



# AVON COUNTY ROWING CLUB

## MINUTES

### **Committee meeting held at Saltford Rowing Centre, Saltford Monday, 12 December 2016, at 7:30pm**

**Present:** Julian Sondheimer, Philippa Sondheimer, Debbie Blackmore, Antony Constantinidi, Jim Dawson, Penny Senior, Jon Garner, Liz Gray, Helen Willcox

**Apologies:** Clair Ponting, Patsy Lamb

**Minutes of Last Meeting** – approved and adopted

**Update Action List (attached)** – Agreed to check life jackets when doing the annual safety audit.

Penny to ask again in RN for anyone with First Aid qualifications.

Penny to review recent amendments to Flood Plan. When complete, Debbie will post a new version on the Safety Notice board.

Jon will clip the foliage around the railway bridge over the holidays.

#### **Reports (attached) –**

Captain and Juniors - Committee agreed to send the men's eight to Janousek for centre section repair and a respray. Cost estimated at approximately £4,000.

We have not had the invoice for the weights from Parveen yet. We can't apply for the WAGS grant until it is received. Julian to chase.

Men – We will 'advertise' in RN for a new men's co-ordinator.

Women – No matters arising

Novices – No matters arising

**Management Committee Issues** – Antony has reiterated to Canoe Avon that the BMC's contribution to the Alan Gallop memorial was offered only on the condition it was a bench, rather than a covered structure.

Antony has ordered the defibrillator.

Coaching courses will be run on site in January, February and March – limiting access to the clubroom. All tenants have agreed.

**Safety** – No matters arising.

**WAGS AGM Update** – Other clubs rowing on CART water are experiencing the same issues with boat licensing requests as we are. And bank clearing efforts from CART are non-existent. Avon County contributed to a WAGS survey on boat licensing, which was supplied to BR to help inform their meeting with CART on 13th December, which is being held at an executive level. Any decisions reached will no doubt filter down to us at some point.

There was a discussion about incorporating as a company Limited by Guarantee. Antony explained that if we were to incorporate our accounts would have to be filed in accordance with strict Companies House guidelines, requiring the buildings to be listed as assets on the balance sheet. It is felt this would be confusing for our members and be somewhat misleading. The Trustees do not feel incorporating is necessary. They could only be sued if they were found personally negligent. But it was agreed this issue should be reviewed annually at the AGM as part of the Trustee's Report.

It was also noted that the club's income is well below the HMRC bands for income generated both by subscriptions and 'other income' (ie, event fees). We are in no danger of running afoul of HMRC in this area.

In terms of CASC requirements, we have done a review and we also comply with the requirement that over 50% of the membership should be regularly participating in rowing or volunteering.

**Events –**

Avon Autumn – Estimated profit in the area of £3500. The event ran smoothly with no safety, umpiring or welfare issues. Given the unreliable weather in mid-November, the organizing committee have decided to continue to run it as a Big Boats (4's and 8's) event in future.

Avon Spring – Plans proceeding to test the new BR points system.

Bristol Avon Regatta – First meeting planned for January. Will probably also be testing the new points system.

**Finance and Subs (attached)** – Outstanding dosh balance is declining. Patsy's efforts at debt collection in the women's squad have been quite successful.

**New Members** – Juniors: Morgan Willment Locock Full: Tanya Griffiths

**Any Other Business –**

PSon – Graham Davidson (CoB) is trying to co-ordinate local masters into racing crews. There is a First Aid for Rowers course being run at the club on 26 February at a cost of £55pp. A group of female gig rowers based in Bristol – called All Aboard Ladies – have expressed an interest in trying rowing. Philippa has replied to their email request, but nothing further has developed.

**Date and Time of Next Meeting** – Monday, 30 January 2017 at 7:30 pm

**Avon County Rowing Club Committee Action List**

	Action	Date	Who?	Status
Safety	Organise a safety session for parents	09/05/16	Pascale	
Safety	Check life jackets periodically?	09/05/16	AT	
Safety	Club first aiders list – ask in RN	09/05/16	PSen	
Safety	Add flood plan notice to RN – where it is	09/05/16	PSen	
Safety	Email Cameron re weekend racing and cox boxes	09/05/16	PSen	
Equip	Paint new sets of blades (rowing & sculling)	02/03/09	PL, RL	Started
Equip	Investigate Stewards Charitable Trust for junior equipment	26/3/12	PSen	
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 – may go in mezzanine instead	28/7/14	?	
Equip	Create a priority list of boats to be mended	13/10/14	PSen	
Equip	Boats need cleaning	23/3/2015	All	
Equip	Sell Gudgeon – advertise at ASH	19/10/15	DB	Started
Equip	Find a new home for big buoys - sell or rehome	09/05/16	DB	Started
Equip	Blade painting week – add to list of jobs needing doing	6/16		
Equip	Check which bits are broken on cox boxes	09/05/16	DB, JS	Started
Equip	Clear West Wing of unwanted items to make room for weights!	19/07/16		
Equip	Nag re overtightening nuts - RN	13/12/16	PSen	
Admin	Ensure all boats have AVNxxx numbers, including the launches	21/3/11	PSen	Started
Admin	Chase subs debtors/annual subs round up	08/06/09	Psond, Psen	Started
Admin	Chase people who need DBS clearance – check with Shay	16/6/14	PSen	Started
Admin	Publicise Flood plan – pin doc to facebook	04/04/16	PJ	
Admin	Set up phone emergency list (e.g. help preparing for flood)	04/04/16	HW	
Admin	Carrier bag tax	04/04/16	CP	Started
Admin	Email Helen and Claire how to update website	04/04/16	PSen	

Admin	Google calendar for SRC – need link for RN	04/04/16	GB	Started
Admin	Moan more about dosh o/s	03/10/16	Co-ords	Started
Admin	Ask BR to negotiate boat licenses	03/10/16	PSond	Asked
Admin	Look through new members list and sort out muddles	03/10/16	CP, PSen	Started
Admin	Nag Parv re invoice for weights	13/12/16	PSen	
Admin	Men's coordinator – add RN	13/12/16	PSen	
Admin	Note in RN re notification of damage in facilities block	13/12/16	PSen	
Admin	Events a/c (HSCB) get online access	13/12/16	DB, JD, PSond	
Admin	Chase junior forms – see joiners & leavers note	13/12/16	PSen	
Admin	100 club note for RN	13/12/16	JS	
Admin	River Users – 3 meeting a year – volunteer – 24 <sup>th</sup> Jan? - RN	13/12/16	PSen	
Admin	First aid course at club – note for RN	13/12/16	PSond	
Site	Clear near bridge foliage that gets clipped by trailers	07/12/15		

#### Held:

Misc	Change club to a limited company – hold for now			
Misc	Sort out moorings			
Site	Rain water tank for West wing?	29/7/13	AC	

#### Captains report:

##### Equipment - Repair

Cyrano has a new fin, fitted by Graham.

I think we should get Penny refurbished. The center section needs to be mended properly so if we are to be without it anyway, this is the time. It costs £2,532.00 for a full respray but there will be additional work nec to sort out the bows and stern, as well as the center.

All the ergos have been serviced. One has since broken but I'm not sure what exactly is wrong with it.

##### Blade painting

It's winter! Any that need doing probably need to go home with someone to their nice warm garage.

##### Outstanding Dosh

List has been published. Arguments and payments therefore in progress!

##### Coaches

I think 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	L1 S&C	L2 S&C	L3	IA	Bronze	Silver
Chris Hopper						Y	Y	Y
Penny Senior				In progress		Y	Y	Y
Julian Sondheimer						Y	Y	
Andy Mason						Y		
Chris Blunt						Y		
Geoff Peattie						Y		
Philippa Sondheimer						Y		
Andrew Havers		Y 10						
Debbie Blackmore		Y 12						
Parveen Jones		Y	Y					
Charlotte Hook		Y						
Mary Thorne		Y						
Nic Feaver				C		Y 94		
Jon Garner		C 11						
Nick Dolman		C						
Annette Bartlett		Booked 2017						
Patsy Lamb		?						
Liz Gray	?							

Ange Scott	?							
Andy Haines	?							

### Matters Arising

Coaching update  
Penny refurb

#### Junior Coordinators Report:

### Weights

The rest of the WAGS dumbbells/kettlebells have arrived but have yet to be unwrapped. Now I have stopped gallivanting I will get on with this and spec'ing their new home.

### Land Training

Still going well although numbers are dropping as Christmas approaches.

### GB Hopefuls

Carla May was 20<sup>th</sup> and Molly Churchman 38<sup>th</sup> at Boston. Carla has subsequently withdrawn from the process.

### Results

#### Avon Autumn

J15 4X + Finnola, George, Will I, Charlie and Scarlett  
WJ13 4X+ Ellie F, Victoria, Finnola, Jess and Will I

Wycliffe SBH  
W 2X Molly, Carla  
W J18 2X Bria, EllieMc

### BR Indoor Champs

Year 9 (WJ14) Finnola

## Women's Squad Report, November 2016

### Races

#### City of Bristol Head

WNov 8+ (raced as WIM3) Ann Simpson, Laura Steen, Patty Mitchel, Clair Ponting, Marian Lovell, Brenda Baker, Sue Copperman, Dawn Biggs coxed by Liz Gray

WIM3 8+ Abbie Rees, Ang Ellis, Patsy Lamb, Sam Bennett, Ruth Bardell, Charlotte Williams, Laura Wilshire, Laura Deakin coxed by Ang Scott

#### Fours Head

WMasD 4x Fiona, Jo H, Di and Philippa.

#### Avon Head

WMasC 8+ Fiona Lambert, Philippa Sondheimer, Andrea Benham, Debra Hearne, Ruth Bardell, Di Walker, Jo Elliott, Jo Hardy coxed by Rhi Edwards

WIM2 8+ (raced as WIM1) Abbie Rees, Ang Ellis, Patsy Lamb, Sam Bennett, Ang Scott, Charlotte Williams, Laura Wilshire, Laura Deakin coxed by Helen Wilcox

WNov 8+ (raced as WIM3) Ann Simpson, Laura Steen, Kate Harvey, Lesley Wood, Marian Lovell, Liz Gray, Sue Copperman, Dawn Biggs coxed by Charlotte Hook

WNov 4+ Rhi Edwards, Martine Duggan, Hannah Teague and Ruth Bardell coxed by Nic Feaver

### Coaching/Coxing Course

Several of the women's squad attended the Coaching from the 9<sup>th</sup>/5<sup>th</sup> Seat training at the end of the month. The course was really good and one attendee was keen to apply the new knowledge with a novice women's eight the following weekend, and others I'm sure, are also using their new knowledge with existing crews.

**Erg Sessions**

Members of the women's squad continue to attend the erg sessions on a Monday and Tuesday evening, with some of the new novices now also attending.

## Squad Development Day

Unfortunately the squad development day didn't go ahead as planned. There is an ongoing need for more coaching in the women's squad.

## Beginners' Report

Nothing happening on LTR except the odd enquiry. Will start to contact waiting list mid Jan.

LTR Aug novice men. One left my 4 due to family and life commitments getting in way. He is hoping that he can rejoin in the future when time permits.

Of the remaining, no-one has seen Piotr for weeks (query whether he might have left) the 2 younger guys have teamed up to double on Sundays early when available and then to do 4 outing also at 10.30 Sunday.

Bob, Michael and James are progressing well and remain enthused and talking about racing at CoB & ASH. They will be joined by either Rob or Mike Carter from April LTR. Bob is coordinating this crew with CLP coxing them every Sat and/or Sun.

They are regularly turning up for Andy's wed erg session and the 8.30 vets session on Sundays.

All in all a happy bunch of guys!

## Subs and membership reports 2016- 2017

Subs "forecast"	Club membership	Club mem target	BR membership	BR mem target	Basis of report	Meeting
	185	196	135	143	Year end prov	4 April 2016
35,000	191				April provisional	9 May 2016
36,300	184	197	133	144	April spreadsheet	7 June 2016
39,724	197	198	129	144	May spreadsheet	18 July 2016
39,561	202	199	129	145	June spreadsheet	18 July 2016
39,842	200	200	129	145	July spreadsheet	3 October 2016
39,886	198	201	138	146	Aug spreadsheet	3 October 2016
40,018	198	202	132	147	Sep spreadsheet	November 2016
40,229	198	203	131	147	Oct spreadsheet	November 2016
40,490	205	204	124	148	Nov spreadsheet	December 2016

## Notes

**General** - The subs forecast does not include rack rent which is about £1200 per year. It also does not include the money from the donors ( which might stop at any time but is currently about £2000 per year.

**April figures** - The fall in membership reflects the policy of reclassifying as donors people who are not rowing and are now paying an out of date subscription.

### **June figures -**

- a) People declare ACRC as a second club but do not pay; is the committee happy with this?
- b) We are falling behind with BR licence numbers. I have not been very good about encouraging adult beginners to get licences but I expect them to do so for Upton and the local Heads.
- c) Debts from last financial year pretty much sorted with one notable exception, who has received a letter.

### **July and August figures -**

These do not look good as:

- a) there are a lot of people on the October joiners list and they are not in the figures yet
- b) the BR registrations pre-date the recent increase in people racing at Upton and Monkton
- c) on my queries list I have over 40 names of people who are not paying the right amount and only one is over-paying!

### **September figures**

Bit of a muddly month as summer beginner joiners start paying even though they have not been through committee and are not really members.

At this point a subs queries list was compiled. It contained 53 adults and 43 juniors. Of these, 14 adults and 4 juniors had updated their subs post April but not transferred the difference to the club.

But a milestone has been passed in that SO income is now over £3000 per month.

And where have the BR members gone? If October is still bad, need to take a detailed look.

### **October figures**

A big effort has been made to ensure that this spreadsheet, at the six-month mark, is as accurate as possible.

As you can see, the membership is static; in spite of about 30 new recruits over the summer, joining in October, it is also the case that about 30 people have been taken off the list, many of whom did not bother to say goodbye.

BR membership is still below target.

A few of the 96 subs queries have been resolved, many of the people being deemed to have left.

### **November figures**

The BR membership needs a look.

People who were late increasing their subs to the current rate have had the money added to their OS dosh when they finally made the increase. Some people have still not responded.

AVON COUNTY ROWING CLUB							
Financial Report for Committee Meeting on 14 November 2016							
1. BANK BALANCE			This report (14/11/16)	Previous report (03/10/16)	Change		
	Interest rate						
Current account - General			14,549	12,776			1,773
Current account - Captain			3,256	3,256			0
Deposit account	0.05%		949	949			0
100 Club account			794	794			0
CAF Cash account			6,410	2,647			3,763
CAF Gold account	0.05%		777	777			0
Virgin Money account	0.50%		17,608	17,608			0
<b>Total in bank</b>			<b>44,343</b>	<b>38,807</b>			<b>5,536</b>
General excludes subs standing order receipts since 08/11/16							
There are also accounts for ACRC events: HSBC (all except Bristol Avon Regatta), NatWest (Bristol Avon Regatta)							
Debtors: Entries & gym/landtraining			1,670	722			947
Debtors: Kit			877	706			171
<b>Total entries &amp; kit debtors</b>			<b>2,547</b>	<b>1,428</b>			<b>1,118</b>
omits Pangbourne							
2. MAJOR INCOME & EXPENDITURE ITEMS SINCE LAST REPORT							
(excluding normal routine items)							
				Amount			
Medals for events (balance)				1,650			
Duck race and barbecue				919	income		
3. IMPENDING MAJOR EXPENDITURE/INCOME							
				Amount			
oars (4 sets Junior sculling) (may not be needed)				2,000			
2-x for men				7,800			
4. FINANCIAL ISSUES							

