

Basingstoke Canal Canoe Club Meeting Minutes

Time/Date:	5 th March 2010
Meeting purpose:	Committee meeting
Location:	The Dyer House, Fleet

Attendees	
Committee members	Liz Murnaghan –Secretary Alan Ebbage Chairman Brian Biffin Tracy Rees-Clark Alan Taylor Mark Dyer Katie Truesdale -Treasurer
Youth Committee members:	Jason Dyer, Nick Boreham
Other Participants	
Apologies:	Lee Matthews _QM, Brian Gandy FWRG

1. Agenda	
<ol style="list-style-type: none"> 1. Apologies. 2. Minutes of the previous meeting. 3. Ongoing action points and matters arising 4. Flat Water Racing Group- Hare and Hounds Levy, DW boats 5. Toilet Block at Mytchett 6. BCU Club of the Year ☺ 7. Club Clothing- to go on website? 8. Pool 9. Accounts & Funding including systems to handle money not received directly by the Treasurer (pool, membership, events) 10. Correspondence <ul style="list-style-type: none"> • Mrs R Fox request for grant re Disability awareness training • “Ian” re Club activities • Hants & IOW Foundation request for money 11. Reports from Sections <ul style="list-style-type: none"> • Racing • Paddlepower • Slalom • Canadian • Pool & polo • Training and Trips • CPO • QM • Youth 12 AOB <ul style="list-style-type: none"> • Hants Youth Games 19th June 2010 • Proposal that all members have to assist at a given number of events per year. 13 Date of next meeting 	

1. Apologies.

Lee Matthews and Brian Gandy

2. Minutes of the previous meeting (4th Dec 09).

- Minutes accepted.

3. Ongoing action points and matters arising.

- See Actions section below.

4. Flat water racing Group.

It has been proposed that there is a collection made at the Hare and Hounds to support repairs of Flat Water boats. A suggested donation is £1. There is no cost to run the Hare and Hounds and any donation is to be optional.

The Committee agreed the following principals

-Voluntary Donations to specific accounts will be allowed.

-Events will remain self financing and any profits go to the general fund.

DW Boats. The FWRG have come to an arrangement with the club member who wishes to use a Club K2 for the DW with a member from another Club.

7 crews (3 Senior K2, 3 Junior K2 and a Senior K1) are currently training for this event.

5. Toilet Block at Mytchett

Mike Conolley Associates have been appointed. Drawings are due Mid March. Liz will act as project manager whilst Charles is away and circulate drawings promptly. The suggestions by FWRG to include a kitchen area, training area and meeting room will not be included. However the architects have been asked to consider sizing foundations suitable for a second storey extension at a later date. Security of tenure is the main aim.

6. BCU Club of the Year.

We were Runners Up for the second year in succession. A cheque for £500 has been received. Pictures in Canoe Focus. Alan has the trophy and certificate, and images posted on website.

7 Club Clothing

Order has been placed and items received. Liz to email images to Alan so that he can produce a Club Clothing page on the website for more orders.

8.Pool:

- Brian Biffin and Katie Truesdale are to look at the option of using Yateley School pool
- Alan E to review Odiham agreement with Lee
- Currently doing well, rolling course has been popular

9. Accounts and Funding

- Katie went through accounts
- Katie outlined the Financial controls the Club should have in place. The Chairman, Secretary, Treasurer and Membership Secretary should have CRB disclosures. (Already done). Katie has drafted a Club Cash Handling policy. Persons receiving cash and cheques should sign this policy. (Includes event organisers). To be reviewed at next meeting.

10. Correspondence

Rose Fox has requested a grant to support her attendance on a Disability Awareness training Course run by the Calvert Trust and endorsed by the BCU. Agreed to fund her £27.50 (Half the £55 course fees)

Alan E has received a letter from a disgruntled Club member. No return address was given and so an open reply is to go in Waterfront. The Voluntary nature of our organisation is to be emphasised.

Hants and IOW Community Foundation have written to us to ask for a donation. We received a grant from them last year. It was agreed that it was not appropriate to donate to them from club funds, since it is not within our remit. However, a donation from a specific fundraising activity for them would be allowed. Katie is to organise something.

11 Reports from sections

Racing- A new Tor has been ordered. Alan T has also filled in an expression of Interest form for Canoe England Accredited Club Equipment for an entry level K1 and a paddling machine.

Paddlepower- Jill Veness and Roger Copestake will be Bank Manager for new season. Proposed courses and number of places for new season will be Beginners 12, Recreational Canoe 6, Whitewater Canoe 6, Whitewater Kayak 8, Slalom 8, Lightnings 4, Crew boats 6 (Total 50) Plus Cadet leader and Adult Beginners kayak (6).

Slalom- No report

Canadian Need to spend £50-100 on repairs . Brian B will sort it out.

Pool/Polo Final BCU SW league tournament on 20th March. The team did not attend the Jan one because of snow and insufficient team members from BVCC

Training and Trips- Brian has produced a list of forthcoming trips. He will start training courses in Canoe on 13th March. Liz will run 2 star course in April on Tuesday mornings.

CPO. Outstanding CRBs still being chased. The new ISAs will be part of CRBs from the summer and roll out with renewals for everyone else.

QM No report

Youth Barle trip next April has been cancelled due to exams. Youth to look at organising an event in another area Dartmoor and S Wales suggested.

12 AOB

BCCC will host the Hants Youth Games again on 19th June 2010. This will be in the afternoon and a similar format to last year.

It was proposed by FWRG that all Club members have to assist at a given number of events each year. Agreed that Club Rules be amended to show adults to help out at least twice a year.

Brain Biffin to take up "elements" coaching offer of a canoe day and arrange a Weds evening event , preferably in June or early July.

Budget proposals will be discussed at the next meeting. Each section is to issue their budget to Katie by 21st May for circulation prior to next meeting. No proposals = No cash!!

13 Next Meeting

Friday 4th June at Katies House, Lake Road, Deepcut.

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	4/6/10	Grant scheme only just opened in March. Jason to chase Charles when he gets back from holidays ONGOING.	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. ONGOING	11/09/09
0909/11	Complete the bungee-cord (rack securing) at Mytchett and provide receipts for all materials.	Lee Matthews	13/11/09	ONGOING. Liz to ask if Lee needs assistance. Mark and Alan T have volunteered to help	11/09/09
0910/3	Remove "sensitive" accounting (asset) information from website.	Alan Ebbage	8/10/09	CLOSED	01/10/09

0912/01	FWRG to email racers for their boat requirements for next 4 months	Alan Taylor / Brian Gandy	24/12/09	No conflicts. Closed	4/12/09
0912/02	BCU Club of the Year. Complete entry and send off	Liz Murnaghan/ Alan Ebbage	10/12/09	Runner Up again! CLOSED	4/12/09
0912/03	Club clothing. Put together an order form for Waterfront	Liz Murnaghan	24/12/09	Done. CLOSED	4/12/09
0912/04	Confirm if Youth want Tracksuits	Jason Dyer	11/12/09	No. Closed	4/12/09
0912/05	Look at possibility of using Yateley School Pool	Brain B/ Katie T	5/3/10	Ongoing	4/12/09
0912/06	Supply Katie with receipt for polo boats	Lee Matthews	24/12/09	Katie to chase Marsport	4/12/09
0912/07	Identify a Bank Manager fro Paddlepower	Tracy RC	5/3/10	Jill Veness and Roger Copestake. Closed	4/12/09
0912/08	Organise 4*CN and WWSR courses	Brian B	5/3/10	Ongoing. Several providers being investigated.	4/12/09
0912/09	Organise a 1 st Aid course for summer 2010	Tracey Rees Clark	31/7/10	St Johns will run one for us in Fleet. Min 6 people, max 12. Dates TBC	4/12/09
0912/10	Arrange Coaches meeting to discuss standards for 2 star	Brian B	5/3/10	TBC	4/12/09
0912/11	Develop means of recording Site Specific training	Liz Murnaghan/ Brian B	5/3/09	TBC	4/12/09
0912/12	Review date of Barle trip next April	Jason Dyer	4/6/10	Barle trip Cancelled. Youth to look at running a trip elsewhere in the autumn	4/12/09
0912/13	Make a new trailer	Denis Rees Clark	1/5/10	Ongoing	4/12/09
0503/1	Toilet Block- Circulate Drawings promptly.	Charles Hicks/ Liz Murnaghan	Mid March 10		5/3/10
0503/2	Club Clothing . Liz to Email images to Alan E for website	Liz/ Alan E	31/3/10		5/3/10
0503/3	Develop Club Cash Handling policy	Katie Truesdale	4/6/10		5/3/10
0503/4	Organise specific fundraising event for Hants & IOW community Foundation	Katie truesdale	4/6/10		5/3/10
0503/5	Open letter to disgruntled member for Waterfront/web	Alan E	21/3/10		5/3/10
0503/6	Arrange Open Canoe evening with "elements"	Brian Biffin	31/07/10		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	4/6/10		5/3/10
0503/8	Send section budget proposals to Katie by 21 st May	ALL BUDGET HOLDERS	21/5/10		5/3/10

Next meeting	
Purpose	Regular Committee meeting
Date:	Fri 4 th June 2010
Time:	20:00-22:00
Location:	Katie Truesdales House, Lake Road, Deepcut
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. Funding 6. Club Development Programme 2010-2013 7. 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 8. AOB 9. Date of next meeting