

Regents Canoe Club

Committee Meeting Minutes



Monday 8th June 2020
7.00 pm
Google Meet

1. Attendance and Apologies

Attendance: Dan Scott, Steve Betts (left at 7.20pm), Whitaker Sherk, Hugh Ellacott, Andrew Hughes-Onslow, Ben Landsberry, Ben Ainsworth, Olga Beschastnykh, Silvia Kerste, Mike Armstrong

Apologies: None

2. Minutes of Last Meeting and Matter Arising

- Approved.
- None.

3. Safety and Training Update (SB)

- SB trips booked in 2020 have lost no money - either postponed or refunded.
- SB July MEM - agreed with Llangollen hostel to postpone to next year.
- 2nd MEM accommodation booked.
- October Barle - full accommodation paid. TBD about refund. Spent ~ £1000
- Working on systems and ideas for re-opening of club. Will send results to Hugh and Dan. Generic Risk Assessment (RA) looks good but working on practicalities.
- BA 2nd Exe and Barle rescheduled and has been moved to next year.
- HE Asked if SB working on trip& safety. Decided to delegate trip booking to new committee members.

4. Membership Update (BL)

- BL updated committee on numbers of members rejoining. 2 people have applied for hardship fund. We may be able to support only 6 - 10 members so discussion on whether to freeze access. Decided to wait and see what developed and proceed on a first come first served basis.
- BL a third of members have renewed so far and last year we got 110 new members. General discussion about how many members would renew. Estimates of between 70 and 80.
- OB started discussion about adding reminders to NFC or sending other emails. Agreed to carry on including in NFC twice more.

5. Finance Update (BA)

- BA will create a budget proposal to put to members in about 6 weeks. We need to decide what to do with the reduced club income and where to spend money. Which variable costs should be stopped or reduced.
- DS argued to maintain pool sessions for training. It was noted we only need 13 people to make pool break even.
- DS asked for a vote on accepting Sport England grant of £500. Passed unanimously. DS

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and BA to action.

6. Incident reports / Trip Reports

- No incidents.
- Waiting on 2 trip reports but may not publish them.

7. Equipment Update

- HE said nothing really to report. Would like to get access to equipment just to check. DS said that the IBC were not currently allowing access to the site. HE suggested we ask again for an equipment check.

8. Trips Update

- None.

9. Insurance

- MA said indemnity insurance was in place until October and would need renewing August. Uncertain about equipment insurance. Will investigate.
- DS Said direct debit has been set up for British Canoeing membership which supports liability insurance.

10. Role And Handovers

- DS Said that everyone who needed to do a handover had done one. A discussion assigned roles to NPOs: SK Trips; OB Duty Rota; WS Social
- SK needs to liaise with SB.
- General discussion about socials. SK offered to help. Maybe every 2 weeks for an event. Quiz, treasure hunt, virtual wine tasting, virtual beer tasting. Need to be inclusive.
- HE stated he needed kit helpers. Will ask non committee members and maybe Jane and Adam. SK said she'd ask 2019 new members. HE said they need to be local.
- Discussion about keys and key holders. Need to look into so people near have keys. MA asked about a mail box key - to check with Liza.

11. Socials

- Discussed in Roles and Handovers.

12. Covid 19

- AHO stated groups of 6 only allowed i.e. a coach and 5 others. Need to be socially distanced. Changing rooms closed. No car sharing. But we can use waterways on club organised trips. Need to do RAs. Due to now clearcuts of canals and rivers all must be considered more dangerous than normal e.g. fallen trees, wire.
- General discussion about whether to do small club organised trips. BA proposed short bicycle based trips with cars bringing boats but again need RA. SK pointed out that restrictions would be lifted soon so maybe wait.
- HE pointed out we needed boats but currently no access to site as per IBC. BA wondered if could use site on Sunday if IBC not suing to allow us to do day trips. OB can't go through Angel tunnel but could portage.
- For club access we need to space people out but uncertain how. Maybe one way system, timed slots, ...

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- DS to contact IBC to see if we can get any access to club but until then we can't do club trips without boats.
- Decided club wouldn't organise trips for people who have cars and boats - they can do it themselves. We could encourage this in NFC. AHO said we need to make it clear that they won't have insurance or legal access to most waterways.
- BL started discussion about paddling the Thames. Considered quite difficult but HE said easier up near Putney or Kew.

13.AOB

- AHO asked what to do with all the boat licenses BC had sent him. BA and OB told him to file them.
- AHO discussed adding mail chimp access for DS and email and dropbox access for committee members.
- WS asked how often committee meets. 5 weeks approximately. DS will get a calendar together to aid organisation.
- WS asked about calendar. AHO said it's in Soho the cheaper web based email client.
- BL discussed retrieving some club barbecue equipment from Tottenham. Is anyone nearby? HE said he can help.
- AHO states he has had 6 new member requests. General discussion what to do about new members. BA says we should contact them and place on hold.
- OB asks if there is a duty rota. HE and AHO state they have one and it's also in document store. OB says she'll get a new list organised.

14.Actions

1. Actions outstanding

BA to chase Lakes trip report.

HE to attach Kate's list to site.

AHO inactive member deletion from web collect in hand.

MA to check with refunds and reopening of pool.

DS to follow upon IBC rent decrease etc.

DS to ask IBC for access to site to check equipment.

2. New Actions

SB contact October Barle accommodation about refund.

SK to ask 2019 new members to help with kit.

DS and BA to send off forms to accept Sport England grant.

MA check with Liza about mail box key.

MA check about kit insurance.

AHO sort out mail chimp for DS

AHO sort out email and dropbox access for whole committee.

DS to determine dates of future meetings.

HE to retrieve barbecue equipment from Tottenham.

AHO / BL reply to new member requests with holding response.

OB to get new duty rota list

3. Done or No Longer Relevant

AGM completed and all actions complete.

DS tax situation looks good. Liability is now £0.

Winter booking see above in Safety and Training.