

Regents Canoe Club

Committee Meeting Minutes



Monday 12th August 2020

7.00 pm

Google Meet

1. Attendance and Apologies

Attendance: Dan Scott, Whitaker Sherk, Andrew Hughes-Onslow, Ben Landsberry, Ben Ainsworth, Olga Beschastnykh, Silvia Kerste, Mike Armstrong

Apologies: Hugh Ellacott, Steve Betts

2. Minutes of Last Meeting and Matter Arising

- Approved.
- None.

3. Finance Update (BA)

- Sport England £500 grant has been received.
- Final outstanding membership dues have been paid.
- BA said that he couldn't access the bank account. DS said he would expedite the access with a visit to HSBC.
- DS also said he would send the card reader through to BL to allow membership dues collection at the New Members Evenings (NME).
- BA has sent a rent invoice from IBC to DS.

4. Membership Update (BL)

- BL said total membership was now ~116, usually about 170 as missing ~40 from NME.
- Up to 50 people want to come on NME

5. IBC rent

- DS stated that IBC were now not willing to reduce our rent.
- An animated discussion was had about what to do about this. BA said we should reduce the amount by the time the site was closed. AHO thought we didn't have much leverage and should be careful with our demands. BA said that IBC were saying they couldn't reduce the rent as they can't afford it even though they have 1 year's reserves. DS pointed out they'd lost their tenant in the flat.
- OB said Castle charges about ~£100 per year for membership.
- OB said moving would be difficult and it was investigated before without success.
- OB stated that IBC rent used to increase with CPI and that we were allowed more events on site unlike now.
- Agreement that core points were: loss of revenue from NME for us, closed site and so we had no access, no access to changing rooms, we want more access especially on Sundays for events.
- DS stated he would update committee after meeting with IBC on the 13th.
- If Sundays are agreed BL said he would contact coaches for the 1* course with 1-5 people in each group. DS said we should delay starting this until after NME are bedded

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6. Safety and Training Update (DS reporting for SB)

- DS lakes report received.
- DS 1 recommendation: to put reflective tape on black paddles
- DS contacted Exmoor accommodation and we have until October to cancel or confirm trip.
- DS handover to Silvia is complete.
- SK has a calendar with all monies noted.
- DS asked if we should try to run a first aid course. BA said we can't due to COVID restrictions.
- No training subsidy requests have been received.

6. Incident reports / Trip Reports

- None

7. Equipment Update (DS reporting for HE)

- HE suggests we would reduce equipment hire costs. OB said we need to ensure that we do not rent out all boats and have none for canal. Also stated that we've only rented out 3 boats so not a major problem at the moment.
- DS reiterated club policy that if you break a boat you pay for it.
- WS to get current prices from kit book and pass on to DS.
- DS to publish new pricing with longer term rates.

8. Trips Update

- None

9. Club Reopening and COVID

- DS said canal reopening and NME were going well so what next?
- SK pointed out highly restrictive government guidance. Generally agreed that we must follow guidelines.
- Discussion indicated that people were self organising non club trips using club equipment at times.
- Agreed that DS would add item in to NFC to suggest people self organise and hire equipment and maybe go camping?
- OB said Lee Vally was now doing exclusive hires and maybe we should try that. DS stated Jane is investigating and SK will liaise.
- BA suggested Nottingham which is open and has a campsite.
- DS also suggested midweek meeting's at Lee Valley followed by possibly the pub or an Indian restaurant. SK will contact Lee Valley and find prices.

10. Insurance (MA)

- MA said that our current equipment insurance provider, Towergate, were unwilling to renew our insurance as they were no longer covering clubs and associations.
- MA has contacted British Canoeing and several other sources and has 3 quotes in process. So far only 1, Howden, has got back with a full quote.
- Towergate provided £14,100 cover in the UK for ~£723. Howden's quote was £1,111

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for £50,000 with of cover.

- MA recommended we accept the Howden's quote as our current insurance had expired at midnight on the 11th and we were currently uninsured.
- A discussion was had and the committee decided that we should wait until we had received more quotes.
- MA to inform the committee of the results of the other insurance quotes.

11.Risk Assessments

- DS RA need to be updated and checked.
- A discussion ensued about the maximum number of people that could be on site. DS said we need 14 if possible for NME. AHO suggested stopping members using canal on NME. SK thought 20 was too many. WS suggested the key holder staying for first 20 minutes of evenings to help with crowd management. DS said we should draft 2 sets of RA for the 2 evening types. OB said we should keep COVID in a single separate RA and not merge into each one.
- RA were split up as: WS Events / Trips, HE Equipment, DS Site safety, SK Canal Sessions,

12.WebCollect

- BL got invoice. Have 800 people on mailing list but only 116 members. Decided to delete all before 4 years ago.
- DS said we should therefore have our bill reduced as it begins on August 29th.

13.AOB

- OB asked about the new contactless reader. DS said it wasn't ready yet. BL said then let's just use the pool one. OB pointed out that they had different passwords. BL to get BA to change passwords and send out new ones.
- WS asked if we could paddle in lightning. OB said to look in RA as it is covered there. KS to add lightning information into Canal RA.

14.Actions

1. Actions outstanding

BL to reduce WebCollect size and bill.

MA get new mail box key.

MA report back to committee with other kit insurance quotes.

AHO and BA to reconcile payments for new members.

DS and AHO to inform all members about dates and ability to attend CM.

DS look into Liza's redirected phone number.

DS to update committee on IBC rent reduction meeting.

BA to send out new Sum Up passwords.

2. New Actions

SK to liaise with Jane about Lee Valley weekends and evenings and report back to the committee with options.

DS to arrange delivery of card reader for Sum Up at NME.

DS to update membership on equipment cost reductions and long term hire options.

DS to add item to NFC advising people to self organise trips using club equipment.

MA send DS AGM minutes.

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WS HE DS SK to update RA.

3. Done or No Longer Relevant

BA to chase Lakes trip report.

HE to attach Kate's list to site.

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

OB to get new duty rota list.

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

AHO and BL to send communications encouraging membership renewal.

SB to get a latest cancellation date for Barle trip if COVID situation deteriorates.

AHO to check RCC documents access

WS to organise email? communications with members for socials.

BL to get membership list to OB for rota and also to SK.

SB organise handover with SK.