

Chanonry Sailing Club

Draft Minutes of 2019 Annual General Meeting

Held in the Clubhouse at 7pm on Friday 6 December 2019.

1. Present and apologies for absence.

Present were: Dave Allan, Janet Amos, Marisa Astill-Brown, Jon Bailey, Steve Bramwell, Gavin Campsie, James Dargie, Liz Duncan, Alex Elder, Jack Evans, Richard Evans, David Finlayson, Gregor Fisher, Roddy Henry, Diarmid Hogan, George Hogg, Sandra Hogg, Peter Illingworth, Richard Jenner, Helen Jenner, Joan Maxwell, Anne McDonald, Calum Pearson, Edith Robertson, Peter Smith, Ali Taylor, David Vincent, Mike Wilson, Janet Witheridge, Robin Witheridge, Helen Young.

Apologies for absence had been received from: Helen and Richard Cherry, Pam and David MacIntyre, Alan Hardie, David Pocock, Donnie McLeod, David Bell, Ian Cameron, David Gibb, Tim Lloyd, Glenn Tucker, Ben Yeats, Val Evans.

2. Minutes of 2018 AGM.

Acceptance as correct was proposed by Richard Evans, seconded by Robin Witheridge and passed unanimously.

3. Minutes of SCIO EGM

Acceptance as correct was proposed by George Hogg, seconded by David Vincent and passed unanimously.

4. Commodore's Report

This report attempts to communicate to members a synopsis of the reports submitted by the Sailing Secretary, Coastal Rowing Secretary, and the Training Principal and additionally actions of the Committee since the previous AGM. Members are referred to those individual reports and the published Committee Minutes for more detail. The Treasurer's report and an update on the SCIO transition process form separate agenda items.

Sailing (dinghies and cruisers) is a core activities at CSC, consisting of both racing and recreational sailing. Club race results have been published on the website. Open and annual race events including the Ness Cup, Dinghy Regatta and Cruiser Regatta were successfully executed; the Black Isle Challenge Cup was wisely cancelled due to dangerous weather conditions. The dinghy regatta had good attendance drawing Musto skiffs from across Scotland and northern England. Beyond the club hosted events members have competed in dinghy events across Scotland and as far away as Germany and the Netherlands. Beyond the CSC hosted cruiser events the MYA cruiser series has had limited CSC participation, reflecting the diminished number of cruisers.

Recreational sailing has seen good turnouts for regular planned Friday evening sessions and a number of dinghy day-cruises. This success is the fruition of a dedicated communication effort by the organisers. Two cruisers made it as far as Orkney and another boat to Helmsdale. It is clear that recreational sailing is an important part of the Club and we would be wise to make sure it remains so.

Supporting the various regattas, series, one-day events and recreational sailing was a significant volunteer effort from Race Officers, Safety Officers, water taxis, those who maintain the club ribs and caterers. It is clear that to sustain this we need a broad base of volunteers, and I personally reflect that this has to be achieved from a healthy club membership.

Looking to 2020 there is a detailed list of decisions in the sailing report, but I highlight: that there is a desire to programme more recreational sailing, a recognition that to enable more junior involvement we will need to better involve parents. A recognition that we need more instructors and coaches at all levels. That one-day-events be pursuit race format. That current series and number of races per day be retained but with an additional non-handicap result calculated for Streakers, Solo, Laser Radial and Europe classes.

Coastal rowing has become an embedded and valued activity within the club producing a useful number of new members generated through come and try it sessions; it should be remarked that a number of rowing members are actively contributing to safety boat, catering, and club maintenance. The rowing activity has been supported through a club designed and run coxing skills course in parallel with other local clubs. In addition to regular club based rowing sessions the rowers took part in the challenging Castle to Crane race on the Clyde and Strathpeffer inaugural regatta. We should note and applaud the pioneering work being done in the Club by the rowing section to bring about Disability Inclusion Training which will have wider relevance than just the rowing activity.

Training is a key area in the club to maintain and develop the skillsets both of participants in sailing and rowing but also the skillsets of those providing coaching and safety cover for those activities. The club currently has 6 Assistant Dinghy Instructors, and 2 Senior Instructors, the intention is to have 2 SIs, 1 DI and 5 ADIs by end of 2020. We operate with 2 Race coaches and 2 Powerboat Instructors. There is an expressed need for additional Race Coaches and Powerboat Instructors.

Shore-based training was provided for rowing and an RYA First Aid course hosted to keep instructors current. Water-based training resulted in the issue of 15 dinghy certificates and 8 powerboat certificates.

Adult dinghy training was done informally alongside recreational sailing giving 5 adults an introduction to sailing (2 of these have joined the club). There are plans to run an adult dinghy course in 2020.

Junior dinghy training has included a Stage 1 course, from which four participants are still with the club. Junior week had a fantastic tally of 17 students making good progress to level 4 or beyond; worth noting that 10 club members were required to support junior week. Dolphin sessions have again proved popular, and have had an enhanced social element.

Powerboat training: two Level 2 powerboat courses run.

Race coaching: 14 mixed adult/ junior/ youth sessions delivered to 15 participants, average attendance 5. Emphasis on how to make your boat go better and increased knowledge of

racing rules/ tactics. Noted improvement in racing achievements of participants. 2 sessions cancelled due to lack of coaches.

RYA annual inspection: no issues!

Programme for 2020: More rowing Cox training and Race Officer training pre-season; and subject to demand racing rules. On the water aim for dinghy Stage 1, Adult dinghy level 2 and Junior week, Dolphins will continue. Safety Boat course, and at least 1 Powerboat Level 2 course.

Moorings:

The Cruiser section in the club remains numerically challenged, and we need to find ways of increasing the number of mooring lease holders and attracting folk to the visitor moorings. Were numbers to fall much below current levels the hire in of divers for maintenance and inspection tasks could become unsustainable.

Committee actions:

The Committee have approved a number of actions to facilitate the running and development of the Club and I thought it worthwhile highlighting these to the membership:

- Approved what was a successful application to Ross & Cromarty Sports Council for grant funding for Club volunteers attending RYA First Aid Course. The Committee has approved an application to The Highland Green Health Partnership for a Grant to cover the cost of Disability Awareness Training and an Adaptive Rowing Seat.
- Provided grants to members toward the costs of First Aid Training, an RYA Senior Instructor Course and an RYA Dinghy Instructor preparation and pre-assessment course.
- Approved a donation to 1st Avoch Sea Scouts in respect of electricity used and the invaluable use of their indoor facilities, where both Ribs were extensively overhauled by Club members last winter.
- Decided that all Club clothing will have the Club lighthouse logo including the wording "Chanonry Sailing Club" together, where appropriate, with a "strapline" for the particular activity.
- Revised the policy for charging visiting boats: A charge of £15 a day/ night for short stays on a designated visitor mooring. A charge of £70 a week for up to 4 weeks on a designated short-term mooring. And agreed the Club should maintain one extra outer mooring with a white mooring buoy and general-purpose strop.
- Progressed a SCIO application to a successful outcome and are overseeing transition.
- Oversaw a task and finish group to plan and action the Club Open Day/ Lifeboat day, which incorporated RYA 'Push the Boat out' branding; between sailing, rowing and rib rides 58 person trips were made on the water. Once again significant volunteer support

was required to make the day a success, as will have been the case for the RNLI Ladies and the Sea Scouts who supported the event. A small number of new sailor and rowing memberships came about through this day.

- Encouraged a number of work parties to keep the Club environs safe and tidy
- Decided that stickers will be issued annually to all members storing boats in the dinghy park; the Club will act to have boats lacking a sticker removed.
- Authorised the improvement of signage around the club reflecting: (a) the revised policy for visiting boats; (b) whereabouts of the nearest AEDs (Defib) devices; and (c) the need to address the issue of dog mess around the Club environs.
- Approved the purchase of a cover for RIB Beauty.
- Authorised replacement of a broken shower in the ladies changing room.
- Authorised the purchase of a new freezer unit for the galley to replace a unit which had ceased to work.
- Authorised the purchase of a new lawn mower to support the maintenance of the club environs.

In 2020 the Club will undertake a Development Planning exercise which will put the membership at the centre of consultation, seeking to find out how members perceive the club, finding out how members would like to improve the Club and looking at the challenges facing the Club.

The Commodore then invited questions. Steve Bramwell congratulated the Committee on the success of the SCIO application process – the meeting agreed.

5.Treasurer's Report

I am pleased to report another successful year in financial terms for the club.

Although overall income has reduced by £2778, expenditure has also decreased by £3412 giving an increased surplus of £3777 compared to £3143 for the previous financial year.

Within these figures however, the reduction in membership income from £12,478 to £10,848 must be viewed with some concern for the future since this is the club's main source of funds.

There was also a reduction in sailing event income of nearly £500 offset to some extent by reduced sailing expenses.

Against that there was a modest increase in catering and social income and we should note our thanks to Janet and Robin.

Although training income showed an increase of £1415 compared to 2017/18 this was offset by the increased costs of training materials giving a surplus for the year of £2601 compared to £2785 for the previous year. Nonetheless this remains a viable area of activity for the club and we note our thanks to the training principal Richard Jenner and his instructors.

On the expenditure side the reduction in moorings expenses of £3173 acknowledges both previous investment in the moorings and reduced demand but this has contributed greatly to the overall surplus.

There have been no exceptional expenses this season although we do anticipate some galley expenditure for the coming year.

David Finlayson

Treasurer

The treasurer then invited questions. Diarmid Hogan asked how precarious the viability of the cruiser moorings was. The treasurer said that the moorings are currently sustainable but may no longer be viable if numbers reduced further. James Dargie noted that there was a prospect of two more boats on the moorings in 2020.

Peter Smith noted that the Club's insurance premium took a large proportion of the annual expenditure. The treasurer agreed and explained that, having tried a supplier with substantially lower premiums, this policy was no longer suitable as it now specifically excluded "on the water" activities. The Club had therefore reverted to the previous supplier, recommended by the RYA, whose premiums are indeed higher but whose policy is tailored to the needs of sailing clubs. Peter Smith thanks him for this clarification.

6.Election of Officers of the Club and General Committee Members

The following had been duly nominated:

Commodore - James Dargie, proposed by Helen Jenner, seconded by Richard Jenner.

Sailing Secretary - Richard Evans, nominated by Chrissie Lane, seconded by Gavin Campsie

Treasurer - David Finlayson, proposed by Steve Bramwell, seconded by Richard Cherry

Training Principal - Richard Jenner, nominated by Calum Pearson, seconded by Marisa Astill-Brown

Secretary - Helen Jenner, proposed by Marisa Astill-Brown, seconded by Tim Lloyd.

Social Convenor - Janet Witheridge, proposed by Edith Robertson, seconded by Janet Amos

General Members

David Vincent, proposed by Robert Taylor, seconded by Gregor Fisher (having been co-opted after the 2018 AGM)

Diarmid Hogan – proposed by James Dargie, seconded by Richard Jenner

Robin Witheridge – proposed by James Dargie, seconded by Alan Hardie (having completed a 3 year term)

There being no other nominations these were duly elected.

7. Update on application for Scottish Charitable Incorporated Organisation (SCIO) status.

Tabled by Richard Jenner.

Following the Special General Meeting (SGM) of 27 May, an application to become a Scottish Charitable Incorporated Organisation (SCIO) was submitted to the Office of the Scottish Charity Regulator (OSCR) on 12 July. The Initial Charity Trustees were the club's 6 officers at the time (James Dargie, David Finlayson, Helen Jenner, Richard Evans, Janet Witheridge & Richard Jenner). OSCR responded on 17 September accepting our application and draft Constitution and awarded us the SCIO status with charity number SC049615 effective 16 September 2019. This means we have entered the transition phase and have initiated the legal transfer of assets (deeds, leases, accounts, property etc) from the current association (club) to the SCIO. This will take some months and means that the 2 organisations will run in parallel until this phase is completed and we can wind-up the current association (club) as agreed by the SGM.

Transition is being managed by a SCIO Working Group (WG) consisting of the 6 Initial Charity Trustees and Sandra Hogg who has extensive experience in these matters. A Transition Plan has been drawn-up with 21 action areas. The most significant of these are establishing a new bank account, transferring the clubhouse deeds to the SCIO (conveyancing), assigning the harbour & grounds lease to the SCIO, drawing-up an assets' register for transfer and managing the change for membership.

We have made significant progress. A new bank account has been opened with the Bank of Scotland which meets the requirement of dual signatories for cheques and on-line banking. You may recall from the original briefing note sent to all members we anticipated legal fees for the transfer of heritable property. We approached 2 solicitors for estimates to cover the clubhouse deeds and the harbour lease and have appointed Joe Duncan of Anderson, Shaw & Gilbert to act for the SCIO. Under changes to how property is registered in Scotland, both the conveyancing and assignment will trigger 'first registrations' which involves extra fees and the likely costs for the legal work will be between £2500 & £3000 although Joe will do his best to keep costs down. The assets' register is well developed.

Regarding membership, we are not allowed by OSCR to transfer the existing membership to the SCIO automatically. This means that everyone that wants to be a member must join the SCIO. For the transition period everyone must also be a member of the association (club) until it winds up to maintain a constitutional validity. You will find a brief statement in the 2020 membership form asking you to agree to membership of both the association (for so long as it exists) and SCIO on payment of your annual fees. Honorary & Life Members will be contacted individually by the Membership Sec and will be invited to join the SCIO.

We should complete the transition process by summer 2020 and will then wind-up the current association as agreed at the SGM. To ensure that members are correctly represented, it's the intention to invite the committee members who are not currently Charity Trustees to be co-opted as Charity Trustees so that the committee and board have the same composition. Formal elections to the SCIO board will then follow at the first AGM of the SCIO in late 2020.

Richard Jenner

Chair SCIO WG

Richard then invited questions. Joan Maxwell asked who would be considered suitable to examine the Club SCIO accounts. Sandra Hogg said that this could be done by any competent person appointed by the Committee who was not a Club member, there was no need for the examiner to be a qualified accountant.

Mike Wilson asked whether the landlord of the Harbour, being The Highland Council, would raise objections to the change. Richard Jenner said that the Council had been consulted and that no objection would be raised.

8. Other matters:

No other matters had been tabled.

There being no other business the Commodore thanked members for attending and the meeting concluded.

