



**CSC Board Meeting Minutes**  
**12<sup>th</sup> February 2024 at 7pm in Club House**



	Topic	Information	Lead/ Action
1	Present and apologies	Present – SH, DF, MAB, JD, AE, MW, DV Apologies – PB, LP, CT Absent –	MAB
2	Minutes of Meeting of 11 <sup>th</sup> January 2024	JD proposed; DF seconded.	MAB
3	Matters arising from the Minutes.	Taking forwards to next meeting	All
4	Treasurer's Report	See note to item. Also: application to Business Energy Scotland for grant for lights – proving difficult to get even an acknowledgement; DF will continue to persist	DF
5	Check accident book	No entries	MAB
6	Initiatives Prioritisation Framework	Key points: <ul style="list-style-type: none"> <li>• East slipway repairs: working group met on 14/2 and will be updating SOAP</li> <li>• Child safeguarding in changing rooms: SOAP previously approved; key deadline is for implementation before first Junior activity/event of the season (currently Dolphins on 2<sup>nd</sup> May) (CT)</li> <li>• Webcam and weather station: Board approved SOAP subject to MW checking on circumstances under which camera could be considered CCTV.</li> <li>• Changing room upgrade/remodel: SH to ask members for volunteers with building/architect skills to help inform a SOAP</li> <li>• All abilities access: a member has come forward with a donation to cover the complete cost of a stairlift; this has Board approval and is going ahead.</li> </ul> See notes on spreadsheet for detail on above, and info on other initiatives	MW, CT, SH
7	Health, Safety & Welfare Review	<ul style="list-style-type: none"> <li>• Presentation of review findings and proposals – a revised document and responsibility structure to reflect the wider range of water sports, and an approach to improve skills and engagement of members involved in safety duties, along with wider awareness-raising of good safety practice amongst members. Approved by Board; documents to be reorganised/renamed and revised where necessary to reflect the new structure, and then rolled out onto website. Revised Generic Risk Assessment document to be shared with Board (MW to circulate) first.</li> </ul> MAB to tell Richard Evans ref SO criteria: <ul style="list-style-type: none"> <li>• Existing SOs need to have RYA PBL2 or equivalent ticket and have done at least two SO duties in the last year; RYA SB would be good but don't want to rule any more SOs out than we have to.</li> </ul>	MAB, MW

		<ul style="list-style-type: none"> <li>Aspirant SOs need to have RYA PBL2 or equivalent, at least 3 ASO duties under their belts, and to have done the Club SO course.</li> </ul> <p>In each case these are purely bureaucratic criteria – qualifications are certified (and could be checked if in doubt by the CIPB); and the Dutyman or Safety Boat log records capture information about SO and ASO duties, which again, can be checked if necessary by the Sailing Secretary or the CIPB.</p>	
18	AOCB	<ul style="list-style-type: none"> <li>Regatta – discussed possibility of keeping this to a sailing event only, but to consider including junior and novice elements</li> <li>Sailing programme – ready to be published, RE / LP to publish (MAB check with LP). Richard Evans has dutyman primed to be ready for end Feb. MW to circulate it.</li> <li>Gutters and drains all cleared – paid for by member</li> </ul>	All
19	Date & Location of next meeting	Weds 13 <sup>th</sup> March 7pm Clubhouse	MAB

#### Office Bearers and Trustees of the SCIO:

Sandra Hogg – Commodore – SH (also Rowing Secretary)

Treasurer – David Finlayson – DF

Secretary – Marisa Astill-Brown – MAB

#### Board General Members and Trustees:

David Vincent – DV – (also Health and Safety Officer and Building Custodian)

James Dargie – JD (also Rear Commodore and Harbour Master)

Lisa Pattenden – LP (also Sailing Secretary and Safety Boat Bosun)

Mike Wilson – MW

Chris Taylor – CT (Promotion Group lead)

Allison Elder (also Swimming lead)

Paul Briggs (also Social Convener)

#### Notes to Item 4: Treasurer's Report (DF)

##### **February 2024**

**Membership:** Renewals are proceeding satisfactorily for this stage in the season although still short of last season's record year.

**Donations:** two members have generously made donations to the club which will enable gutter clearing and fitment of a stair lift without financial risk to the club. Able Care have confirmed that the club is eligible for VAT exemption and the deposit has been paid to proceed with the order.

**Insurance claim:** Storm Ingunn caused significant disruption to boats in the dinghy park, reported on the 31<sup>st</sup> January, and to some of the cruisers. The first Quest, stored with the mast up, was blown over probably due to the windage of the masthead float. This has resulted in damage to the mast and spreaders such that the training principal believes a new mast will be required. A quote for such is being obtained from JP Watersports and on receipt of the quote an insurance claim will be initiated.

**Petrol Storage Certificate:** Trading standards have stated that a petrol storage certificate is not needed for the volumes we store and that having informed them of the storage is sufficient. They have suggested either reversing the door to put the ventilation gap at the bottom or drilling some ventilation holes in the bottom of the door. The treasurer will attend to this.

Balances as at 11/02/2024 are:	Feb	Jan
Bank account:	£46,319.85	£39,756.95
PayPal:	£1,914.81	£1,559.68
<b>Total:</b>	<b>£48,234.66</b>	<b>£41,313.63</b>

11/02/2024  
David Finlayson  
Treasurer