



AVON COUNTY ROWING CLUB

MINUTES

**Committee meeting held at Saltford Rowing Centre, Saltford
Monday, 1 October 2018, at 7:30pm**

Present: Antony Constantinidi, Penny Senior, Patsy Lamb, Clair Ponting, Julian Sondheimer, Philippa Sondheimer, Debbie Blackmore, Helen Willcox, Will Gray, Odette McCarthy, Carol Friend

Apologies: Jim Dawson, Jon Garner, Steven Lake, Jo Hardy

Minutes of Last Meeting: Approved and adopted.

Updates – The Dragon Boat club have fitted a hood over the padlock as agreed. Security cameras have been installed and are working, but we do not yet have access to view (software issue that will be resolved shortly).

Update Action List:

- Removed seat amnesty item. Seat swapping is not as prevalent as in the past. Seats now either have the boat name written on the bottom and/or are taped to match the riggers
- Removed blade painting item. Alex King has painted many of the sculling blades, and both adult squads have done sweep ones.
- Removed MIN/AVN fun regatta – this did not happen, but we will try again next year
- Removed scaffolding item. This has been done by Antony and the racking team
- Carrier bag tax – **Clair** to finish her research and report at the next meeting
- Sale of Gudgeon – Pete Lander has expressed an interest in it and will be coming to have a look at it
- Decorating the club room – **Will** will speak to Peter Jones (UBBC) next week to get their blades for mounting
- Water Cooler – **Clair** will send Penny information she obtained when purchasing one at work

Reports (attached):

Because the AGM reports were so recently created, the only written report required this month was from the Captain/Junior Co-ordinator

Captain and Juniors

Kingswood School blades - We agreed to assign these recently-acquired sculling blades as follows: 4 pairs for women and 4 pairs with shorter inboards for our shorter members.

Coaching Course Payment – We revisited the club's contribution to coaching course fees and agreed that the club would contribute 75% of the cost, with members paying the remaining 25% - with the following caveats:

1. People completing the course must actively coach/cox upon completion of the course
2. The captain may waive the 25% member contribution if it's felt that the cost would deter a good candidate from enrolling in the course.

Penny asked **Patsy and Jo** to include in their November reports a list of what crews are training regularly, and for which events.

Men – The proposed details of the Xmas tree sale have raised some significant concerns. The original plan was to sell trees to club members but has since been expanded to sell to the public in the top field, assuming the Duchy and council agree. A business permit and appropriate public liability insurance would also be necessary, and would have to be obtained and paid for by an individual and not by the club. Julian explained that, as a CASC entity, the club cannot engage in any activities that are remotely commercial in nature.

Whilst the committee applaud the efforts being made to raise funds for more boats, it unanimously decided to reject this proposal. **Antony** will communicate this decision to Nic Feaver.

Women – No matters arising.

Beginners/Development – The last batch of Learn to Row people graduated yesterday. People are being moved to the adult squads in a steady stream.

Boathouse Management Committee Issues: No matters arising

Welfare: Carol has been working with Shay for a smooth handover, and reports many good practices are already in place at the club. She is working through the BR Welfare Audit and will continue to report at future committee meetings. There are three main BR policy documents that inform our welfare policy (Safeguarding and Protecting Children, Adults at Risk and Code of Conduct). The challenge is how best to inform members of the key points in these policies. Whilst we are diligent about obtaining DBS reports, we now also need to have short application forms on file for all volunteers working with children, as well as references. Carol is implementing these changes now, as well as creating a Welfare notice board in the lobby.

Safety: No safety report was submitted, due to the comprehensive one presented at the AGM on 29 September.

The BR Safety Audit is due on 30 November.

BR have now decreed that launch drivers no longer need to be RYA L2 certified, on the basis that 'competence and experience' are better indicators.

Philippa has created a paper copy of adult members' emergency contact details, which is now stored in the understair cupboard

Penny and Debbie have expressed concern about beginner adult scullers being allowed on the water unsupervised. **Philippa** has a copy of MIN's rules for when people are allowed to go out on their own, which she will circulate to the committee. To be discussed further at November meeting.

Events: AAH – first planning meeting held 29 Sep. All in hand. Some discussion about state of upstream footpath if there is a lot of rain. Decided against using the wooden planks on offer from Darrell on the basis they are more treacherous than treading through mud. The club has access to wood chippings whenever we need them, and Penny suggested we ask Cam (UBB) to get the students to spread the chippings if necessary. We'd have to supply the shovels and wheel barrows.

Decided against applying for COB's November head race date. It falls in half term so entries would be low, which is probably one of the reasons COB are not having an autumn race this year.

ASH – no update

BAR – The earlier date this year (moved due to royal wedding) proved to be a far better date for us in terms of entries. It clashed with Shrewsbury but they agreed not to object for 2018 only. The BAR committee recently asked if there would be any objections to AVN keeping the earlier date permanently, as it is two weeks before National Schools and the schools prefer racing a fortnight before. After considerable inter-regional discussion, during which the Chair of the West Midlands region supported our request, Shrewsbury have 'strongly objected' to our request. Last year's club committee was consulted, and the consensus was that we should choose a date that works best for our club. So BAR is proceeding with the earlier date.

Patsy asked if there was any possibility of adding a second day to the regatta for Masters competition. She thinks the reason so few women are opting to race is due to the fact they inevitably end up competing against school crews. It is not unusual to travel to a regatta and find (if you're lucky enough to be racing other masters) your competition is MIN or another local club. The problem with adding a second day would undoubtedly be recruiting enough volunteers. We have difficulty getting enough with a one-day event.

Finance: No matters arising

Subs – If anyone has updates or additional information for the joiners/leavers/queries report, please let Philippa know

Admission of New Members:

Full: Ciara Taylor

Junior: Oliver Williams

Any Other Business:

Debbie:

Annual Record of Winners: Squad co-ordinators (Penny, Patsy, Jo, Clair) were asked to record full names for each crew member when tracking wins this year.

Key Audit – Odette offered to do a full key audit for the site (to include MNK and UBBC). She'll ensure we have keys in the key safe for every lock, standardise the tags being used, make duplicate keys where none exist and store the duplicates separately from the ones in the key safe.

GoRow Instructor Training – we have received a request from BR to use our facilities (on a weekday) to train GoRow instructors. Debbie has replied to say we do not have a PRS licence and cannot therefore meet the list of requirements sent by BR. Julian is going to research the cost of a PRS licence and report in November.

Birmingham Uni Training Day – Nic Feaver has asked if Birmingham Uni can train on the river on Sunday 25 November. They will bring a trailer of boats and possibly want to borrow one of our 8s. Nic has been asked to get UBBC and MNK permission, but we do not know whether this has happened. Neither do we know how many boats and rowers they are bringing. The club room will not be available after midday due to WAGS AGM. Subject to UBBC and MNK agreeing, and to Birmingham agreeing to pay the normal site hiring fee and a launch hire fee, the committee did not have any objection. Penny to communicate this to Nic.

Philippa: Confirmed 25th November as WAGS AGM date.

Asked Antony about the organisation chart and members' charter to which he referred at the AGM. Antony explained these are draft documents which he'll circulate to the committee shortly, and that they are specific to AVN.

Julian: There had been a request to rig Vengeance as a 4- temporarily because the cox of one of the men's 4+ crews is away. An alternate solution has since been found.

Helen: Has the Scout's request to build rafts and camp on site been approved? Penny said she had written back to them saying they were welcome to use the facilities, but has heard nothing further.

Penny: Will update and circulate the Boat Wish list before the next meeting

Date and Time of Next – Monday, 5 November 2018

Avon County Rowing Club Committee Action List

	Action	Date	Who?	Status
Equip	Check boats – replace bits and create list of parts – ask coaches – organise checking days – need some more coaches – encourage all to check before boating	28/7/14	All	Started
Equip	Seat amnesty	28/7/14	PSen	Started
Equip	Create spare rigger rack in WW	28/7/14	JG	
Equip	Find a new home for big buoys - sell or rehome – Hereford RC	09/05/16	DB, AC	Started
Equip	Blade painting week – add to list of jobs needing doing	6/16		
Equip	Clear West Wing of unwanted items to make room for weights!	19/07/16		
Admin	Ensure all boats have AVNxxx numbers, including the launches	21/3/11	PSen	Started
Admin	Carrier bag tax	04/04/16	CP	Started
Admin	Moan more about dosh o/s	03/10/16	Co-ords	Started
Admin	Put gudgeon on eBay	19/06/17		
	Look for masters competition	05/03/18		
	Mail chimp	09/04/18	PSond	
	Decorate club room	14/05/18	WG	
	Clear out under eaves	14/05/18	PSen, DB	
	Ask Helen re Gudgeon furniture	14/05/18	DB	
	MIN v AVN fun regatta – rearrange ?	14/05/18	PSond	
	Add scaffolding to store boats higher up	14/05/18		
	Swingulator monitors	14/05/18		
	Investigate water cooler for facilities block	23/07/18		
	CCTV?	23/07/18		
	Week commencing 3/12 for bank clearing	23/07/18		
	Thank RL for 50yrs head organising	23/07/18		

Held:

Misc	Change club to a limited company – hold for now			
Misc	Sort out moorings			
	Advertise Norstar	05/03/18		

Complete or no longer needed:

	Capsize drill	09/04/18		
	Reports for AGM	23/07/18		
	Committee reports for 3rd	23/07/18		

Captains report:

Equipment - Repair

The back upright sheared again on the trailer and has been repaired again.

Hopefully Dora and the new four will be collected next weekend.

Chris H has replaced the bow shoes on his namesake so hopefully the steering issues people have had will be resolved.

Equipment – new

The Kingswood sculling blades (8 pairs) have been purchased for £1000. Four of these have been adjusted for the women, we need to decide what we do with the other four.

Ergos

I will be getting these serviced in the near future.

Coach/cox Education:

Session coach course

Carol Friend, Daisy Green (BS) and Andy Hall-Haines have their assessments in October.

Coxing Talk

Debbie's excellent coxing workshop has taken place

New workshop "Core and High Quality Land Training" - postponed

Cost will be £95 per person. This is a whole day of training. More details to follow.

TECHNICAL EXCELLENCE' WORKSHOP, with ROBIN WILLIAMS, MBE – 10th November, SRC

Debbie, Patsy, Ange and Penny are all booked onto this.

Paying for coaching courses

Can we revisit the contribution the club makes towards the cost of coaching courses please.

Adult Circuit training

This has started on Mondays 6:15pm to 7:30pm in the club house.

Annual Dinner

We don't have enough people to make the 50 so we will be paying for empty seats which is very annoying.

Christmas Bash

Jane has also offered to organise a Christmas event.

Coaches

This is a list of all the qualified and active coaches we have plus those that I know about that would like to qualify:

Name	L2 Session	L2 Club	L2 S&C	L3	IA	Bronze	Silver	RYA II Powerboat
Chris Hopper					Y	Y	Y	
Penny Senior			Y 17		Y	Y	Y	
Julian Sondheimer					Y	Y		
Andy Mason					Y	Y		
Geoff Peattie					Y			
Philippa Sondheimer					Y			
Debbie Blackmore		Y 12						
Charlotte Hook		Y						
Nic Feaver			C		Y 94			
Jon Garner		C 11						
Nick Dolman		C						
Annette Bartlett		Y 17						
Patsy Lamb		C 17						
Liz Gray	Y 17							
Ange Scott	Y 17							

Clair Ponting	Y 17							
Abi Shears	Y 17	C 18						
Andy Haines	C 18						Y 2018	
Carol Friend	C 18							
Nick King							Y 2018	
Daisy Green	C 18						Y 2018	

Key:

Y – qualified (+ year) C – did the course but hasn't qualified yet B – booked on course (+year)

Results

Matters Arising

Blade allocation

Coaching cost contribution

Junior Coordinators Report:

General

Land training will start on 2nd October (6pm – 7:30pm). We are starting Thursday training at 5pm to make the most of the light for a few weeks. Sculling club has started again.

Capsize drill

This is booked for 20th October.

Results

Matters Arising

None

Membership and Subs Report for October 2018

Note: The financial information below is based on the membership spreadsheet dated 8th September and the membership information is based on the situation at 23rd September – the date of writing.

Membership

The membership is as follows:

Membership type	No of Members
Full	126
Coach	2
Student	4
Vac Student	10
Junior	42
Taster only	2
LTR taster + course	14
Junior family membership 1 parent	7
Junior family membership 2 parents	2
Bath Spa	14
Leavers this FY	59
Total excl leavers	223

Notes

Bath Spa University RC was affiliated with our help in early 2018. Abi Shears, a member of Bath Spa and Avon County was the driving force. The Bath Spa numbers are very variable; 14 is the number who raced in Bristol Avon and for whom Bath Spa have paid during the current FY. As soon as term starts we shall have different numbers.

Subs etc Income

There are 3 categories of regular income:

- Subs and rack rent income – if everyone who is currently a member stays and pays for the whole year the income would be £41,000. Money collected to date is £22,000.
- Some people (actually 6) make a monthly donation toward a boat fund. Money raised so far this year is £342 and in a whole year would be about £600. If anyone else would like to contribute, this can easily be done through GoCardless.
- Donors – These are people who don't row any more and have left their standing orders running in order to make a donation to the club. This runs at about £150 per month (although two of the donors are racking boats) so £1800 per year.

GoCardless

We take about £2200 per month via GoCardless. Although it brings its own problems, it does make the membership money easier to manage and everyone is encouraged to sign up. We have 111 people paying by GCL at the moment; some are paying for more than one membership.

Philippa Sondheimer, Membership Secretary

AVON COUNTY ROWING CLUB					
Financial Report for Committee Meeting on					
1 October 2018					
1. BANK BALANCE		This report (01/10/18)	Previous report (03/09/18)	Change	
	Interest rate				
Current account - General		37,910	32,053		5,857
Current account - Captain		1,726	1,726		0
Deposit account	0.07%	950	950		0
100 Club account		1,279	1,279		0
CAF Cash account		6,423	5,851		572
CAF Gold account	0.15%	77	77		0
Virgin Money account	0.75%*	17,806	17,806		0
Total in bank		66,173	59,743		6,430
General excludes subs standing order receipts since 08/09/18					
There are also accounts for ACRC events: HSBC (all except Bristol Avon Regatta), NatWest (Bristol Avon Regatta)					
* from 01/09/18					
Debtors: Entries & gym/landtraining		797	1,992		(1,196)
Debtors: Kit		277	668		(391)
Total entries & kit debtors		1,073	2,660		(1,587)
2. MAJOR INCOME & EXPENDITURE ITEMS SINCE LAST REPORT					
(excluding normal routine items)			Amount		
Bristol Empire Dragons contrib to insurance excess Nymphadora			250	income	
Moorings (#1 Oct-Dec, #2 Oct-Dec @ £100 per month)			600	income	
3. IMPENDING MAJOR EXPENDITURE/INCOME					
			Amount		
Boat insurance renewal			8,200	approx	
Nymphadora repair			1,470		
Nymphadora insurance claim			970	income	
New boat 4+			16,000	approx	
Derek Roy refurb/repair			4,062		
4. FINANCIAL ISSUES					
Tasters/Learn to Row since January 2018:					
Tasters	510				
LTR	4,530				
Silver memberships bought (37)	(1,129)				
NET	3,911				