new front seat for Legend.

11.5 Pool and Polo:

- New pool times have been implemented. Attendance seems to have increased.
- Lee has suggested Eskimo Gecko as a new polo boat at £599 each. Agreed that these are ok for adults but other boats must also be sought for smaller paddlers.
- Katie has provided to Lee details of accounts for the pool sessions.
- Lee still to provide details of attendances.

11.6 Training and Trips:

- A Three Star assessment (Canadian) course has recently completed.
- BB intends to run a Two Star (Canadian) course during the summer.
- A Level one coaching course is scheduled for June/July.
- Two Star course recently completed.
- See website (Trips page).

11.7 CPO:

- Brian has raised the question of whether parents should accompany their children on overnight trips. James Hinves has advised that this is not necessary as long as a) the parent gives permission and b) the Club Welfare Officer is happy with arrangements.
- Still awaiting return of approximately twelve CRB checks (via BCU).

11.8 Quartermaster:

- The container is ready to be racked. Funding will be from the Miscellaneous Equipment budget. Lee estimates £100 for the timber but this appears low.
- Key to the container is now with the gate key.
- It is important that members remember to check that the container is properly locked before leaving the boathouse.
- Some kayak air-bags have burst as a consequence of being stored with too much air and consequent over-heating in the boathouse. Replacements to be funded by from the Miscellaneous Equipment budget. Proposal is that the ait-bags are only partially inflated to allow for heating and expansion.
- A survey showed that temperatures in the container tend to be less extreme than those in the

boathouse.

- The boathouse crowding situation is now critical. Reports of at least one boat falling on one member; a Canadian canoe (Legend) seat being broken when it was used as a step. Agreed that the middle rows need to be freed of floor level clutter (Canadians and paddling machines to be temporarily moved to the container).
- Alan T has agreed to muster a volunteer party to help Lee with the K1/K2 rack foam protection renewal/fixing.
- Odiham storage – new floor base. Still awaiting approval and start from the MoD. Lee is chasing.
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11.9 Youth Group:

- Barle trip planned for 9th-11th October 2009. Cost will be £35 per person. Accommodation has been reserved and deposit paid. Details and application form on website.
- An application for a £1800 grant is being submitted. Funds to be used for polo boats.

12. AOB:

- Tracy advised that her husband, Denis, is working on repairing the club trailer. Brian will work with Lee to provide Denis with guidance as to requirement (expected to be a general purpose trailer requirement).
- Liz will arrange to purchase 3-4 child size PFDs with the funds from the BCU Club of the Year Award.
- AE will complete the BCU club affiliation renewal (needs stats from James F).

13. Date of next meeting

- 18/9/09. See details at end of minutes.

Actions					
Item No.	Action Item	Action Owner	By when	Status and Progress	Original date added
1	Build concrete base for Swimming Pool Boat Store and secure racking.	Lee Mathews	15/7/09	Racking secured. Request has been submitted mid-Jan 2009 to MoD for new base. Mod will be carrying out the work themselves. No progress and Lee is chasing MOD. ONGOING.	2006
2	Review Pool boats	Lee Mathews	18/9/09	A suitable adult boat identified (Gecko @ £599 each). Search needs to continue for boat for smaller paddlers. ONGOING.	2007
3	Resolve Topo Duo	Lee Mathews		Topo Duo purchased for £899. CLOSED	2007
5	Gift aid to be re-looked at	Katie Truesdale	13/6/09	Status unknown. Certificate to be sent out. ONGOING.	2008
8	Runway End Proposal - To consider tentative steps and further investigation of possible affiliated club house development - News due on stage 1 of proposal from James Hinves in Jan 09	Charles Hicks & Liz Murnaghan		Future not optimistic. No specific actions so this item will be closed. CLOSED.	2008
0812/3	Liz to speak with Jon Mudd to obtain a revised insurance quote covering a limited number of outings, e.g. 10, with a higher	Liz Murnaghan	15/6/09	No progress. Jon M has limited availability. ONGOING.	5/12/08

	damage excess, e.g. £500.				
0812/7	Provide feedback from Youth side as to their views on club clothing, e.g. bank jackets.	Jason Dyer	15/7/09	Youth generally happy with idea of club clothing but want to agree design. ONGOING.	5/12/08
0812/11	Provide 2008 AGM documentation to Alan.	Jon Mudd	14/7/09	Still awaiting minutes of 2008 AGM (Jon continues to have limited availability). Alan has chased. ONGOING.	5/12/08
0812/15	Complete audit of coaching qualifications and BCU CRB checks (for coaches).	Brian Biffins	15/7/09	Approx 12 CRB results awaited from BCU. BB still to investigate CRB renewals through Sue Hornby. ONGOING.	5/12/08
0902/1	Update accounts to reflect: <ul style="list-style-type: none"> • Status of second Espada • Pool diary cost to come out of boathouse fund. • Room cost for circuit training (possible invoice error). • KC21 £62.50 donation • £100 Youth Group budget • 'Spooky 'Paddle' proceeds to Youth Group fund. • Allocate proceeds from sale of boats to the 'Whitewater' budget. • Update financial asset register for sold boats. 	Katie Truesdale	15/6/09	Liz confirms that details of 2 nd Espada sale are now known (Richard S has cash). Katie did not receive minutes and hence actions are still outstanding. ONGOING.	27/2/09
0902/2	Provide details of pool attendees to Katie T.	Lee Matthews	15/6/09	Katie has provided account details to Lee on 15/5/09. ONGOING.	27/2/09
0902/4	Update and sign the KC21/BCCC agreement and provide copy to Alan E.	Harvey Wade	15/6/09	Lee still to sign. ONGOING.	27/2/09
0902/5	Confirm whether Richard Somerset and Charles H would provide a paddling machine 'taster' session at the boathouse for the Surrey Heath Show on 2 nd May 2009.	Liz Murnaghan		No activity planned for Canal Centre and hence taster session no longer required. CLOSED.	27/2/09
0902/6	Circulate details of new coaching ideas for open boating	Brian Biffin		Complete. CLOSED.	27/2/09
0902/7	Make the club's policies more easily accessible on the BCCC website.	Alan Ebbage		Complete. CLOSED.	27/2/09
0902/8	Relocate the C1 into the boathouse roof space.	Lee Matthews		Complete. CLOSED.	27/2/09
0902/9	Replace worn-out/missing foam on Mytchett boat racks.	Lee Matthews	15/6/09	No progress. Alan T to raise working party to assist Lee. ONGOING.	27/2/09
0905/1	Confirm whether a £5 increase to the membership fee will cover pool costs.	Katie Truesdale	29/5/09		15/05/09
0905/2	Update and release the boat usage section of the member's handbook.	Liz Murnaghan	29/5/09		15/05/09

0905/3	Ask Dave Bevan to book Frimley Baptist Hall for AGM on 13/11/09.	Brian Biffin	29/5/09		15/05/09
0905/4	Ask Kaz to obtain (verbal) feedback from Paddlepower participants and/or parents.	Liz Murnaghan	29/5/09		15/05/09
0905/5	Muster volunteer party to assist Lee with K1/K2 racking padding.	Alan Taylor	29/5/09		15/05/09
0905/6	Provide accurate estimate for cost of the container racking.	Lee Matthews	29/5/09		15/05/09
0905/7	Work with Lee to provide Denis Rees-Clark with guidance as to requirement for the alterations to the club trailer.	Brian Biffin	15/6/09		15/05/09
0905/8	Submit the BCU club affiliation renewal.	Alan Ebbage	23/6/09		15/05/09

Next meeting	
Purpose	Regular Committee meeting
Date:	Friday 18 th September 2009
Time:	20:00-22:00
Location:	The Truesdale residence, Naranda, Lake Road, Deepcut GU16 6RD
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. Accounts 5. AGM 6. Reports from Sections: <ul style="list-style-type: none"> • Racing • Paddlepower • Slalom • Canadian • Pool and Polo • Training and Trips • CPO • Quartermaster • Youth Group 7. AOB 8. Date of next meeting