



# AVON COUNTY ROWING CLUB

## MINUTES

### **Committee meeting held at Saltford Rowing Centre, Saltford Monday, 3 October 2016, at 7:30pm**

**Present:** Parveen Jones, Clair Ponting, Julian Sondheimer, Philippa Sondheimer, Jon Garner, Debbie Blackmore, Antony Constantinidi, Jim Dawson, Penny Senior, Patsy Lamb, Liz Gray

**Apologies:** Helen Willcox

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

**Update Action List (attached)** – Antony to select a defibrillator and obtain Monkton and UBBC approval for its purchase.

#### **Reports (attached) –**

Captain and Juniors – Outstanding debts continue to be a significant problem. Penny will send Julian an updated version of her 'dosh outstanding' spreadsheet, which he will then sort and distribute to Parveen and Patsy. The squad co-ordinators will then be responsible for chasing debtors, as firmly as is deemed necessary.

Men – No matters arising

Women – There is a squad meeting scheduled for 8<sup>th</sup> October. Patsy thanked Philippa for organizing the novice women who finished their Learn to Row course but were not assimilated into the squad.

Novices – The current session of Learn to Row has gone well, and all graduates will be passed on to the respective squads after the Clash of the Clubs race on 16 October.

**Management Committee Issues** – Bodmans are scheduled to remove the reeds from the pond when they attend the site to close off our outdoor tap and install a tap in the UBBC boathouse.

Agreed to obtain a quote for fire sensors in all boathouses. Antony will proceed with this, and obtain the necessary Monkton and UBBC agreement.

**Safety** – Agreed additional wording for the Safety Policy as follows: *Members should only use club equipment if they are fit to do so.* Subsequent to the incident outlined in the attached Safety Report, we felt it necessary to reinforce that members with undisclosed medical conditions are responsible for their safe enjoyment of the sport.

#### **Events –**

Aspire Running Club – agreed to allow Aspire to run through the grounds on two dates in summer 2017, subject to receipt of public liability document, two marshalls at either end of the railway tunnel, and no further painting of arrows on the concrete. Debbie will advise Aspire of the terms.

Boat Licensing – Canal and River Trust (CART) are now asking us to license our boats every time we apply for an event licence. Until very recently we understood that British Rowing was negotiating a blanket agreement with CART and we have replied to CART's queries accordingly. We have just learned that British Rowing has ceased any negotiations. We agreed to request formally that British Rowing reopen these negotiations, and Philippa will write to Alan Meegan to get the process started.

Bluefriars – 170 entries so far, and almost enough helpers.

Club Dinner – 45 people confirmed. Fewer than last year, possibly due to recent Duck Race event. Philippa suggested we need to co-ordinate the timing of social events a bit better to prevent this type of conflict.

Avon Autumn Head - first planning meeting held. Everything is proceeding to plan. Jim has spoken to the owner of Barnsdale Park field and the Riverside Inn, both of whom are happy to let us use their respective facilities as usual for this, and all other, events.

Avon Spring Head – The committee agreed that Jim Dawson should proceed with adding two new signatories – Philippa Sondheimer and Debbie Blackmore – to the HSBC bank account for events. We are not proceeding with the CAF account as discussed in July because they have instituted a monthly service fee.

Clash of the Clubs – side by side racing on the straight between Minerva and Avon beginners, to be held 16<sup>th</sup> October at 10:30.

**Finance and Subs (attached)** – No matters arising

**New Members** – Junior: Didier Bazin, George Duncan, Ruby Kirk, Sami Mitchell, Xavier Vaudin, Archie Brook, Annabel Grant, Beth Howard, Julia Nosek, GT Reeves, Joe Townsend, Z Weeks

Full: Jack Bracher, Rikke Carmichael, Julie Coles, P Czajewicz, Kirsty Dougall, Michael Dugdale, Martine Duggan, Bob Friend, Carol Friend, Victoria Gosden, Huw Glover, W Heath, James Hubbard, Daniel Jones, Maggie Lyons, Donya Nihal, Chloe Penman, Katie Peters, Katie Pyatt, Nicola Reynolds, Hannah Ridgeway, Susan Roles, Deborah Smith, Patricia Sullivan, Hannah Teague, Milly Thwaites, Anna Welbourne, Nicole Etheridge

Agreed to accept membership forms where the 'signature' field contains a typed name rather than a signature.

**Any Other Business** –

AC – Still in fee negotiation with Darrell Pickup (Saltford Marina) for the two moorings to be established downstream of our pontoons.

AC – The scheduled bank clearing to be carried out by CART and club volunteers did not take place. After inspecting the river, particularly the section upstream of Minerva, CART have concluded they will have to arrange third-party assistance, as the CART boat available is not suitable for the task. They will come back directly to us when they have arranged for a boat, and we will then chase up the necessary volunteers.

AC – asked if there were any objections to the Gloucester member of their Fours Head crew paying monthly subs for a short period of time. There were no objections.

JG – will find out under which CART area Avon falls, and hopefully get some contact details.

PSon – WAGS AGM to be held in clubroom on Sunday 20<sup>th</sup> November at noon.

PSon – are we interested in twinning with a German rowing club, with a view to them attending our events and vice versa?

JS – asked if Antony could provide a list of outings when the vet men will use Victor between now and the Fours Head. Victor is in great demand at the minute!

CP – will begin work on a newsletter

PJ – WAGS will run a L2 coaching course at the club in April. Penny asked if a Session Coach course could be run, and could the course(s) be moved to earlier in the year. Parveen to check and let Penny know.

PSen – Llandaff RC have asked our juniors to join forces with theirs for a training camp in France this summer. If it goes ahead, and if the venue is suitable, Penny wondered whether the adult members might be interested in the following year – juniors one week, adults the next.

**Date and Time of Next Meeting** – Monday, 14 November at 7:30 pm

## Avon County Rowing Club Committee Action List

	Action	Date	Who?	Status
Safety	Organise safety meeting with other clubs on Saltford reach Monthly report to committee please.	24/1/11	SL	
Safety	Implement some of the items on safety list of non-conformance – circulate again	13/2/12	SL	Started
Safety	Organise a safety session for parents	09/05/16	Pascale	
Safety	Check life jackets periodically?	09/05/16	SL	
Safety	Club first aiders list	09/05/16	PSen	
Safety	Add flood plan notice to RN – where it is	09/05/16		
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	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	Trailer tyre pressure – write on trailer	09/05/16	PSen, AC	
Equip	Find a new home for big buoys - sell or rehome	09/05/16	PJ	
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		
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	Dig out Trust deed thingy	28/7/14	AC	
Admin	Apply for funding for defib	19/10/15	CP, DB	Started
Admin	SRC calendar page link – for RN and on website	18/01/16		
Admin	Publicise Flood plan – pin doc to facebook	04/04/16	GB	
Admin	Set up phone emergency list (e.g. help preparing for flood)	04/04/16	HW	
Admin	Carrier bag tax	04/04/16	PJ	
Admin	Update website? Mail how to get to members area of website	04/04/16	DB	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	Check row safe guide for info on kids	09/05/16	PSen	
Site	Clear near bridge foliage that gets clipped by trailers	07/12/15		
Educ	Coaching education	07/12/15	PSen	

### 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	

### Complete:

Equip	Look at PSen stern	19/07/16	PSen	Complete
Equip	Buy some life jackets	19/07/16	PSen	Complete
Events	Organise dinner	6/16	Psond	Complete
Events	Organise a timing practice to check out software	19/07/16	JS, PSen	Complete
Rowing	Sort out a rowing lecture/seminar/training day for novices	19/07/16	HW, PSen	Complete

## **Captains report:**

### **Equipment – purchase**

Women's blades have been set up but still need painting - I think Patsy is on the case.

I have bought some new life jackets. The plan being to check all the old ones and make sure they are usable - then store them so we have extras when we run events.

### **Equipment - Storage**

The doubles uprights are now OK - thanks racking team.

### **Equipment - Repair**

'Cheerful' has returned from the menders - and looks pretty much new now! I will be sending others off as well.

Charlottes stretcher snapped - we have a new one but now she needs a new port A frame - I think it must have been damaged at the capsized drill.

### **Blade painting**

Several have been done but this seems to have stopped now!

### **Outstanding Dosh**

Large debts continue to be a problem

### **Results**

Sorry haven't got time to look but we won lots at BEW and GLR

### **Matters Arising**

Debts

## **Junior Coordinators Report:**

### **Weights**

I have collected the donated weights - very useful! I have set up the dumbbells with more appropriate weights on them for the exercises we do and they are being used. Once we start S & C in earnest I will have a better idea of what else we need - we have purchase 3 pairs of fixed weight dumbbells with the WAGS grant so far.

We are looking at putting a locked cupboard opposite the gym (below the 'Pidgeon holes') to keep the weights in.

### **Junior Beginners**

We started another 14 off at the beginning of September - about 10 of whom look like they're sticking with it or have joined.

Many of those who started earlier this year are racing at Monkton.

### **Capsized drill**

We ran a drill in September. 42 were booked in but only about 34 turned up - which was annoying as I was really worried about getting through that number particularly as a couple of coaches dropped out at the last minute. c'est la vie.

### **Land Training**

Will start next week. We will be using the club room on a Tuesday and the club gym on Thursdays. We'll have to see how Tuesdays go.

### **Fundraising Duck Race and Barbeque**

This went really well - and made in excess of £900.

### **Results**

ditto above

## **Men's Squad Report – Oct 16**

### **Races:**

Good racing over Summer with a number of crews racing at Llandaff and Gloucester. Well done to beginner 4+ for a very good days racing at Upton. A number of crews looking to race at Monkton and Avon Autumn.

### **Crews:**

Things are in a reasonable place with new members being found suitable homes. Thank you to Debbie for continuing to coach the IM3 8+. They continue to improve and are planning to race VESTA next year.

Nic has kindly volunteered to work with a mens crew. She is currently working with the Nov 4+ (whose children kindly cox them). With the view that when the new group of beginners join the men's squad they can also row a four at the same time and share coaching, work together etc.

Thank you to the Sunday morning men who have homed a few other beginners.

Andy has proposed an erg training plan although I am aware other crews are following different programming.

Wednesdays 18.30: Mens Ergs

Saturday 9.00: Nov Four (Derek Roy, and soon George James also- Nic Coaching)

Saturday 10.30: IM3 eight (Penny Senior, Debbie's crew)

Sunday 8.30: MasD eight (Penny Senior and often a pair or two).

### **Things Moving forwards:**

- Consistency in land training
- Consistency in coaching
- Fundraising for new double

**Matters Arising:** None

## **Women's Squad September 2016 Report**

The women's squad has elected a new coordinator, Patsy Lamb. Patsy will now take over the role of coordinator from Helen Wilcox who has stepped down after three successful years of managing the squad. The squad gave Helen a lovely thank you at the end of season get together, in the form of a Chinese Buffet at the Clubhouse. A lovely evening was enjoyed by all and I hope to repeat this social event at the end of the head season.

Before her departure, Helen organised a very successful coaching day – Saturday 3<sup>rd</sup> September. The focus was on body posture and the day was supported by Jon Gardner who coached from the launch. Helen, Patsy and Ang Scott coxed, two eights in each of the two sessions that took place. Verbal feedback from participants on the day was very positive. The plan is to continue regular coaching weekends on a bi-monthly basis.

First task of the new coordinator is to coordinate crews for the head season, using preferences regarding local/national races and boat size, kindly gathered by Philippa Sondheimer, although several crews seem formed and working well together. There are also several women coming through from the current Learn to Row course after the 'Battle of the Clubs' on October 16<sup>th</sup>.

From the current squad, several members (16 so far) have volunteered for coxing which is excellent. 3 of those are experienced, 4 have already attended Debbie's training, and Debbie will once again run this course, which the remaining 9 will be encouraged to participate in.

Several crews were entered for Gloucester Regatta, which took place at the end of August. WMasC 4+ (x3), WMasB 2x, WMasF 2x and a Mx MasD 8+ Crew. Winning crews were: WMasB 2x Sal & Nic, and the Mx MasD with the female component being Sal, Nic, Helen and Kath, coxed by Abbie Rees.

Crews entered for Monkton Small Boats Head are so far:

WIM3 4x- Patsy Lamb, Suze Eyles, Ang Ellis and Abbie Rees

WNov 4+ Ruth Bardell, Andrea Benham, Chloe Penman, Ashley Brown, coxed by Philippa.

WMasB 4+ Liz Gray, Lynne Miller, Charlotte Williams and Kate Bevan, coxed by Rhiannon Edwards.  
WMasC 4x- Philippa, Jo Hardy, Jo Elliott and Fiona Lambert  
WMasE 4+ Sue Cooperman, Marian Lovel, Brenda Baker, Ann Simpson, coxed by Liz  
WIM2 4+ Kath Fincane, Helen Gadsen, Nic Feather, Parv Jones, coxed by Sal Lewis

Some of the women's squad are also taking part in the Clash of the Clubs the next day, racing a Master's Novice Crew against Minerva.

## **Report of the Beginner Coordinator, Clair Ponting October 2016**

We started the 'Autumn' learn to row on the weekend of 13/14 August. Originally the spreadsheet contained 94 enquiries, 41 booked onto the taster sessions held on 13/14 and 20/21 August. There were 2 no shows only on the first weekend. 1 decided after the first session that he didn't have the time spare/available to commit to the course or rowing at the moment but wishes to remain on the 'interested' list to try again next year.

2 decided that it wasn't for them after the 2 free taster sessions. 4 more have not been replying to emails and have not joined the club.

I will be handing over 10 men to the men's squad of which 2 men are already rowing regularly with the vet mens squad on Sunday mornings. Out of these 10, 1 maybe 2 would like to concentrate on singles/doubles as their priority, the rest are all happy to train as much as possible with a view to racing in crews. Some of the men would like to form a four to race and train together with along with one man from the April LTR course. This is only musings amongst the LTR men at the moment but they seem keen to implement it and to have CLP as their cox!

The women vary in ages and abilities. 1 LTR lady raced at Upton after less than a month of rowing and she has continued to train with both squads.

Some ladies are finding it challenging and therefore at the moment do not feel able to race, including competing in the Clash of the Clubs, until they have improved.

At least 2 ladies prefer sculling and would like to make this their main focus but would also like to train in crew boats if needed.

12 of the squad attended the capsized drill, 4 attended the AGM and around 6 are going to the Annual Dinner that Philippa is organising on 8 October.

Some have tried coxing - to varying degrees! Most are keen at least to have a go although perhaps not until they know the sport better.

I am now coxing regularly and, I have to admit, I'm quite enjoying it! A few of the ladies want to form a crew and want CLP to be their cox/coach and are prepared to fight the men's crew! If both crews can fit their training around each other and CLP's commitment to her crew, and if the coordinators agree, CLP is prepared to do both!!

All have loved the course and believes that the club is friendly, welcoming and they thank all of the coaching team for all the time they have dedicated to them in order to progress to what they are now - they can't believe that they have progressed so quickly to what they are now but without feeling rushed.

Thank you very much to the coaching team of Philippa, Julian, Liz, Charlotte, George, Ivor, Will, Simon, Patsy and Peter Lewis without whom, I could not have run such a successful course. Also thanks goes to a few of the women's squad who has filled in as needed. I have been very well supported and helped by Penny, Debbie and Philippa with information, pointers and they have given me the confidence to undertake this daunting prospect, which whilst taking up a great deal of time, I have enjoyed immensely.

The squad as whole have bonded very well and we have even had a little get together at the pub. Some members have exchanged email addresses and mobile numbers and are socialising outside of rowing. They are a really great bunch.

The Clash of the Clubs, that Philippa is organising, is being viewed as the 'graduation' ceremony of the LTR course as they will be passed onto their respective coordinators straight after this. 14 have signed up for the race, 7 maybes and the rest feel unable to take part due to unavailable on the day or feel lacking in ability.

CLP is in the process of writing end of course reports for the coordinators.

The general feeling amongst the group is that the tasters in Explore 4s worked well and may have helped with the retention rate. They can't get enough of the sport although the weather has been kind so far. We'll see how many survive the winter!!

The next LTR course is due in Spring and CLP is getting 1-2 enquiries a week already and even getting approached by people passing the club, walking along the footpath. Sunday 2 October a couple saw CLP coxing a men's Explore 4 practising racing for Clash of the Clubs and they decided that it looked so much fun they want to both have a go and get their 2 children involved too!

## Safety Report for Committee October 2016

### Incidents 2016/7

There has been one incident since the AGM on 24th September.

Date	Description	Reported online
27 Sep	Sculler fell in while trying to get into raft	2 Oct 2016

### Admin

I have advised Clive Pendry of our change of Safety Adviser and amended the Club Management part of the BR website accordingly.

It will not be long before the annual Safety Audit looms into view and this will probably require various tasks to be done, like inspecting PFDs etc. as well as filling in the actual form.

### Issues

We had a distressing incident at the club on Thursday 8th September, when an adult member became ill while on the water. Her illness related to an injury which had arisen during her time at the club so it had ( properly ) not been declared when she joined as an adult beginner.

I think this means that our practice of asking new adult and junior beginners to make a health declaration is necessary but not sufficient. I propose that we insert into our Safety Policy:

**It is the responsibility of members to declare to the club any health or medical problems which might affect them while rowing.**

Further, when people join the club, they need a copy of the Safety Policy to go to their or, in the case of juniors, their parents' email address.

## 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	199	129	145	July spreadsheet	3 October 2016
39,886	198	201	138	146	Aug spreadsheet	3 October 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!

AVON COUNTY ROWING CLUB							
Financial Report for Committee Meeting on 3 October 2016							
1. BANK BALANCE			This report (03/10/16)	Previous report (09/07/16)	Change		
	Interest rate						
Current account - General			12,776	12,782			(6)
Current account - Captain			3,256	2,259			997
Deposit account	0.05%		949	949			0
100 Club account			794	794			0
CAF Cash account			2,647	4,835			(2,187)
CAF Gold account	0.20% *		777	776			0
Virgin Money account	0.75% **		17,608	17,608			0
<b>Total in bank</b>			<b>38,807</b>	<b>40,003</b>			<b>(1,196)</b>
General excludes subs standing order receipts since 08/09/16							
There are also accounts for ACRC events: HSBC (all except Bristol Avon Regatta), NatWest (Bristol Avon Regatta)							
* 0.05% from 17/10/16      ** 0.50% from 29/10/16							
Debtors: Entries & gym/landtraining			722	1,266			(544)
Debtors: Kit			706	60			646
<b>Total entries &amp; kit debtors</b>			<b>1,428</b>	<b>1,326</b>			<b>102</b>
2. MAJOR INCOME & EXPENDITURE ITEMS SINCE LAST REPORT							
(excluding normal routine items)							
				Amount			
quiz night 11/03/16 (for Junior Boat Fund)				1,817	income		
3. IMPENDING MAJOR EXPENDITURE/INCOME							
				Amount			
oars (4 sets Junior sculling)				2,000			
cox box				500			
2-/x for men				7,800			
4. FINANCIAL ISSUES							