

THORNTON STEWARD SAILING CLUB

MANAGEMENT COMMITTEE

Notes of the meeting held on 14th June, 2018 at the Old Black Swan, Bedale.

PRESENT: Kenneth Gibson, Kay Anstay (in the Chair), Malcolm Cummins, Peter Kearsley, Gillan Gibson, John Pilgrim, Mike Smith, Dave Oldacres, Phil Gamlen, Annabelle Le Page & Rob Wyatt.

Janet Cummins also in attendance.

1.APOLOGIES FOR ABSENCE

Apologies for absence were received from Eddie Fearnside , Ian Astley and John Knopp.

2.MINUTES OF MEETING HELD ON 19th APRIL 2018

The minutes of the meeting held on 19th April 2018 (previously circulated) were accepted as a correct record.

3.MATTERS ARISING

It was reported that the first of two Safety Boat Familiarisation sessions had been attended by 4 members & had been well received. John Knopp felt that the individuals were certainly more aware of their responsibilities than before. There had been a general comment to the effect that they would like to practice boat driving when they are on duty, which the Committee found a little surprising, particularly as helms are asked to facilitate this when the duty reminders are sent out. John is happy to do a couple more sessions if needed. There had, however, been no takers for the session which Rob Wyatt had offered to run on 26th May.

4.TREASURER'S REPORT

A written report by the Treasurer was circulated at the meeting & received. In addition, he gave a further update on the position relating to the recent bills received from Yorkshire Water for water consumption. As reported at the last meeting, a new bill for £120 had been received, which would make the total payment for the year £180. This still seemed too high so there had been further exchanges, resulting in a bill for the first quarter for £27, which is acceptable. They will also credit our account to the tune of £79.

5. SECRETARY'S REPORT

The Secretary reported emails of significance since the last meeting , one of which, course fees, appeared later on the agenda.

The meeting discussed other issues which had been raised. The cases where certain families had not rejoined but continued to use the Club had now been resolved. However, it had drawn attention to the timescales for renewals & it was agreed to consider the matter generally at the next meeting.

On the question of radio communications, it was accepted that it was impossible to hear messages when on the safety boat with the present equipment. After discussion, it was agreed that the Club would purchase 3 handsets of the type used by Catterick Garrison S.C., as they had been shown to be effective, together with a charging station.

A request from an individual to sail a radio-controlled model sailing yacht on the reservoir was considered. It was agreed that the activity appeared to fall within the terms of our lease & we would be prepared to offer a special membership rate for a trial year of £50 plus deposit for a key. The individual would be expected to comply with the usual expectations re non-interference with other users of the water, including the fishing club members.

The approach from a local company for permission to use the reservoir for a triathlon was considered but, given the terms of our lease, it was felt that the organiser needed to approach Yorkshire Water direct. The Secretary was directed to respond accordingly.

The Secretary reported that he had responded positively to an approach from Yorkshire Water for permission to publicise the activities of the Club on their website. They now propose to post a link to our website with a short introduction, leaving the customer to find their own way to joining the Club through our site. This seems useful and it is good to know that they are looking to promote the leisure activities taking place on their property.

6.MEMBERSHIP REPORT

A written report had been submitted. Membership stood at 74 at the present time, compared with 82 in total last year. There remained the possibility of new members joining during the season.

7.HEALTH & SAFETY STANDING ITEM

There were no items for discussion.

8.NEW SCHOOL

John Pilgrim reported that he had received a request for a one-off midweek day's sailing experience day for 6 pupils from a school in Sunderland. He confirmed that there were adequate numbers of Club members willing to facilitate & it was agreed. A fee of £100 would be charged, as per the last similar occasion.

John also indicated that the success of the training scheme with Carmel College had led to them requesting an extension of the facility to cover 12 pupils of mixed sexes as opposed to the present 6. They would come on the same dates as previously agreed, although it was

probable that any new arrangement agreed would not be triggered until the Autumn term. They would be charged double the existing fees , so the element relating to the number of pupils would rise to a total of £120 based on 12 pupils attending; this would apply even if in the event less than 12 attended on any particular occasion. It was agreed to proceed with the revised arrangements for the remainder of this season & over the winter 2018/19.

9.PREMISES STANDING ITEM

Prior to considering the email from Maggie Pilgrim referred to on the agenda, the Chairman reported that after discussion with the Treasurer she had arranged for the provision of a new gas cooker. The previous cooker could easily be turned on accidentally, as had happened on a couple of occasions & was therefore a health & safety risk. The new equipment did, however, need to be installed & would require complete new fittings in accordance with current standards.

John Pilgrim offered to put this in hand, obtaining quotes from a qualified bottled gas fitter both for this and for the annual gas safety check, which was still outstanding.

The condition of the galley had been an item raised amongst others by Maggie in her email previously circulated. It was agreed that attention should be given to putting in place a maintenance/improvement programme to avoid the situation where, as now, a number of matters had built up requiring early attention. The meeting agreed that the condition of the men's shower was particularly poor, with evidence of wood rot in addition to its general shabby appearance, the fridge freezer in the galley was corroded & needed replacement, and the floors were last painted 10 years ago. Alternative floor coverings ought to be explored.

We also felt that arrangements should be made in future years for a team of members to be formed to prepare for Open Day rather than relying on a willing individual (Maggie) to get the clubhouse in good order, which was unfair.

Janet Cummins mentioned that she had arranged to provide a number of new stainless steel pans/cooling trays for the galley, to replace the existing, which were in poor condition.

.10.CHILD PROTECTION STANDING ITEM

There were no items to consider.

11. COURSE FEES

A number of emails had been circulating on this topic since the last meeting. The RYA view was that discounting course fees for club members is in breach of our RYA affiliated status. However, it was important to ensure that existing members were not put at a financial

disadvantage compared with those who joined in order to participate in a course but who received a discount on their joining fee. After much discussion, it was agreed that the fee for a course for the remainder of the 2018 season should be set at £ 80, with no discount on joining/membership fees, with the issue to be revisited at the end of the season.

Annabelle Le Page suggested that the wording of the membership application form should be revised for future years to make it clear what happens to the information provided by the individual, bearing in mind data privacy provisions.

12. GDPR UPDATE

It was noted that our policy document was in place by the statutory deadline and appeared on our website. The RYA in their April Legal Update suggested the production of a Data Protection Compliance folder containing various procedural documents considered desirable, such as a data retention policy, how we would deal with a Subject Access Request and the need to have a Record of Processing Activity if we process special category data, which includes medical information.

13.ANY OTHER BUSINESS

There was a brief discussion on the use of a member of the Safety Boat crew as Race Officer. It was agreed by all that this was acceptable but only on the basis that the safety role was paramount and in the event of an incident requiring the attention of the Safety Boat crew, the race officer role would be abandoned immediately.

14.DATE & TIME OF NEXT MEETING

Agreed: THURSDAY 19th July 2018 at 7.30 p.m.