

# Basingstoke Canal Canoe Club – Committee Meeting Minutes

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**Date:** Friday 8<sup>th</sup> December 2017  
**Location:** Zoe's house  
**Attendees:** James Freemantle (Chair)  
Alan Ebbage (Treasurer)  
Matt Tichbon (Secretary)  
Liz Murnaghan  
Rose Fox  
Zoe Griffiths  
Sarah Francis

## 1. Apologies

- 1) Josh Bevan
- 2) Bill Hansell

## 2. Minutes from previous meeting

- 1) Approved by committee

## 3. Minutes from AGM

- 1) Approved by committee
- 2) Link to accounts to be taken down from website **Action Alan**

James did a round table at this point, inviting committee members to comment on why they joined the committee and made a point that he would like everyone to have a role and feel like they're contributing something of value to the club beyond just turning up and attending meetings.

## 4. Correspondence

- 1) Letter from Get Active Hampshire with notes on ways to generate interest for volunteer clubs
- 2) Link to accounts to be taken down from website **Action Alan**
- 3) 'Save the date' card received from British Canoeing re. Go Canoeing week 2018
- 4) Southern Region will be doing a series of tours on the back end of Go Canoeing week near Beale Park
- 5) Petition received to support Kingfisher Canoe Club, based in Oxford, as they've been kicked off their site

## 5. Accounts and boat budgets

### Accounts

[redacted]

## 6. Boathouse & Fees

- 1) Some people still to chase for fees; some invoices still to go out
- 2) Backlog mostly cleared now
- 3) Insurance renewal all complete

## 7. Reports

### a. Racing

1. Charles Hick challenge drew about 80 paddlers and around 30 boats; fewer paddlers than last year but possibly a negative bounce due to doing laps the previous year
2. Dave Howie and FWR team putting together training schedule
3. Debbie taking over race coordinating from Basingstoke
4. Training has begun for the DW

### b. Paddlepower

- 1) All bits have been handed back to Liz
- 2) Nothing arranged for 2018 as yet
- 3) James has asked Jon to give Rose a hand pulling things together so that Rose can focus on coaching
- 4) James floated idea of going back to rotational system for people training in different boats; could prompt more coaches to get involved
- 5) Need to order some more Paddlepower books

### c. Canadians

- 1) Richard Somerset asking if the club are interested in a Sit & Switch C2; club would need to sell 2 canoes to fit it in + £300-400 for paddles
- 2) We have a full stock of canoes so a new boat would be a renewal/replacement
- 3) We could move on the Caption for something more modern; could be better off with a more traditional GP boat e.g. Legend
- 4) Rose & Liz to sort out a replacement **Action Liz/Rose**

### d. Pool and Polo

- 1) BVCC invited us to polo sessions but at too short notice; if we have kids interested in polo then we can send them over as BVCC as looking at growing their youth polo team

### e. Training and Trips

- 1) Dart Trip
- 2) Teign trip
- 3) Good paddle for Brian Biffin's 70<sup>th</sup> birthday with 12 paddlers in attendance

## f. Quartermaster / boat storage

- 1) Couple of more checks need on private boat locations
- 2) Paul Stern not paid boat fee; Sarah has asked Richard Somerset to move it to the rafters
- 3) A few requests still pending for spaces
- 4) Trying to move K1s away from “klumpier” boats; need an overall rethink of storage layout

## h. Youth Group

- 1) Chair of Youth Committee is Thomas Welsh; committee made up of Hannah, Callum, Nathan and Ellie
- 2) Plan is to have a meeting, eat pizza and plan a social after Thomas’ A Levels
- 3) Include Thomas on circulation of minutes and give him details of their remit

## 8. Facilities Development

- 1) Portacabin
  - a. 3 quotes ranging from £8.5K - £12.5K, with option for a new cabin
  - b. Hook up bid came in as £12.5K; £3K for materials, £3K for labour and balance to 3<sup>rd</sup> party for groundwork
  - c. Can look at reducing materials cost by £1K on greasecatcher; labour not gone down accordingly
  - d. Groundworks include trench for cable from cafe to portakabin, for water from boathouse, and drainage to cafe; original plan was for canal centre to do this and they are taking this up with contractor to see if this can be carried out
- 2) Awning
  - a. Jon looking at options for fixed vs retractable; depends on the strength on the wall
  - b. Should be sorted by the summer

## 9. Club Development Plan

- 1) No actions as yet; James to catch up with Liz
- 2) Reviewed annually as a prerequisite of Club Mark
- 3) Sport England have changed criteria for CM but have not settled on criteria
- 4) Suspect CM will hold for another year as criteria still not agreed
- 5) Still useful for BCCC to have a CDP and check requirements for best practice so that club does not fall back
- 6) Committee to review CDP ahead of next meeting to see what might be needed for good governance; Matt to send out copy **Action Matt**

## 10. Website

- 1) Clothing page to be updated; only offering racing vests
- 2) Need to speak to Kevin about SSL certificate and whether we can apply certificate from Dave Bevan **Action Matt**
- 3) Need photos in place before site can go live!
- 4) James keen for everything to go online e.g. payments for membership, payments for activities
  - a. Speak to Bill about what MemberMojo can offer on this front **Action James**

## 11. AOB

### a. Boats

- 1) Mirage - no one has come forward re. the broken Mirage; James has asked Richard to speak to Howard about possibilities of repairing it
- 2) Second boat broken sitting in Bill's garden; to be fixed with a new cockpit rim
- 3) Floated idea for an official booking form for all boats, but this still relies on people filling it out
- 4) Discussed options for education on boat care
  - a. Need to reinforce protocol for not sitting in racing boats on the bank - this needs to come down from the coaches
  - b. Cleaning and drying boats before they go back in the barn
- 5) Only a minority of people who don't report damage

### b. Coaches

- 1) Coach update
  - a. Needs to be done every 3 years; should include 1 aspect of coaching and 1 aspect of safety
  - b. Can be run by L3 coaches
  - c. James & Liz to sit down to discuss actions for getting coaches in for in-house update  
**Action James & Liz**
- 2) Also need to look at how do we get and keep new coaches; the club is investing in boats and facilities but not so much in people

### c. Misc.

- 1) Rose is bringing 20-25 kids down to the club over a day in May from affiliated schools
- 2) Liz formally co-opted on to the committee
- 3) James would like to focus on wider communications:
  - a. Canal fêtes
  - b. Adverts
  - c. Get Active Hampshire
  - d. Surrey Heath magazine to schools
  - e. Hasler advertising in local paper
  - f. Target DofE (they all want to start Sept/Oct though when we only offer racing)
  - g. Zoe to put together possible outline for marcoms **Action Zoe**

- 4) 28 people coming to the Christmas meal
- 5) Race vests and spraydecks have arrived in stock
- 6) Wed 17<sup>th</sup> Jan, British Canoeing Southern Region networking evening
  - a. See how other clubs operate
  - b. To be held at Marsport
  - c. Full details on club's Facebook page
- 7) Claim on insurance for the Mirage?
  - a. Wait to see what Howard comes back with in terms of repairing it

## **12. Date of next meeting**

- 1) Friday 9<sup>th</sup> Feb 2018
- 2) At James' house (63 Bramley Drive, Hartley Wintney, RG27 8ZE)
- 3) 7:45 PM start time