

# Basingstoke Canal Canoe Club Meeting Minutes

<b>Time/Date:</b>	4 <sup>th</sup> Dec 2009
<b>Meeting purpose:</b>	Committee meeting
<b>Location:</b>	The Biffin House, Fleet.

Attendees	
<b>Committee members</b>	Liz Murnaghan –Secretary Alan Ebbage Chairman Brian Biffin Kaz Dyer (Co-opted- Membership Secretary) Tracy Rees-Clark Alan Taylor Harvey Wade Mark Dyer Brian Gandy –(Co-opted flat water racing) Katie Truesdale -Treasurer
<b>Youth Committee members:</b>	Jason Dyer
<b>Other Participants</b>	
<b>Apologies:</b>	Lee Matthews _QM

1. Agenda
<ol style="list-style-type: none"> <li>1. Apologies.</li> <li>2. Minutes of the previous meeting.</li> <li>3. Ongoing action points and matters arising</li> <li>4. Flat Water Racing Group</li> <li>5. Toilet Block at Mytchett</li> <li>6. BCU Club of the Year</li> <li>7. Club Clothing</li> <li>8. Boulogne Billancourt Club link</li> <li>9. Pool</li> <li>10. Accounts &amp; Funding</li> <li>11. Reports from Sections               <ul style="list-style-type: none"> <li>• Racing</li> <li>• Paddlepower</li> <li>• Slalom</li> <li>• Canadian</li> <li>• Pool &amp; polo</li> <li>• Training and Trips</li> <li>• CPO</li> <li>• QM</li> <li>• Youth</li> </ul> </li> <li>12 AOB</li> <li>13 Date of next meeting</li> </ol>

Minutes
<b>1. Apologies.</b>

- See above.

## **2. Minutes of the previous meeting (1/10/09).**

- Minutes accepted.

## **3. Ongoing action points and matters arising.**

- See Actions section below.

## **4.Flat water racing Group.**

This is to be a sub committee of the main committee

Brian Gandy's proposals were circulated and agreed (See Appendix 1)

The FWRG are to ask racers via email of their race boat requirements for the next 4 months

Diary entries, Richard S has the final say!

## **5. Toilet Block at Mytchett**

- Liz reported that with Charles Hicks they had met with Dean Wall and Ian Brown of BCA and Mark Evans and Mike Conolly of MCA Architects at Mytchett on 2<sup>nd</sup> Dec.
- MCA will write to Charles Hicks within next 2 weeks outlining their terms and conditions.
- Fees will be on a "Speculative" basis, ie we start to pay them once planning has been approved. They are ca 70% confident that this project will happen.
- Charles Hicks will be the main point of contact for all communication with this project.

## **6.BCU Club of the Year.**

- Minor amendments suggested Pool to be added as an amenity.. Liz to revise and send off.

## **7 Club Clothing**

Samples of clothing from Total Teamwear, Aldershot were tried on. Although everyone liked the idea of a "bank jacket" a style could not be agreed on. Club clothing options will be Hats, hoodies, sweatshirts and Polo shirts. The Youth Committee to see if they wish to add tracksuits to the list at their meeting on 10/12/09

## **8. Boulogne Billancourt Club link**

- We have been approached to see if we would like to link to this French Club, to provide training and hospitality for their Young paddlers in April and then pay a return visit at another date. They have been described as the French version of Elmbridge
- Brian Gandy does not think that we have the facilities to host this. If Wey KC end up as hosts BG will write to them and offer help if reqd.

## **9.Pool:**

- This made a slight profit at the last session.
- Bookings for the New Year are as follows
- 17<sup>th</sup> Jan, 21<sup>st</sup> Feb, 28<sup>th</sup> Mar, 25<sup>th</sup> Apr, nothing in the summer .
- Brian Biffin and Katie Truesdale are to look at the option of using Yateley School pool
- Alan E to review Odiham agreement with Lee

## **10. Accounts and Funding**

- Katie went through accounts
- Membership income is down at moment. Kaz says that a large number have not renewed., but is unsure if this is because they have not been notified.
- Katie requested that boat store lettings be tied to membership renewals. Katie and Lee to work together on this.
- Barle surplus to go to General Account. Ring fencing of profits is not allowed for Club events
- Receipt for Polo boats is missing. Lee to provide to Katie..

## **11 Reports from sections**

**Racing-** Falcon has gone back to manufacturer to be beefed up. New Leader has had rear seat repaired.Charles has fixed plenty of boats in the past 3 months. James, Jason, Isobel, Naomi and Nick went to Indoor Kayak Championships. Nick was in a heat with Tim Brabants. Lots of promotions following

Banbury race. Orienteering event was very good. Good turnout for Ross Warland event too.

**Paddlepower**- Needs to identify a Bank Manager for new season

**Slalom**- 6 of 8 Southern Region boats to be stored and insured by Winchester.

**Canadian** 3 star course ended in Nov with 4 passes. Brian B to try and organise a 4 star Canoe and WWSR course in N Wales with Ray Goodwin.

**Pool/Polo** Brian G and Richard s to look at possibility of having Placid Water boats in Pool for 1 session to work on stability.

**Training and Trips**- The new 2 star award is split into 2 camps, CN and CCK who are not keen on learning the other discipline. Brian B to get coaches together to agreed a common standard within club.

**CPO.** CRB number noted for Pete Absolom. Katie Lambert and Jamie Cox are on list to do CRB. Brian B still needs some BCU numbers. We also need to log site specific training for new L1 coaches. Liz to send Brian B the details from BCU website on what is needed.

**Youth** Barle trip next April date to be reviewed. Club Clothing to be looked at to see if they want track suits. They are considering a party between Christmas and New Year.

## 12 AOB

Trailer Denis Rees Clark is looking to make an unbraked trailer of similar size to existing rusty one f£300 budget.

1<sup>st</sup> Aid course. Liz to ask Denis RC to run one next year.

AGM expenses £30 donation to Frimley Baptist Church agreed.

Katie T is now a Personal licence holder and can sell alcohol.

## 13 Next Meeting

Friday 5<sup>th</sup> March at Kaz's house, 16, Holland Gardens, Fleet. (please do not park on neighbours Drive)

Actions					
Item No.	Action Item	Action Owner	By when	Status and Progress	Original date added
5	Gift aid to be re-looked at	Katie Truesdale	16/10/09	Liz to give Katie her NI number <b>ONGOING.</b>	2008
0902/4	Update and sign the KC21/BCCC agreement and provide copy to Alan E.	Harvey Wade	13/11/09	Harvey has given 2 signed copies to Alan E . Lee to sign <b>ONGOING.</b>	27/2/09
0909/2	Provide audited 2008-9 accounts by 16/10/09.	Katie Truesdale	16/10/09	<b>Closed</b>	11/09/09
0909/8	Progress Cash-4-Clubs grant application (with assistance of Jason).	Jason Dyer	13/11/09	Brian G and Richard S are to decide type of boat most needed. This will not be a K2 Mustang. Jason to chase Charles <b>ONGOING.</b>	11/09/09
0909/9	Provide details of any formal agreement with RAF Odiham as to ongoing use of its pool.	Lee Matthews	15/10/09	Lee has confirmed agreement exists. Will provide copy to AE for Club records. <b>ONGOING</b>	11/09/09
0909/11	Complete the bungee-cord (rack securing) at Mytchett and provide receipts for all materials.	Lee Matthews	13/11/09	<b>ONGOING.</b>	11/09/09
0910/1	Confirm if James F is willing to	Alan Ebbage	16/10/09	Kaz Dyer is New membership	01/10/09

	continue as membership secretary.			secretary <b>Closed</b>	
0910/3	Remove "sensitive" accounting (asset) information from website.	Alan Ebbage	8/10/09	Committee meeting minutes removed. Summary accounts only to remain. <b>ONGOING</b>	01/10/09
0912/01	FWRG to email racers for their boat requirements for next 4 months	Alan Taylor / Brian Gandy	24/12/09		4/12/09
0912/02	BCU Club of the Year. Complete entry and send off	Liz Murnaghan/ Alan Ebbage	10/12/09		4/12/09
0912/03	Club clothing. Put together an order form for Waterfront	Liz Murnaghan	24/12/09		4/12/09
0912/04	Confirm if Youth want Tracksuits	Jason Dyer	11/12/09		4/12/09
0912/05	Look at possibility of using Yateley School Pool	Brian B/ Katie T	5/3/10		4/12/09
0912/06	Supply Katie with receipt for polo boats	Lee Matthews	24/12/09		4/12/09
0912/07	Identify a Bank Manager fro Paddlepower	Tracy RC	5/3/10		4/12/09
0912/08	Organise 4*CN and WWSR courses	Brian B	5/3/10		4/12/09
0912/09	Organise a 1 <sup>st</sup> Aid course for next year	Liz Murnaghan	5/3/10		4/12/09
0912/10	Arrange Coaches meeting to discuss standards for 2 star	Brian B	5/3/10		4/12/09
0912/11	Develop means of recording Site Specific training	Liz Murnaghan/ Brian B	5/3/09		4/12/09
0912/12	Review date of Barle trip next April	Jason Dyer	1/02/10		4/12/09
0912/13	Make a new trailer	Denis Rees Clark	1/5/10		4/12/09

Next meeting	
<b>Purpose</b>	Regular Committee meeting
<b>Date:</b>	Fri 5 <sup>th</sup> March 2010
<b>Time:</b>	20:00-22:00
<b>Location:</b>	Kaz Dyers House, 16 Holland Gardens , Fleet
<b>Expected attendees:</b>	<ul style="list-style-type: none"> <li>• BCCC Committee members</li> <li>• Youth committee representatives.</li> </ul>
<b>Draft agenda (to be confirmed closer to meeting date)</b>	<ol style="list-style-type: none"> <li>1. Apologies.</li> <li>2. Minutes of the previous meeting.</li> <li>3. Ongoing action points and matters arising</li> <li>4. Accounts</li> <li>5. Funding</li> <li>6. Club Development Programme 2010-2013</li> <li>7. Reports from Sections               <ol style="list-style-type: none"> <li>a. Racing</li> <li>b. Paddlepower</li> <li>c. Slalom</li> <li>d. Canadian</li> <li>e. Pool and Polo</li> <li>f. Training and Trips</li> <li>g. CPO</li> <li>h. Quartermaster</li> <li>i. Youth Group</li> </ol> </li> <li>8. AOB</li> <li>9. Date of next meeting</li> </ol>

## Appendix 1

### **BCCC Flat Water Racing Group**

Aims: To promote, encourage and manage Flat Water Racing for the Club's members.

1. Three members appointed by the Committee of which one to be the leading FW Coach and at least one to be a full member of the BCCC committee.
2. To be responsible for the use of FWR funds, applying to the main committee for these funds from the club and elsewhere and overseeing spend.
3. To be responsible for purchase and sales FWR boats, paddles and accessories.
4. To maintain or arrange for the maintenance of FWR boats.
5. To plan and arrange for the delivery of FWR Coaching and training.
6. To arrange for the administration and organisation of the Club's Hasler and other race events.
7. To administer the use of FWR boats on behalf of the Committee within the Club's Boat Usage Policy.
8. Liaise with QM to ensure the responsible storage of FWR boats.
9. To delegate all or any of the above roles.

December 2009