

# CVCC Committee Meeting Minutes

Date: 13<sup>th</sup> August 2014

Location: Colin Bs place

Present: Colin B (CB), Alan F (AF), Steve Do (SDo), Steve Da (SDa), Abby T (AT), Nick BC (NBC),, Justin E (JE), Andy M (AM) and Paul V (PV).

## Apologies:

Stephen W (SW), Luke T (LT) and Jake H (JH)

## Agree Previous Minutes:

The Committee agreed the previous minutes

## Chairman's Report (Colin B) :

The level 1 coaching course was run in August by Chris Childs and Dai Thomas down at the barn. There were 8 participants which included 5 from our club. A big congratulations to Nick BC, Michelle DF, Andy N, Phil A and Kevin G, who all passed the course, and thanks to the instructors and to SW for organising it.

CB reported on the various trips that the club that had taken place since the last meeting

Alfriston trip: It was nice weather and we got the tide right which is always good

Auvergne trip in France: There were 14 club members on the trip which was 40 km of French grade 2. We didn't lose anyone! It was a bit rainy for the campers but still warm and everyone loved it so we should do it again next year.

Tryweryn trip: SDo carried out 3\* assessments on the Upper Tryweryn. Congratulations to Chris B, Justin L and Nick BC who all passed. It turned into a bit of an epic at one point on the first day when Nicks boat did the Lower Treweryn without him, but a very decent person found it and returned it!

## THE AGENDA ITEM - BIG SPLASH:

(Note that this item was done first as it was felt that it needed to be dealt with urgently)

AM/CB reported that the Centre Manager Iain P had booked a large group for 1pm as he didn't realise Big Splash was planned for this Sunday. It has been on the club website programme since the beginning of the year but Iain P didn't know he could access the webpage. He wasn't prepared to move the booking.

Due to this plus also the clash with Airbourne, people being away and a not so good weather forecast, it was decided to postpone the event until 7<sup>th</sup> September, 2014.

Action – AM to put announcement on website homepage and send newsletter, JE to put announcement on Facebook.

The following arrangements were made for the event on the new date:

Gazebo/BBQ – SD said that Dean W who runs an events business has offered to provide a pop-up gazebo and barbecue free of charge (TBC!) – many thanks.

Action – SD to confirm with Dean. SD to talk to Tony L also as he normally provides the gazebo plus he may be happy to help with the BBQ.

Food – AM said that last year LT did an online order and delivery for most of the food with some last minute shopping for fresh stuff.

Action – AM to check with LT if the online order can be replicated

Advertising – a notice is to be put on the Noticeboard and further announcements to be sent

Action – AF to sort out the poster – CB to notify Iain P to ensure the Barn is left 'free' on 7<sup>th</sup> September.

Games – the following games were nominated. Some may be run concurrently. We need to check the bits and pieces for the games are still available at the barn. Although the cardboard canoe race was a lot of fun the last couple of years it was decided not to hold it this year.

Action – LT/SD to print out games sign-up templates

(Not in any particular order)

1. Alan's Secret Game ?! (AF)
2. Tug-Of-War (JE)
3. Raft Building (AT/JH)
4. Relay race in different boats (SD)
5. Treasure Hunt (Liz B)
6. Polo (SD/CB)

A streamlined competition is needed so it doesn't drag on – we should have juniors only games too – assertive refereeing is required to punish foul play!

7. Pirates (SW – in his absence as he was a great pirate last time)

### **Matters Arising (Previous Meeting):**

**(C1) SW - DBS checks for club coaches.** It was reiterated that the club will continue with DBS checks for new coaches to the club even though we are not technically required to by the BCU. Old certificates don't run out so only need forms for new coaches, to be countersigned by CB. There is no cost involved.

Action – SW/SDa to work out coaches who need DBS. SDa to get the forms.

**(C2) SW - Checks on First Aid expiry dates of active club coaches.**

We need to have a central register kept which won't get lost. NBC came up with a good suggestion that a coaching information page could be kept on the website for kayaking qualifications only (ie not personal) – this would be accessible via login for coaches and committee only. Everyone could then keep their own information up to date and the data would more easily locatable when there are future changes to the committee

Action - SW to email all coaches for First Aid expiry dates.

Action – LT to feedback feasibility of coaches info webpage.

**(C3) SW - L1 Course feedback**

SW absent so defer to next meeting

**(D1) SD - Progress on sponsorship re Lottery Funds**

Lottery funding would be sought through an application for funding of new boats. Type of boats was put to a vote and it was agreed that 6 (or 4) junior Pyranha Rebel kayaks and an Easky sea kayak would be purchased if the application were successful. The application is currently half finished.

Action – SD to finish and submit application.

**(D1) SD/AF – ‘About Us’ page on website needs editing**

AF requested that the CVCC website state that the club do offer a Paddlepower scheme to juniors as well as BCU 1 and 2 star awards.

Action – access needed to webpage – AM/LT to investigate.

**(E)JE – New Go Canoeing dates on Program and award for (confidential!)**

The last 3 or 4 sessions were very busy. The last session is next Wednesday. Many thanks to Justin and his helpers for a great effort.

Action – JE to sort out award to be presented at Big Splash.

**(F) Jake & Abby – feedback on Junior Day.**

The junior reps did really well arranging this and they recruited a lot of support to help. Abby reported that the juniors had a great time resulting in some new members. Abby thanked everyone who helped.

**(G) Treasurers report:**

**(G1) Accounts:**

Main account balance as of 3/8/14 stands at £3675.90

Development fund as at 3/8/14 stands at £1130.33 (no change)

Membership income is now £4685.

Main outgoings:-

£65.85 has been paid to renew the club insurance – it is for standard fire and theft for CVCC kayaks now including the new prodigy

£225 has been paid for the Lee Valley trip deposit but this is to be repaid by attendees

£342.25 has been paid to ESCC for the quarterly rent

**(G2) & (G5) Star award pricing, FSRT and 3 star fees, free coach membership conditions.**

It was confirmed that this year we would keep the 3 session condition for free membership and the change discussed earlier in the year would be revisited next year. SDo said that he had taken 3\* candidates on trips specifically for assessments and the committee agreed that he should get some expenses for his efforts. AM thought that the £50 a day expenses per coach for FSRT and away trip expenses was too much for the clubs finances and the committee agreed it should either be £20 (2 sessions) or £25

Action – AM and CB to discuss and make final decision on away trip expenses

Action – AM to update “Coaches expenses and prices” document

**(G3) Use of Canoe Barn for L1 course**

The barn was used for the course at a reduced price of £150. Iain P requested we buy him some 1 star certificates instead of paying and this has been done though he owes us the difference.

Action – AM to chase £30 owing to us

**(G4) AM/AF** – Has submitted an application to the coaching development fund for training in Open Canoe skills at Plas-Y-Brenin. Total cost of course £460 for five day course. Alan mentioned that Ian Powis, who has also applied for same earlier in the season, wanted a second coach to attend course with him. Course could result in a 3 star Open Canoe Award, if successful.

The committee discussed this and agreed on AFs Dev Fund application. Ian Powis’s application had previously been agreed earlier in the year.

Action – AF to confirm cost of course. AM to confirm cap on Dev Fund entitlement.

**(H) Scrolling banner on website.**

It was agreed by all that it would be a good idea to re-introduce the scrolling banner on the home page of the CVCC website as this drew attention to events/notices soon relevant.

Action – AM to look into this in LTs absence but if it’s too difficult LT should do it.

## **Any other business :**

### **Pat O Dev Fund application**

It was unanimously agreed to accept Pat's application to pay for the 3\* sea kayaking course. She has been a great contributor to the club over the years. AM suggested that others on the course could also apply, as it is part of our long range plan to grow the club's sea kayaking experience and we can't provide these courses within the club. The committee agreed with this though each application would still be dealt with individually as per the policy.

Action – AM to notify Pat and reimburse her £100

### **Program changes**

Medway trip to move to 28<sup>th</sup> September

Action – JE to update program

### **Lee Valley Trip**

The committee thanked Piers RM for the organisation of the recent Lee Valley trip and agreed to support another trip. AM reported that we would get a discount this time. It was decided to aim for Saturday 20<sup>th</sup> September and to have a 2 hour session

Action – AM to liaise with PRM

### **Level 1 coaching**

AF reported that Jake Hilton is interested doing a L1 coaching course but because he is at college there will be problems with arranging suitable times.

Action – AF to talk to SW/PRM about the options

### **Bibs**

AF reported that 20 extra bibs would cost £200

Action – JE to talk to Dean. AF to look for sponsorship

### **T-Shirts**

AF suggested a competition for juniors to design a CVCC t-shirt. We need to look into price and quantities and type (T-shirts or polo shirts). Is there a minimum order quantity? Do we price for a profit?

Action – AF to talk to Tony L for advice

### **Damaged open canoe**

NBC reported one of the opens has the gunwale rivets missing and needs attention. There is also a missing seat

Action – NBC/PV to get parts and repair

Meeting closed at 10.00pm

**Next meeting: 7.30pm, 21<sup>st</sup> October, Plough & Harrow, Littlington.**