

## THORNTON STEWARD SAILING CLUB - MANAGEMENT COMMITTEE

### MINUTES of the meeting held on 16 MAY 2022 at TSSC.

**PRESENT:** Phil Gamlen (in the Chair), Mike Smith, John Knopp, Merrin Froggett, Graham Whittall, Phil Cosson.

**APOLOGIES FOR ABSENCE** – Annabelle Le Page, Robert Wyatt, Eddie Fearnside.

#### 1. Conflicts of interest

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

#### 2. Minutes of 07 April 2022

Approved without alteration.

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

- a) Clubhouse cleaning – no progress reported. Put in SailTime, **MS**.
- b) Divers – the approving officer is posted and due to return end of May. Divers' first task is anchor location and depth measuring. Buoys are shown on Google Earth 2014. Each buoy to have 6' of chain which TSSC is to purchase and polymer cable which the diving unit may source. The buoys are being sponsored, **PHG** to contact suppliers re lead time. The old white buoys to be kept as supplementary marks.
- c) Safety Boat operation – helm sessions are well booked up to and into August. Gaps in crew bookings. No further SB familiarization sessions are programmed, more are needed. Some experienced helms still to be PB2 assessed. Only one person booked on PB2 RYA course at present.
- d) Booking system – MS is sending out reminders for duties and plans to request an upgrade to the system so that reminders are automated.

#### 4. Pontoon update

Following a site visit by Versa Dock of Lymington a new proposal is being worked up for a 4.9m x 2m pontoon which is lighter but more stable. Blocks are 1m x 0.5m x .25m. The component units are pinned together, and it has anchor points and cleats. It could be handled on land on rollers and once the unit starts to enter the water it floats. An adapted boat trailer for handling could be considered. It would be padlocked with chains for security when on land. The cost will be in the region of £3.3K including delivery.

- They have everything in stock and would expect to deliver to TSSC within 7 to 10 days from the receipt of funds.
- A reasonably competent team should be able to assemble the pontoon in half a day or slightly more.
- All the fixings are specific to the design and require special tools that come with the pontoon. The inference being that stealing individual bits would be very unlikely and probably cause irreparable damage.

**JK** to provide updated quote. **MF** to email details to committee and bosuns.

#### 5. LEIF Grant Update

Dry area furniture is in place. Old chairs and tables still to be removed; **PHG** to ask **EF**. A sign is needed to indicate the dry area and a carpet to demark it. Put in SailTime re dry and wet areas, **MS**. A 50" smart TV and bracket, and camera with video have been purchased. **JK** and **EF** to agree location and possible floor to ceiling boxing in for security, **EF**.

## 6. Infrastructure Project

The architect Kay Craggs has been tasked with new drawings for the changing village style changing facility. Awaiting her quote. There will need to be an amendment to the planning permission. The floor drains may need to have a sump due to the limited scope for fall under the building. The proposal will need to be explained to members as some resistance to the change is anticipated. The clubhouse roof has limited life, recurring maintenance issues and tying in with a new roof over the extension would be problematic, so we need to plan for a full replacement. PHG enquired at Sport England re possible grants and perhaps due to Covid there is little available. **PHG** to speak with them.

If the project has to be staged the order of priorities would be:

- Disabled facilities for rehabilitating military personnel
- Changing village for school and youth safeguarding as well as club members
- Training room
- Roof

## 7. Open Day

PC outlined plans for a pared down open day and a day for club members to celebrate being back on the water. It is being held on a racing Sunday so that there is activity. **PC** and **GW** will welcome attenders and take contact details. Volunteers needed to fit buoyancy aids, provide land drills in a rigged Fusion, show round the facilities, run a refreshment facility in the kitchen. Some visitors may be accommodated in the Safety Boat to observe the racing close-up so a pontoon will be needed. Those who are keen will later be sent an invitation for a taster sail.

**PHG** will ask Lesley if she will manage the refreshments and provisioning.

**PHG** to ask ALP/RW re possible further adult beginners' course late in the season.

**PC** to draft copy re the open day for SailTime and the club Facebook and website news page.

CGSC are having their own open day on 1<sup>st</sup> June and will also advertise the 12<sup>th</sup> June to the Garrison. Additional Safety Boat crews will be needed.

For extra courses this season **PHG** to enquire with RYA (Paul Adams) re the feasibility of buying in external trainers.

## 8. YW Lease

The new lease is now ready to be signed off at YW. The new lease to be signed by two of PG/RW/MF and witnessed. The old lease has to be simultaneously surrendered. It is expected that the lease will be mailed out to PHG to arrange the TSSC signatures.

If possible, this will be coordinated with Lisa Harrowsmith's visit to the Club on 08 JUN 22 to discuss the YW Beyond Nature programme. **Committee** and club members are welcome to attend the BYN discussions

## 9. Safeguarding

Kay Marriott has offered to take on the role of Safeguarding Officer from beginning July. She has relevant experience as a solicitor in child protection.

Aysgarth School are unable to take up training at TSSC until they have completed their own DBS checks and training of the club's instructors. They may request some sessions in September.

## 10. Accounts

RW circulated his report prior to the meeting:

## Financial Summary

Opening balance at start of year           £ 38,504.75

Income           £ 14,107.10

Expenditure   £ 6539.28

Current Balance                               £ 46,072.57

All bills paid and all transfers of CGSC memberships made

Projected expenditure for remainder of the year of £ 5,061

Funds still in account for some courses which I believe will need transfer to CGSC

## 11. Next SailTime

Content to include: Open Day/Celebration Day, wet and dry areas in clubhouse, clubhouse cleaning, SB rota, courses so far, respecting the fishermen, raising awareness of club rules and 'good behaviour', signing in, dogs.

**MS** will task people re specific content.

## 12. AOB

- a) **RYA OnBoard Data:** MF has received the request for data. The club is not currently providing OnBoard activities. **JK** to enquire if we should continue to report.
- b) **Dogs in the Compound:** Some members have asked if dogs could be allowed in the club compound. It is believed that the rule excluding dogs was introduced due to dogs sometimes being left unattended and becoming a nuisance and a concern re welfare, and the risks of Toxicara from droppings. There has been a cultural shift on the management of the latter. Members to be informed of the request and polled via SailTime, **MS**.
- c) **First Aid Course:** **JK** to ask Ellie and Mark Meadows re providing a First Aid course as several members have requested one and the 4 instructors need an update.
- d) **Security in Dinghy Park:** SailTime to include a reminder of the need to take security of equipment seriously after the unfortunate incident when Jo Stephenson's canoe was damaged by vandals.

## 13. DONM

**MF** to obtain availability of committee.

Ref	Actions from this meeting	Owner
17/05/22	Notify members re cleaning service requirement	MS
	Contact suppliers of new buoys re lead time	PHG
	Update proposal and quote for pontoon	JK
	Circulate the above to committee and bosuns	MF
	Request EF re options for removal of old furniture	PHG
	Agree location and secure storage for training AV equipment	JK, EF
	Follow up re grants with Sport England	PHG
	Open Day/Celebration Day: copy for website/SailTime/Facebook	PC
	Contact Lesley re refreshments and provisioning	PHG
	Contact ALP/RW re possible further adult beginners' course	PHG
	YW lease signing and beyond Nature visit by Lisa Harrowsmith, 8 <sup>th</sup> June	Committee
	SailTime – contact people re specific content	MS
	OnBoard Data – enquire re need at RYA	JK
	Views on dogs in compound in SailTime and poll	MS
	Enquire re provision of First Aid Course	JK
	Security in Dinghy Park - SailTime	MS
	Committee availability for next meeting	MF

