

**Regents Canoe Club
Committee Meeting Agenda**



Committee Meeting

Date: Thursday 15th February 2024

Via Zoom – 6:30pm

1	<p>Attendees and Apologies</p> <p>Present: KB, JS-T, KM, MM, RH (committee members) plus LS (for first part of the meeting to discuss IWWK course)</p> <p>Apologies: AC, DS, EP</p>
2	<p>Summary of new and <i>outstanding</i> actions</p> <p>Emma <i>ACTION: Emma to email other clubs informing them of an increase in rate to £35 per session. To inform other clubs that spray decks will be replaced with new ones to justify this increase.</i> <i>ACTION: Once dates for IWW have been determined Matt and Emma to establish a marketing plan</i> <i>ACTION: Emma to add to agenda for AGM what people think about how much money we should have in reserve?</i> <i>ACTION: Secretary EP to put review of new IWWK on the forward agenda for the next committee to take forward</i></p> <p>Matt <i>ACTION: Update guidance on website to note that trip lists need to be checked by the committee.</i> <i>ACTION: MM to run NfC survey asking for member thoughts on whether they would rather have playboats or river runners at the pool.</i></p> <p>Matt / Jess <i>ACTION: JS-T / MM to put note or poll in NfC asking for either accommodation ideas, support for Minehead or preference for lakes trip to forestall objections if trip cannot be run</i></p> <p>Hugh <i>ACTION: Hugh to delegate to Hazar the purchase of spray decks, repair kit for pool boats, bungee cord and a storage box for these items. In progress</i> <i>ACTION: Hugh / Hazar to spend up to £400 on new items for the pool.</i> <i>ACTION: HE to respond to Mark refusing offer of Zen 3.</i></p> <p>Kate <i>Action: KB to consider options for safety and rescue refresh session and report back to committee</i></p> <p>Dan <i>ACTION: Dan to confirm that Elise is happy to audit the 2023/4 accounts.</i> <i>ACTION: Trial charging members £50 on sign-up and the remaining balance once numbers are confirmed</i> <i>ACTION: DS to report to next committee on financial impact of RCC subsidies this year.</i></p>
3	<p>Matters arising:</p> <ul style="list-style-type: none"> • Update from IBC <p>KB shared info that our main contact at IBC, Sarah-Jane has been made redundant. KB and</p>

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HE to meet with Sarah-Jane's colleague Darren on 22/2/24 to find out more. Following this meeting with IBC trustees may be requested to get up to date info on IBC financial position and future plans. Committee confirmed this meeting can go ahead – KB to involve club members (LS and JT) previously involved in IBC liaison during club closure (prior to this committee) for continuity of contact

- Update on IWWK course for 2024

RH and LS gave an update on plans for 2024 IWWK courses.

Rather than provide the usual 6 week course ending in a weekend away, it is proposed to experiment with merging IWWK with NMEs over the summer. When new members join, rather than doing the one-evening NME session, they would be given 4 structured sessions (3 x canal session +1 x pool session). This 4 session NME to be run in April and May, with weekend away to the Wye planned for June capturing attendees on both NMEs. If successful, the same structure could be run in July and August. LS to run April sessions, CD to run May sessions (both qualified coaches). With support from other members as appropriate.

Advantages:

- Everyone new to paddle sports gets opportunity to participate.
- There are specific things covered, its structured and contributes to safe paddling on the canal
- Promotes canal as opportunity in itself with modular encouragement to white-water.
- There will be a suitable trip for participants within 8 weeks of intro sessions.
- Less time commitment for organiser – one per month.
- People immediately being included and part of the club rather than the club offering a service.
- Others who maybe missed intro can join in sessions – flexibility of session meet new people less cliquy.
- Experienced paddlers can just join the club as usual so no difference for them.

MM has discussed marketing the course with LS. Alternative options (ad hoc NMEs) for people who already have significant kayaking experience).

Note potential impact on club income due to reduced number of ad-hoc sign ups to NMEs – unclear what impact this will have as may be balanced out by better retention of new joiners.

Committee recommended trial of the approach as explained, with review in September 2024 to assess impact (all aspects including participant feedback and financial impact).

ACTION: Secretary EP to put review of new IWWK on the forward agenda for the next committee to take forward

- Freestyle lessons running during normal pool sessions

RH proposes to run coached freestyle sessions. Discussion of whether it would be possible / appropriate to integrated these with normal pool sessions to reduce costs by avoiding special pool hire.

Committee noted the need to ensure safety of all pool session attendees by ensuring maximum number of boats in the water is not exceeded. It was noted that people learning playboating may require more space as activity may be more vigorous than usual people learning to roll. Also important not to intimidate other pool users.

Recommend sessions can go ahead as part of normal pool sessions with the following conditions:

- Some means physically divide the space in the pool into playboating / non playboating areas
- Pool supervisor to be in place as usual to take a view on safety
- Coach to provide risk assessment and coach and freestyle course attendees to take responsibility for ensuring activity in the freestyle area of the pool is carried out safely, e.g. if an activity is proposed which requires a lot of space (e.g. bow stall) participants

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	<p>to take turns.</p> <ul style="list-style-type: none"> - Number of people in the other half of the pool to be limited to 8 (50% normal capacity) – this to be advertised in NfC in advance, Matt to consider if pre-booking system could help manage this to avoid disappointment - Freestyle course to pay fully 50% of pool hire costs for the nights in question (so normal club subsidy of pool hire costs would only apply to people using the pool for normal rolling not those on the paid course)
3.1	<p>RCC Framework & Policies</p> <ul style="list-style-type: none"> • Leaders Review Group update KB reported that LRG has met once and it went well. Second meeting planned 27/2/24. <p>Review of application forms is helping us understand where additional training / refresh of skills would be useful.</p> <ul style="list-style-type: none"> - KB and HE plan to run two knots and ropework sessions in February for peer to peer learning and refreshment on knots, drags, anchors and other useful safety ropework - MR is organizing a first aid course in April – this to be marketed as a club first aid course. Aim to establish this as an annual event in the club calendar to make it easier for people to stay up to date and reduce cost to the club. - KB to investigate running Safety and Rescue Skills refresher session on the third day of the May bank holiday Tryweryn trip. KB to consider how this would work and report back to the committee. It was noted that this would be a refresher only so only suitable for people who have already completed BC WWSR course (not training for beginners) <p>Action: KB to consider options for safety and rescue refresh session and report back to committee</p>
4	<p>Finance update</p> <p>Not discussed as DS was not present.</p> <p>ACTION: DS to report to next committee on financial impact of RCC subsidies this year.</p> <p>Committee to consider how subsidies should be structured in the light of BC bursary – what we should be encouraged and how best to use club funds.</p>
5	<p>Safety and Training update</p> <ul style="list-style-type: none"> • BC Bursary update KM provided update on take up of BC bursary Total bursary granted by BC was just over £2000. Receipts for £1,133 have been submitted to BC so far via the portal. Outstanding receipts to claim come to £794.60. This totals £2,333.60. <p>KM continues to chase outstanding receipts from members. Biggest challenge is where members have not provided full receipt or their BC membership number. Unclear if it's possible for non-BC members to claim from BC?</p> <p>KM to continue to chase members for outstanding info – should get everything possible by early w/c 19/2/24. If people haven't been able to complete courses due to weather, recommendation to claim bursary for anyone who has completed a course instead. People who weren't able to do their course to be notified of this and we will hope to claim additional bursary next year (likelihood of this increased if we use all the bursary we have been given).</p>

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	Committee approved RCC training subsidies for 10 individuals – see Appendix A for details						
6	<p>Web Update Not discussed due to lack of time – no immediate issues</p>						
7	<p>Trips Update JS-T provided update on trips booked. 2 x MEM trip booked:</p> <table border="1"> <tr> <td>22nd - 24th March 2024</td> <td>Llangollen Hostel</td> </tr> <tr> <td>9th-21st July 2024</td> <td>Llangollen Hostel</td> </tr> <tr> <td>19th-21st September 2025</td> <td>Llangollen Hostel</td> </tr> </table> <p>In addition LS has found Wye accommodation to support both proposed IWWK weekends. This should cover us for beginner activity.</p> <p>JS-T noted difficulty in finding affordable accommodation for the autumn Barle and Exe trip. Minehead hostel could be an option but is 1 hour away. Suggestion that this trip be scrapped in favour of a Lakes trip. KB noted particular popularity of traditional B&E trip with new (and old!) members.</p> <p>ACTION: JS-T / MM to put note or poll in NfC asking for either accommodation ideas, support for Minehead or preference for lakes trip to forestall objections if trip cannot be run</p>	22nd - 24th March 2024	Llangollen Hostel	9th-21st July 2024	Llangollen Hostel	19th-21st September 2025	Llangollen Hostel
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8	<p>Kit update 5 decks have been ordered from Lomo (large), cost c£200. S/M decks not available. Tools for the pool – not yet purchased Front aibags have been requested for larger boats. Decision on purchase deferred until Treasurer is present to advise on financial position (in view of high recent spend on kit and subsidies). New canal kit room now up and running – well done HE! HE noted some expense to fit out shipping container as new trip kit storage will be required. Roof has now been fixed but internal fitting is required to enable good storage. Cost expected to be c£500 but TBC. Once up and running this will enable us to fully move out of the barge and kit organization will get much easier.</p> <p>Discussion of boats to keep at pool – boats to be donated by KM are good condition (including a Mamba 7.6). Committee unsure whether this is best used at pool or on trips. No room for extra boats at pool.</p> <p>ACTION: MM to run NfC survey asking for member thoughts on whether they would rather have playboats or river runners at the pool.</p> <p>Mark has requested to loan his Zen 3 to the club until he can sell it. Committee agreed this cannot be permitted as sets a precedent about personal boat storage at the club.</p> <p>ACTION: HE to respond to Mark refusing offer of Zen 3.</p> <p>HE has found a buyer for the old open boat that is being sold to make room for the new. Proposes reduced price of £100. Committee agreed this is a fair price. HE to go ahead with this sale.</p> <p>Four items of kit lost recently: Paddle (on the Teign) Paddle (on the Kent) BA – left at the Eden (believed recoverable)</p>						

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	Spraydeck – reported to have blown from a balcony. Member in question to be asked for more info and charged £20 for negligence unless there's a good explanation for how this happened
8	Membership update Not covered due to lack of time, other than discussion noted above about IWWK course.
9	AOB Next meeting date: 28 th March or 4 th April? Both Thursdays

APPENDIX A – RCC training course subsidies approved

Name of person	Training	date of training	Amount of course	amount claimed RCC	% claimed RCC
Jane Tully	Core Coach and venue hire	4-5 May 2023	380/2 = 190	114	60%
Rachel Ulferts	Core Coach and venue hire	4-5 May 2023	380/2 = 190	114	60%
Andrej Cizov	WWSR	29-30 July	£160.80	£64.32	40%
Adam Ismail	WWSR	29-30 July	£160.80	£64.32	40%
Lowel Clarke	WWSR	29-30 July	£160.80	£64.32	40%
Anna Buchanan	WWSR	29-30 July	£160.80	£64.32	40%
Allison Gallagher	WWSR	29-30 July	£160.80	£64.32	40%
Jane Tully	Outdoor First Aid - ITC Level 3 Award	14-15 Oct	£216.00	£86.40	40%
Jane Tully	White Water Kayak Coach Award (moderate water) - training	21-22 Jan	£233.20	£139.92	60%
Ruth Hughes	Core Coach - Online	22/23/29/30 Jan.	£200.00	£120.00	60%