

## THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

### MINUTES of the meeting held on 07 APRIL 2022 at TSSC.

**PRESENT:** Phil Gamlen (in the Chair), Mike Smith, Eddie Fearnside, Merrin Froggett, Graham Whittall, Phil Cosson, Annabelle Le Page.

**APOLOGIES FOR ABSENCE** – Robert Wyatt, John Knopp.

#### 1. Conflicts of interest

None were declared by any of the Management Committee / Directors.

#### 2. Minutes of 03 March 2022

Approved without alteration.

#### 3. Actions arising from the last meeting

- a. **Safeguarding:** Louise Wyatt has agreed to act as advisor to the committee.
- b. **50<sup>th</sup> Anniversary:** Whilst the original members elected officers and registered the club on 01/04/1974, sailing did not take place until 1977. It was therefore decided to delay celebration of the anniversary until 2027. Yorkshire Water do not have a central archive, but Lisa will see if contact can be made with anyone who was on the original project.  
**MS** to put requests on local Facebook/TSSC website for photos of the reservoir being built and sailing in the early days.

#### 4. Sailing Programme/Training Update

- Race Officer and Assistant slots have been added to the booking system on website.
- There are currently £1000 of bookings for courses:
  - i. Four Youth courses
    1. TSSC/CGSC RYA Youth Improvers (30 May-1 June). *3 days*
    2. RYA Beginners to Dinghy Sailing (26-29 July). *4 days*
    3. RYA Mixed Ability course (9-12 August). *4 days*
    4. Youth Improvers (26-29 August). *4 days*
    5. RYA Youth Improvers (26-28 October). *3 days*
  - ii. One 4-day RYA Level 1+2 Adults course (30 April, 1 May, 7 May, 14 May). *4 days*
  - iii. One 2-day PB2 course (28-29 May). *2 days*
  - iv. Further Safety Boat familiarisation (SBF) courses for members are to be arranged.
- Three SBF sessions have been held.
- Six members have been direct assessed and awarded PB2 certification. **PG** to ask JK if these can be added to the Safety Boat helms list which currently has 15 names.
- New members (including Kayakers and Paddle Boarders) are informed of the obligation to participate in Safety Boat duties. More SBF courses will be needed to train these and sailing members.
- The first of three training days (led by Trevor Bradley and Tony Merry) for ROs and racing skills development has been held and received positive feedback.
- Only one place on the PB2 course has been booked so far and that will be refunded as the member concerned has been direct assessed.
- EF is concerned about members being charged for training which they may be taking for the sole purpose of fulfilling a club duty.
- **PG** to ask JK and James Proctor if more SBF courses can be scheduled.

- **ALP** to allocate RO duties to those who raced last year and attenders of the RO training sessions.

## 5. Safety Boat

### a. Options:

#### i. Duty charge

**PG** visited Carsington SC where there is a members' duty charge of £80/annum and each duty completed (e.g., SB, galley, cleaning, RO) earns a £20 voucher towards the following year's charge. £80 is 25% of the membership fee.

#### ii. Employed Safety Boat Service

Employing a Safety Boat provider would have liability insurance and National Insurance consequences. One known service in the region charges £60 per duty.

**MS** did a scoping exercise of how much income would be raised from increases to membership to fund Safety Boat services. A £5/membership would raise £405, £10 would raise £810 and £15 would raise £1215.

#### iii. Current Operation

If the current 15 qualified helms were to do two duties each the rota would be covered until the end of July, assuming enough crew also volunteer. There are fewer duties to cover from then to the end of the season. Since doing the duty is a condition of membership and there are >100 memberships, it should be possible to cover the rota. Few helms/crews have volunteered so far for the rota which has been published up to the end of May.

**MS** to publish the rota to the end of July and email members about selecting their own dates before the remaining duties are allocated. Once allocated members will be responsible for arranging cover for any dates they cannot do. Members can do the crew duty even if they haven't yet been on a SBF course as they will receive on-the-job instruction.

**Decision:** See how this season goes with the current operation. If not successful, then work towards a duty charge model. A duty charge would need to be proportional to membership fees. This would need to be put to the 2023 AGM for implementation for the 2024 season. It is likely that membership fees will also have to be increased due to rising costs and inflation.

### b. Rota

**MS** agreed to continue managing the rota for now as he puts it on the website.

## 6. Rotodock Pontoon Update

The feasibility of a scaled down version (three blue drums in a line) is being tested for coming alongside training, **PG** to discuss with JK.

## 7. LEIF Grant

- Comfy seating is now in Army stores and will be delivered by end April. The truck/staff can remove unwanted furniture. The furniture being delivered will need assembling. A few, colourful waterproof cushions to be purchased from club funds.
- It was decided to delay preparing and painting the floor in the clubroom until the concrete has warmed up, after the new furniture has been delivered.
- AV equipment and 2 outdoor picnic tables are ordered.

- The kitchen upgrade and replacement hard chairs and tables have been vetoed at region level.
- Some hard tables and chairs may be available from a site being decommissioned. These would need to be judged against the existing items. **PHG** to convey to Richard Hoy.
- Any carpet and cushions purchased should be fire rated.
- Remove clubroom mats before furniture is delivered.

## 8. Infrastructure Project

The sketches of a unisex 'changing village' accommodation have been considered by the committee and are believed to be in line with safeguarding requirements. The consensus on options were for:

- Fewer cubicles and therefore larger cubicles. No third row down the middle as the aisle is then too narrow.
- Include family sized cubicle/s
- Showers cannot be used concurrently and therefore a small number to be included but each should have a private drying/dressing enclosure
- Open large sized racking to accommodate sailing bags down the centre of the space
- Some sunken floor drains so that the floors can be squeegeed
- A specification to be drawn up (**PG, EF, GW**) and agreed by the committee
- **PG** to obtain quote from the architect for new drawings and submission of an update of the planning permission.

## 9. Open Day 02 May 2022

There were some problems with the date and its proximity. Several committee members are not available for the day, a co-ordinator has not come forward and the availability of instructors for taking visitors out on boats is not known and there is a RYA course on the previous two days so it would be an intensive period for those involved.

It was decided to reschedule the date. Publicity has only been internal to date. Only four boat berths are available for new sailing memberships so a big push on membership is not currently needed.

There was concern that an Open Day on a Bank Holiday might attract too many visitors who were not seriously interested and that there would be long waits for a trip out on a boat.

It was decided to postpone to a new date allowing more preparation time and restyle the event as an Open Day for 'Look-and-See' followed up by 'Taster Sails' with keener individuals at a later date when time on the water could be longer. Visitors would be invited to book dates with a chosen instructor and would be informed of what to expect and what to wear. This should be held on a racing day so that club activity was on show.

**PC** to seek/offer dates for which he would be able to act as coordinator.

**MF** offered to act as coordinator if the event was held in July onwards.

The new event to be publicised in the Darlington and Stockton Times and local social media.

**ALP** will consult with the sail planning group about the possibility of a late season Level 1-2 course so that there are follow-up opportunities.

## 10. Yorkshire Water

a. **Lease:** A break clause has been inserted.

b. **PG** has provided YW with a consideration of the Beyond Nature objectives which YW have yet to respond to. The YW BYN project is to show that their land is returning benefit to the public.

There is already agreement with YW that the access road could be extended to the clubhouse

## 11. Accounts

RW was not in attendance. A report is attached to the minutes. Current balance £ 45,435.15, no debts.

## 12. AOB

- a. **Clubhouse Cleaning:** Dave Oldacres is searching for a local cleaner for ~2 hours/month. Anticipated costs £20/hour.
- b. **RO equipment:** A request from Trevor Bradley/Tony Merry for a race watch was approved, ~£60. MF to inform them.
- c. **DONM – MF** to poll the committee for a meeting in the w/c 16<sup>th</sup> May at 7.30pm in TSSC clubhouse.

Actions from this meeting			
Ref	Actions	Owner	Date
07/04/22	Request for reservoir/early sailing images/info on community FB/website	MS	This year
	Obtain new list of approved helms from JK	PHG	As soon as
	Ask JK and James Proctor re more SBF courses	PHG	As soon as
	Allocate RO duties	ALP	As soon as
	Publish SB rota to end July, notify members of duty obligations	MS	As soon as
	Discuss Rotodock pontoon options with JK	PHG	By next meeting
	Communicate with Richard Hoy re recycled furniture	PHG	As soon as
	Draw up specs for changing village	PHG, EF, GW	By next meeting
	Quote from architect for changing room new drawings/planning update	PHG	By next meeting
	Seek dates for 'Open Day' for which able to act as coordinator before July	PC	As soon as
	Alternative dates for 'Open Day' for which able to act as coordinator July+	MF	Pending above
	Inform JK/CGSC re change to Open Day plans	MF	As soon as
	Explore possibility of additional late season Level 1-2 course	ALP	By next meeting
	Poll for date of next meeting	MF	As soon as
	Inform TB/TM to purchase RO watch	MF	As soon as

Actions ongoing from previous meeting			
Ref	Actions	Owner	Date
03/03/22	<i>Add defib to emergency procedures protocol</i>	JK	Ongoing?
03/03/22	<i>Speak to Mark Meadows re date of Instructors CPD.</i>	RW	Soon as?
03/03/22	<i>Rotodock site visit and operational proposals</i>	JK & (JP)	Ongoing?