



CHANONRY SAILING CLUB COMMITTEE MEETING MINUTES

Tuesday 17th March 2009

Present: Miles Mack, Richard Jenner, George Hogg, Richard Robinson, Diarmid Hogan, Helen Jenner, Pam Moncur, David Pocock and Jon Shepherd.

Agenda Item

Action

1. Welcome & Apologies

Apologies were received from Caireen Gourlay.

2. Minutes of meeting of 13 January 2009

The minutes were agreed.

3. Action Points & Matters arising

- All action points were discharged or addressed on the agenda with the exception of the following which were carried forward:
 - **AP 15 (19/8/8).** To consider the merits of changing the status of the club from a Voluntary Association to a Company Limited by Guarantee. **RR/GH**
 - **AP3 (18/11/8).** Constitution to be revised at next AGM to accommodate later AGM in future years. **GH**
 - **AP2 (13/1/9)** re the recovery of some £1,500 owed by members for last year. Richard R advised that around half of the outstanding £1,500 owed by members from last year has now been paid. In terms of the outstanding sum it was agreed that a firm line should be taken and a strategy for doing this was agreed. **RR**
 - **AP4 (13/1/9)** Diarmid to arrange for replace the current safety boat fire extinguishers with ones supplied by the same company as the club house extinguishers so they can be inspected/maintained as part of the same contract. **DH**
 - **AP12 (13/1/9).** Jon to arrange for membership cards to be prepared to be issued with the handbook. **JS**
 - **AP 14 (13/1/9).** George to arrange for bit to be added to the web site in relation to use of the Yahoo Group. **GH**
- AP9 - Richard J reported that Club member Richard Evans had been successful in being awarded the RYAS Scottish Coach of the Year award. This is a great honour for both Richard and the Club. It was agreed to ensure recognition of this award in the local press both to recognise the achievement and promote the Club (**AP1**). **RJ**
- AP12 – it was agreed that it would not now be possible to get boat

stickers produced and therefore dinghy owners would be required to arrange their own labels to be attached to launching trollies.

4. Accident Book/H&S Issues

There are no new entries in the Accident Book.

Richard J introduced the item on the review of the H&S Plan. He advised that the Plan was generally still fit for purpose but that a few revisions were required. Two copies will be formally signed off by Miles as Commodore (AP2). The following revisions were discussed:

RJ

- It was noted that Ken Ferguson is now the Safety Boat Convenor.
- Richard will produce inspection sheets for the Club premises and issue these to the relevant Committee members who should then undertake the inspections (AP3).
- Richard described an incident at the Welsh National Training Centre involving RIBs which had resulted in revised RYA guidance on the rules for use of RIBs for activities other than safety boat duties. It was agreed that in future the Club's RIBs should only be used for official club business or as explicitly authorised by a Committee member. A paragraph is to be added to the handbook and included in the newsletter to this effect (AP4).
- On the back of the Welsh incident and an incident at Chanonry last year the need to monitor and be able to access Channel 16 on club radios was discussed. The present club base station has been disabled so it can't access Channel 16. It was agreed that safety officers at club events should be asked to monitor Channel 16 as well as M1. Advice to this effect will be included in the handbook (AP5).. In addition it was agreed that a new base station should be purchased which would allow us to access Channel 16. A sum of up to £125 was allocated for this purpose (AP6).

RJ

RJ

RJ

RJ

5. Handbook

Helen confirmed that production of the handbook is well in hand and that it should be issued about the start of the Easter holidays in time for the start of the sailing season. It was agreed to combine the prize giving and AGM on 4 December. The rate for visitor membership fee had not been discussed when agreeing other fees for the coming year. It was agreed to keep this at £10. It was agreed to keep to 2 club open events during the year and that these should be better promoted than in the previous year. Finally Helen registered her appreciation of the efforts of Sarah Dunton in securing advertising for the handbook. It was expected that at worst the advertising would pay for the production of the handbook and might indeed generate a modest income.

6. Ness Cup/RNLI Day

Helen reported that she has contacted the RNLI about this and is awaiting confirmation of availability.

The communications difficulties with Safety boats experienced during the Ness cup last year were discussed. It was agreed to address this H&S issue and to make the event a better spectator sport that a smaller course should be run with 2 laps and entrants passing close to the harbour. The length of the course would be similar to previous years (AP7).

HJ

7. Renting of Clubhouse

Richard R reported back on the work he and others had done into considering the market for letting the clubhouse for events not associated with the Club. Following discussion it was agreed that having made improvements to the accommodation over the Winter we should look to generate some income. It was agreed that the rates charged should be £100 for the day and £50 for an evening. This should cover all the costs involved and generate sufficient income to make each let worthwhile. Richard and Pam will now take this forward (**AP8**).

RR/PM

8. Finance Report

Richard R updated the Club on the current financial position. Once the direct debits for membership renewal have gone through we will have approximately £20,500 in funds. This is a healthy position and generally a much higher proportion of membership fees are in than has been the position in previous years – the new policy is working.

The committee agreed to apply for telephone banking in accordance with the model wording provided by the Bank of Scotland and circulated by Richard R ahead of the meeting.

9. Update on Harbour Works

David P spoke to an e-mail which he had circulated on 9 March. We are still hopeful that the harbour will be levelled in the near future although the contractor is still having problems with his boat. David reported that there are still problems with stuff, particularly blocks, being thrown into the harbour. David is keen to tidy up around the harbour as much as possible both for its appearance but to also minimise the amount of things lying around which can be thrown in! It was agreed that he could spend in the order of £50 to get rid of scrap.

The dinghy park was discussed. All dinghies using the Park this year should be labelled. This will make it easier to identify abandoned dinghies. Richard J will speak to the Sea Scouts about the number of dinghies they may be looking to store in the Park (**AP9**).

RJ

The Committee discussed the issue of Wisp. Some work is required to her before she can be put back into the water. Unless she is used more than in previous years then it is doubtful whether the Club should retain her, particularly as those who have principally looked after her are indicating that they won't be able to continue to do so. The Committee agreed to call in the coming newsletter for volunteers to help maintain her. It was agreed that if insufficient people come forward then we should reconsider her future with a view to selling her. David D agreed to act as a contact point for anyone coming forward (**AP10**).

DD

Finally under this item David P reported that he had had some requests for renting moorings on an annual basis. Whilst the benefits of generating some income from moorings which would otherwise sit empty for the year was recognised it was equally recognised that this could be considered a breach of good faith by those who had rented moorings for the full 9 year period but might have wanted to rent year to year if that option had been available. Following discussion it was agreed that if there are vacant moorings we should make them available for an annual mooring but at a charge considerably more than the annual equivalent of the full 9 year lease. The Committee considered that this should be £300 for the year

inclusive of maintenance/Crown estate mooring fees (**AP11**).

DP

10. AOCB

George referred to a request from former member Meg Forrest in relation to a kayaking event she wishes to organise as part of a fund raiser for pupils at Fortrose Academy. Following discussion it was agreed that the Committee would allow use of the Clubhouse, under Meg's supervision given her earlier involvement in the Club. Given the nature of the event the normal charge would be waived and a nominal charge to cover costs only made. Meg to be advised to contact Pam to arrange this. Regarding the outside aspects of the event it was agreed that this was for the events organisers to arrange and that the Club should not be involved. George agreed to relay this back to Meg and to suggest to her that the event be held on Saturday 20 June to avoid any clash with club events (**AP12**).

GH

Helen advised that in discussion with David Gibb a sum of £180 should be spent to bring the Club's race marks up to scratch. This was agreed (**AP13**).

HJ

Jon reported that a membership application had been received from an Allan Munro. The Committee agreed that Allan's application should be approved (**AP14**).

JS

Helen raised that the RNLI in Invergordon had asked if one of their crew could do the Powerboat Level 2 course through the Club. This was agreed at a flat fee of £80 (**AP15**).

HJ

Richard J reported of revised advice from the RYA that prop guards should not be fitted to RIBs. It was agreed to delegate responsibility for this decision to Richard and Ken (**AP16**).

RJ

Pam reported that she had cleared the noticeboard in the main room in the clubhouse. Most had been thrown away but she'd kept things which she felt may be of some value.

Diarmid confirmed that the lock on the side door would be being changed soon. Once this is done those members with keys for the side door would be able to exchange them at no charge for front door keys. A note will be kept of all members holding a key for the clubhouse (**AP17**).

DH/DP

15. Date of Next Meeting

The date of the next committee meeting will be 18 August 2009.