

Regents Canoe Club Committee Meeting Minutes



Date: 16/6/2021

Venue: Zoom

1. Attendance and Apologies

Attendance: Octave Auger, Andrew Hughes-Onslow, Clarissa Horilczenko, Hugh Ellacott, Thanh Cung, Ben Ainsworth, Jessica Skeggs-Thirkettle

Apologies:

2. Minutes of last meeting and matters arising

Note from last minute: Unsure whether the names of the two associate members from last meeting minutes should have been included. Discussion was held regarding GDPR, and including whether to include members names within the minutes.

3. Update on IBC:

Issue: Overlapping Thursday sessions with a childrens kayaking club

IBC aware of contract is expired, and they haven't upper the rent.

If we want to enforce Thursday we will need to go and re-negotiate contract. Club members cannot be on the site while the children's club are also on site.

IBC and OA have been discussing options, and have detailed 3 potential options.

-They move their Thursday session to another day

-They move it earlier and are off at 7pm

-Split the club into two areas

OA is waiting for a response from IBC regarding the option chosen. There is an agreed plan in place for the time being for to stop use between 7:30 – 7:45 for the crossover time.

OA to update when possible.

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4. Membership:

Membership renewal is ongoing. Reasonable uptake so far. Will review in detail after the deadline has completed at next meeting.

NME 21st booked– 1 more booked, and then will have a small break.

AH doing specific emails to those who need to renew.

Discussion surrounding some ideas on how to ensure that people return to the club. Some people have indicated that they are not interested in joining if there are not any trips. Committee looking at best way to ensure trips are able to continue.

Ben/Sarah/Wayne = associated members agreed

5. Finance Update

At similar level to where we were last year. Will review at the next meeting after the deadline for the membership to gain comparisons from previous years and to review financial year ahead.

6. Trip updates

Risk Assessment: To be regularly reviewed. Will need to review when the next stage of reopening happens regarding Covid.

Committee approves the risk assessment.

MEM July: YHA 38 beds. Cannot use it for that due to wales rules atm. Decide if we should keep people in their rooms. CH to investigate the idea of bubbles and if it could be used.

Intro Course: Enough leaders / coaches and cars to go on the Wye trip in August. YHA – not yet responded for intro course regarding booking. Clarissa has proposed dates.

Agreeing to the course in principle for the 15 July. AH/Clarissa/Ben to start confirming these items. JST to chase dates for pool.

Shepperton 3rd July: Enough leaders and coaches to run the day.

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Lee Valley training/coaching session:

24/25th July if possible. Or 7th/ 8th August. Sending out notice in Sunday newsletter. JST organizing

7. Pool due to open on the 30th June. Waiting for confirmation to negotiate new contract. Have 4 outstanding sessions carrying over from last year. JST to update when possible.

8. Safety and Training:

BA and AO to look at BA email and ensure that he has access to emails to check for any training/subsidy requests.

9. Kit and equipment:

Kit audit soon. Sunday 18th July. Message to be sent out in NFC. OA to confirm date with IBC. BBQ after kit day.

5 canal BA's broken their straps. HE review how to manage the kit so it doesn't all wear out at the same time.

Offered a canoe. Opportunity to get a good boat at a good price. Not a White water canoe.

HE planning to change locks on the kit cupboards.

AOB:

Aliases on zoho. Current committee members are listed under different names. All to ensure that they have their own name.

Octave still doesn't have a key yet. Silvia gave keys back last Monday. Olga has keys. All people with keys to check if they can open the post-box.

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Key dates:

Symonds Yat canoe trip: 25 - 27 June

Shepperton (coached day): 3 July

Kit Maintenance & BBQ: 18 July

Lee Valley Exclusive Hire: 7 August (provisional)

Ray Island (Mersea): 21 August

Outstanding Actions

- DS and TC to liaise about accounts and finding auditor. – ongoing
- DS to check with IBC about running weekend courses. – Octave to review this, and look into Sunday paddles/ potential of using this as a training course - Risk assessments needed for Sundays. Octave to speak to IBC about this.
- JST to check with MA about mail box key.
One set of keys has a mail box key. All key holders to be asked to check if they have a key for the box. Apparently one set of keys has one

New Actions

- AHO/BA – looking into rules surrounding GDPR
- OA to send a message to all members detailing the rules in place regarding attending site on Thursdays and the overlap with another group.
- TC to look into a proposal for how best to sign off payments. The separation between those raising and those approving costs agreed with the committee.
- AHO to add a message to go out in NFC for volunteers to assist with being at the canal to be supportive to new members of the club
- HE to email AO about symptoms of covid for RA
- TC / BA / CH to work together: Creating a workflow on how to raise things on Xero. Will also investigate having more than one user on Xero.
- HE review how to manage the kit so it doesn't all wear out at the same time.
- HE to check if we need a special meeting for kit/canoe offer.
- Action on what membership means- CH to define what the terms of each category is.
- HE to check where we need to discuss kit at a special general meeting.
- HE to get a disinfectant sprayer for the kit

Complete

Tan and Andrew to pay British Canoeing asap - Complete

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No longer relevant

Previous committee to ask IBC for rent reductions for closing. – waiting to hear about membership figures before taking this forward. Superseded by discussions regarding Thursdays.

Following committee dates:

Wednesdays, now at every 4 weeks while we organize the reopening:

Wednesday 14th July

Wednesday 11th August