

**CLWB HWYLIO LLYN
BRENIG SAILING CLUB**

**Draft
Minutes**

Meeting Title **Meeting No. 5 2019 Season**

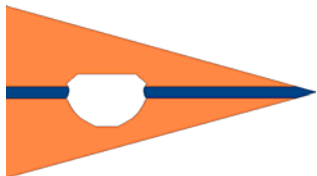
Meeting Location Clwb Hwyllo Llyn Brenig Sailing Club Ref Number 5/2019

Date of Meeting 03/11/19 Start Time 16:00 End Time 18:20

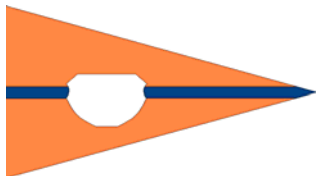
Attendees Andrew Roberts (AR) chair, Steve Kitchen (SK), Peter Davies (PD), Paul Oliver (PO), Tim Dolder (TD), Richard Jones (RJ), Julie Lloyd (JL), Kevin Ringer (KR), Brian Johnson (BJ)

Minutes prepared by Brian Johnson (Secretary)

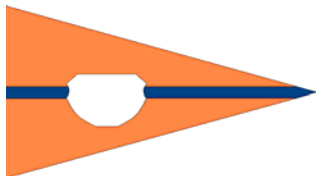
Minutes Ref	Minutes/Actions	Action by
1.0	Apologies: Apologies were received from Andy Davey, Peter Jacobs, Ben Morris, Jack Dolder and Matt Seddon	
2.0	Minutes of last meeting	
2.1	The minutes of the meeting held on 29/09/19 were approved.	
3.0	Matters Arising from the Previous Minutes	
3.3	The phone/ internet package - The current package from BT costs £45 per month plus VAT. We are not eligible for a residential package. Other reliable providers may not be available. SK is to continue his discussions with BT to see if a better deal can be obtained.	SK
3.6	RYA Inspection – The current situation is unknown as Phil Watson (PW) was not at the meeting. (post meeting note – PW confirmed the inspection has now been carried out).	
4.1	Discussion of possible club incorporation and the extent of insurance cover – this is ongoing (see later minutes of agenda items).	
4.2	Club trustee appointments – BJ had been promised an appointee document, but this was still awaited. Lease Renewal – BJ had chased this up by email with Llywelyn Jones of Welsh Water, but had not yet received a response. BJ is to phone him.	BJ BJ
5.1	Electricity bill – we were being charged based on estimated meter readings. However, this is not currently the case as SK had submitted an accurate meter reading.	
5.2 to 5.5	Abandoned boats and unpaid fees – The Otter has been sold. The Leisure 17 is up for sale. The Topper Sport has been locked up and a notice has been provided to the owner (beneath the boat	



5.6	cover). Ian Bleasedudley has now paid. Boat Stickers for 2020– SK is to pursue this and try and obtain a supply of stickers to cover several years	SK
7.2	Humber Rib repairs – we are awaiting feedback from the repairers.	
7.3	Mooring arrangements – PD said the arrangements for the use of slings instead of shackles are still being finalised.	PD
7.4	Fuel containers – as the use of plastic fuel containers is banned for volumes over 5 litres we will have to switch to metal containers. PD agreed to look into options for metal containers.	PD
7.5	New training boats – a grant application had been submitted, but we had been told that this was unlikely to be successful.	
8.1	Principle Training Officer – A handover of paperwork is still required. AR has emailed PW about this. (See agenda item 10.1)	
10.1	Grant applications – See 4.2 in agenda items.	
10.3	Electric outboards – this had been investigated, but costs are currently very high.	
12.1	Use of Radios – it was agreed that we will continue the current basis for the use of club radios (a license from Ofcom was thought to be unnecessary).	
13.1	Training days for inexperienced sailors – it was agreed that two days would go into the 2020 programme, 17 May and 26 July.	PO
13.2	WhatsApp group – this has been set up by TD and is now in operation for those who have signed up. (Post meeting note – it would be a good idea to notify all members about this and also to speak about it at the AGM).	TD?
	<u>Agenda Items</u>	
4.0	<u>Policy & Development</u>	
4.1	Possible club incorporation - some of the principle issues were again discussed (as per the previous minutes). However, it was agreed that as we did not yet have any proposals to put to the AGM, the matter would be deferred until a future committee meeting. Club insurances - BJ is to obtain clarification regarding the add-on policy for insurance of officers and how this overlaps with the main policy.	All BJ
4.2	Grant applications update - PJ had advised that Cadwyn Clwyd had told him that grant applications are currently oversubscribed by a large margin. Lowri Davies had suggested we should proceed with the proposed feasibility study for club development, as this would link into future grant applications. BJ is to check and confirm what grant monies have been promised and what is the shortfall to achieve the £8000 figure for the proposed feasibility study.	BJ



5.0	<u>Finance</u>	
5.1	No new issues were discussed, apart from the proposed fees for the 2020 season (see item 7.2).	
6.0	<u>Programme & Events</u>	
6.1	Sailing Programme – PO presented a draft of the 2020 sailing programme for comment. The training days for inexperienced sailors are to be added. The scouts wish to have four weekend sessions rather than three. A possible date for Only Girls Afloat on 9 May was discussed. It was agreed this might be better held in the summer away from the May Open Day. Possible options for changing the May Open Day were discussed. Ideally the event should be more targeted e.g. “Families Afloat” or something similar.	
7.0	<u>AGM (24 November)</u>	
7.1	It was agreed to adopt the same format as last year i.e. to have the AGM at 12:00 noon after the closing down working party. Members would be asked to bring food to share.	
7.2	SK presented a revised version of the proposed fee structure. This now showed the basic fee costs with an add-on for late payers after 28 Feb. The proposed fee structure is to be presented for approval at the AGM. It was agreed that the add-on for late payers was an incentive for people to pay on time.	SK
7.3	Officer vacancies – the following posts need to be filled: Commodore Vice Commodore Sailing Captain Bosun There are also vacancies for ordinary committee members. BJ is to send out a notification of the vacancies to club members with the notice of the AGM.	BJ
8.0	<u>Club Boats and Equipment</u>	
8.1	No further issues	
9.0	<u>Membership & Duty Rota</u>	
9.1	The scouts have agreed to cover rescue and galley duties on the days when they are holding their training sessions.	
9.2	On the training days there would be no racing, so no formal OOD would be required. However, BJ said he thought that there would still need to be somebody in charge of overall safety on the day.	
10.0	<u>Training</u>	
10.1	PW needs to liaise with Jill Dolder regarding the Principle Training Officer role and job description. (Post meeting note – PW confirmed that the handover has now been completed).	



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11.0	<u>Buildings M&D</u>	
11.1	Annual PAT testing has been carried on electrical equipment in the clubhouse.	
12.0	<u>Grounds M&D</u>	
12.1	The septic tank has been emptied.	
13.0	<u>Information Technology</u>	
13.1	In order to upgrade the website the club has purchased Word Press. AR is to liaise with Fasthosts about how to make changes to the domain.	AR
14.0	<u>Communication</u>	
	No issues	
15.0	<u>AOB</u>	
15.1	KR put forward some suggestions aimed at trying to get members more engaged in the activities of the club. It would help if we include the words “your club” when sending out notifications and messages. The website is in need of being updated and it would be beneficial if this could be done in advance of the Jan/ Feb renewal date for club fees. When next year’s renewals go out it would be good for us to remind people of the benefits available to club members and what we get for our money e.g. training days, use of training boats etc. It would be beneficial if the weekly emails from the membership secretary could include news items about upcoming events (in order to engage people more). Event organisers would need to supply a notice for their event direct to the membership secretary.	Secs AR? Memb Sec
15.2	A sail training instructor called Phil Reeves had contacted the club about the possibility of carrying out sail training at the club. AR has already responded with a preliminary email. TD agreed to contact Phil Reeves regarding his motives and report back.	Memb Sec TD
15.3	Stand up paddle boards – these are becoming increasingly more popular. However, under the terms of our lease they are not currently permitted. This is something we should consider at future committee meetings to decide whether we should pursue this with Welsh Water.	All
16.0	<u>Date of Next Meeting</u>	
	AGM 24 November at 12:00 noon Next committee meeting still to be arranged	