



DRAFT

CHANONRY SAILING CLUB COMMITTEE MEETING MINUTES

Tuesday 12th February 2008

Present: Richard Jenner (Chair), Jon Shepherd, George Hogg, Richard Robinson, Ken Ferguson, Pam Moncur, Diarmid Hogan and Helen Jenner.

Agenda Item

Action

1. Welcome & Apologies

Apologies were received from Shane Rankin and Roxby Robson.

2. Minutes of meeting of 20th November 2008

The minutes were proposed for agreement by PM, seconded by RR and approved by those present.

3. Action Points & Matters arising

- All action points were discharged with the exception of the following which were carried forward:
 - **AP3 (20/11/7)** RJ and GH to circulate proposed list of meeting dates for the year ahead. **RJ/GH**
 - **AP4 (20/11/7)** RJ to produce a second draft of his project progress sheet. **RJ**
 - **AP9 (20/11/7)** HJ to circulate proposed fee arrangements for members joining late in the year. **HJ**
 - **AP15 (20/11/7)** RR/JS/RE to consider and recommend a telephone/internet package. **RR/JS/RE**
- It was noted that the Ness Cup will now be on the 21st June and not the earlier date as previously proposed and noted in the minute of 20 November.
- The proposed re-design of the Handbook, whilst still intended, won't now happen for the coming edition due to pressure of time.
- Electrical work in the club house has been carried out and we will be receiving a certificate as required by our insurers.
- George reported that he and David Pocock had had a constructive meeting with Tony Usher of Highland Council. Tony had been pleased to note the works which had been undertaken in the harbour and confirmed his agreement that the monitoring work recommended in the engineers report be undertaken by the Club.
- George reported that he had now confirmed with both the planning authority and the Marine lab that neither planning permission or a FEPA licence were required to undertake the works to the East slip. This is on the basis of a "like for like" repair of the existing slip. George will contact

Shane to confirm this and enable the work to be instructed (**AP1**).

GH

4. Accident Book

It was noted that there were no new entries in the Accident book.

5. Sale of Lettoch Land

Given the commercial sensitivity of this discussion it is minuted in a separate confidential annex to this minute.

6. Health and Safety Policy

Richard J introduced the draft H&S policy he had previously circulated. There was then discussion of the need for such a policy. Concern was expressed at the level of responsibility being asked of volunteers. There was also a broad consensus that the status quo was not acceptable, and that unless individuals took on particular roles it was unlikely that they would undertake. It was agreed that the key issues of principle revolved around what level of responsibility/liability an individual member was being asked to take on as opposed to the collective responsibility/liability of all members for matters of H&S. All members to pass Richard J comments on his draft policy by Tuesday 19th February (**AP2**) beyond which he will endeavour to produce a second draft which takes account of both the discussion and any comments received (**AP3**).

ALL

RJ

7. Friday Evening Sailing

Helen introduced a paper which she had earlier circulated round the Committee. In essence she reported that Friday evening sailings had become unmanageable given the pressure of numbers. The problems relate to supervising those members and visitors using club boats rather than those sailing their own boats. It was likely to be difficult if not impossible to secure sufficient support in supervising these evenings if they continue as previously.

The Committee agreed that the status quo was not tenable. It was agreed that there would still be a minimum of 2 "Have a go" evenings early in the season. In terms of Friday evenings it was agreed that in addition to members sailing their own boats that members could sail club boats provided: that single handed dinghies were only sailed by one person; that the normal charge for using a dinghy was paid; and, that the sailors could demonstrate their level of competency. Helen to work up details and circulate for comments (**AP4**).

HJ

8. Use of Harbour

Richard J introduced this item based on proposals previously circulated. The Harbour master and a number of others had got together to consider letting of moorings in the harbour for the full season. Following discussion it was agreed in principle that up to 4 moorings could be let for the full season for a rental of £150/mooring. David Pocock was actioned with coming back with a proposed model agreement to use and to set out how he would achieve 4 moorings without blocking access to the steps into the harbour (**AP5**). The Committee also authorised David to spend around £100 on works to the harbour to assist with letting the moorings (**AP6**).

DP
DP

9. Draft Training Programme 2008

Ken introduced the draft Programme which he had previously circulated. In particular this year a Summer School was included in the Programme. Power and Safety boat courses had not been included in the programme

but would be made available on demand. The draft Programme was approved for inclusion within the Handbook. It was further agreed that the course charges should be as follows: Start Racing days - £45; Summer School - £150; Improver days - £5/day; and, Adult Level 2 - £150. It was agreed that consideration in future years should be given to introducing concessionary rates for courses.

10. Definition of Student Membership

It was agreed that Student members should be defined as those who are not Junior members but are in full time education irrespective of age.

11. Grenville's Race

An event to celebrate Grenville Robinson had been discussed with Helen Robinson. It was proposed to run a pursuit race from Fortrose round Chanonry point to Grenville and Helen's house and back. A barbeque would be provided. The event is to be held on Sunday 27th July and Helen J and Helen Robinson will work up details (**AP7**).

HJ/HR

12. Insurance Surveyor's Inspection

Richard J introduced this item. As a consequence of the recent significant uplift in insurance cover our insurers had commissioned an inspection of the club and its property and activities. A report should be received shortly which is likely to set out a number of required actions and a timescale within which they must be achieved. Although the insurance cover had been increased in line with informal advice received given the significant increase in premiums resulting from this the Committee agreed to commission an insurance valuation. Richard J to seek recommendation of a surveyor from Joe Duncan and proceed with instructing a valuation provided it costs no more than £200 (**AP8**).

RJ

13. Trot Moorings

The Committee discussed an update paper following a recent meeting of the Trots group. In essence a contractor has now been identified who is able to supply, deliver and install the moorings. Although confident that the required number of moorings will be sold there is a short fall of some 6 moorings or approximately £3,000. The Committee agreed to increase its contribution to the project by £3,000 to meet this shortfall in expectation that the spare moorings will be sold. Failure to do this would have delayed the implementation of the project with consequent difficulties for cruiser members looking to moor boats this Summer. Richard J to confirm this bridging funding to Tim McKeggie and others involved in the Trots project (**AP9**).

RJ

14. Finance Update

Richard R updated the meeting on the current financial position. The club currently has reserves of almost £20k. These have now been largely committed against the Trots project and the slip repairs. It will be important to recover some of the Trots money quickly by selling vacant moorings. Jon also agreed to put out an e-mail to encourage members to pay their subscriptions early (**AP10**). It was noted that the Club had now received Community Amateur Sports Club status.

JS

15. Membership Applications

The Committee approved two applications received for junior membership from Aiden and Joe Hersee.

16. AOCB

- An approach from the Inner Moray Firth Keel Boats Initiative to participate in a promotional event to be held within Falcon Square during July was discussed. Concern was expressed that this event should primarily be about Keel boats and wasn't seen as an effective way to generate new dinghy sailing membership. There were concerns too about an initiative such as this being taken forward without the involvement of Gaeltachd sailing – leading to the uncoordinated involvement of sponsors and promotion of sailing. It was agreed that Jon respond on behalf of the Club proposing that the initiative be raised at the next meeting of Gaeltachd Sailing (**AP11**). JS
- Richard R raised the issue of approaching our sponsors again for support during the coming season. It was agreed that charges for advertising in the handbook should be £45 and £90 respectively for a half and full page advert. RJ agreed to approach Caley Marina for sponsorship again (**AP12**). RJ
- It was agreed that Ken should proceed to get the outboard motors serviced (**AP13**). KF
- It was agreed that Helen should dispose of the two redundant barbeques and the two broken vhf radios (**AP14**). HJ
- It was agreed that racing should take place on Sunday 22 June as normal in spite of the Ness cup being run on the previous day (**AP15**). HJ
- Pam advised that the next social event would be Ceroc dancing to be held at the club house on 24 February.

17 Date of Next Meeting

Tuesday 18th March at 7.30pm.