



AVON COUNTY ROWING CLUB

MINUTES

Committee meeting held at Saltford Rowing Centre, Saltford Monday, 9 May 2016, at 7:30pm

Present: Chris Browne, Debbie Blackmore, Antony Constantinidi, Liz Grey, Penny Senior, Clair Ponting, Philippa Sondheimer, Julian Sondheimer, Parveen Jones, Grace Bramer

Apologies: Jim Dawson, Helen Willcox, Sallyanne Lewis

Minutes of Last Meeting – Novice report changed to reflect that Philippa Sondheimer is looking for someone to assume full responsibility for running taster sessions and Learn to Row (rather than the administrative duties as originally minuted). Approved and adopted with noted change.

Update Action List (attached) – The non-conformance items from the 2015 Safety Audit identified by Philippa were discussed and corrected answers agreed. Philippa will amend the document accordingly.

Chris Levan is now actively pursuing the lawyers for a copy of the Trust Deed.

Penny will put the Flood Plan on the website. It is already on the Safety Notice Board.

Parveen will approach local businesses about the carrier bag tax donation scheme.

Grace has set up a Google calendar for SRC, and will ensure the necessary participants have access to it.

Reports (attached) –

Captain and Juniors – no matters arising. Parveen to see if she can get a discounted price for free weights.

Men – nothing to report. Masters and Novice crews rowing regularly. Ready to assimilate the Learn to Row graduates at the end of May.

Women – Philippa pointed out that the report submitted has again omitted the racing plans/results of a Masters crew.

Liz commented on the reluctance of many members to cox, preferring to rely on the same people to do so repeatedly. It was suggested we might try to incorporate some coxing practice in Learn to Row, although this will not address the issue with existing rowers. Sal is doing a good job introducing people to coxing on Tuesday evenings. Hopefully those who try it will carry on doing it!

Novices – Philippa will stand down as Co-Ordinator at the end of May, when the current batch complete their training. The committee expressed its thanks for her excellent stewardship of the programme, which has resulted in a significant increase in new members during her tenure.

Management Committee Issues - The treatment plant/digester is with the contractor and will be installed within the next month. This signals an end to that ominous flashing light indicating the cesspit is full – a sight none of us shall miss!

We have a quote for the repair of the A4 wall. Work will begin shortly.

Canoe Avon have asked if a memorial to Alan Gallop can be placed on the site. The SRC committee are working with them to agree a suitable structure and venue.

Safety - UBBC were using the straight for side-by-side racing on Sunday morning. With beginners and juniors on the straight at the same time, this presented potentially serious safety issues. Avon boats

were advised to stay out of the way. On Saturday their launches were trailing racing 8's at speed, creating significant wash. Usually Cameron communicates with us to determine what time is safest for this kind of practice. Penny will speak to him to determine why the communication broke down this time.

Julian asked that the (new) yellow cox boxes be reserved for use by 8's. He expressed concern that two headsets for the yellow cox boxes were not available during peak times at the immediately past weekend. The new-style connectors work better and more reliably in the 8's than the old boxes. Debbie and Julian will determine which old cox boxes/headsets are faulty, and in which boat they are faulty (some work in one boat but not another). If, in fact, we can narrow it down, Penny will see if they are worth repairing. Grace suggested retro-fitting the old ones with the new headset connectors, as that connection is the most common fault. (Note: Oarsport have subsequently advised it is not possible to retrofit the old cox boxes with the new connectors.) In the meantime, Debbie to supply Penny with a list of regular coxes and Penny will email them to advise the yellow cox boxes are to be reserved for the 8's only.

Events –

BAR - draw is out. It's the largest entry ever. Because the demand for this event is so consistently high, it was agreed to initiate a review of the event's format. A working party will be formed to consider and present options to the committee at a future date.

Annual Dinner – Philippa will organize. Venue will be Bathwick Boatman, in September.

AGM – Debbie asked for a change to previously-agreed AGM date. It is now scheduled for 24 September, at the club, at midday

Finance and Subs (attached) – The draft year-end accounts were presented. Antony asked for clarification on some minor points.

It was agreed to reclassify members who do not row regularly (eg, members who rack boats but who do not row) as donors.

New Members – Junior: Elizabeth Church, Amber Coombs, Nathaniel Gunning, William Hall-Hughes, Prateek Vanka, Anastasia Zakharova

Full: Ashley Brown, Mark Bevan, Andrea Benham, Diane Cooke, Jonathan Cooke, Kate Bevan, Sophie Charpy, Rhiannon Edwards, Victoria Hands, Lesley Wood

Any Other Business - The boat wish list previously circulated was discussed. We agreed the next purchase should be a large (90ish kg) men's convertible double, subject to ASH's funds release and a to-be-determined fund-raising contribution from the men's squad. Parveen to weigh some of the men's squad to determine what size boat would be most suitable.

Grace expressed a concern about how the 8's fit on the sliding racks. Unfortunately the location of the supporting beams in the boathouse prevent us from easily resolving the issue.

Date and Time of Next Meeting – Monday, 6 June 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
Equip	Paint new sets of blades (rowing & sculling) – ask in RN – Debbie to ask Andy to advise	02/03/09	PL, RL	Started
Equip	Investigate Stewards Charitable Trust for junior equipment	26/3/12	PSen	
Equip	Order new riggers for Restricted 1X	28/7/14	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
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 facebook page link – for RN	18/01/16		
Admin	Wesport club improvement thing	18/01/16	Psond	
Admin	Publicise Flood plan – facebook	04/04/16		
Admin	Set up phone emergency list	04/04/16	HW	
Admin	Carrier bag tax	04/04/16	LG	
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	Ask Grace to do google calendar for SRC	04/04/16		
Site	Rain water tank for West wing?	29/7/2013	AC	
Site	Clear near bridge foliage that gets clipped by trailers	07/12/15		
Coach	Need volunteer to help with JTU on Sunday - RN	23/3/2015	PJ	
Educ	Coaching education	07/12/15	PSen	
	Grace to put numbers on boards?	04/04/16		
		04/04/16		

Held:

Misc	Change club to a limited company – hold for now			
Misc	Sort out moorings			

Complete:

Captains report:

Equipment - repair

Toms decking has been repaired.
Cyrano and Gemma have been re-taped and look much smarter now.

Equipment – purchase

Women's blades are ordered but will be a while as they don't have any suitable in stock. No news.
Hmm still no news – need to chase.

Blade painting

Russel Lee has volunteered to paint blades but needs some help.

Results

Evesham

W IM3 8o Abbie, Jess, Ange E, Sam, Laura W, Laura D, Lauren, Grace and Patsy

Matters Arising

None

Junior Coordinators Report:

GB Juniors

Small boats regatta was a bit of a disaster for Carla. She was unwell in the week before and didn't complete the day.

Equipment

Dobby, Errol, Fluffy, Norbert, Pigwidgeon, Hedwig and Scabbers are all back from Janousek and look lovely.

Junior Beginners

I am aiming to start another batch of beginners in a couple of weeks.

Capsize drill

Booked for 21st May – I need more coaches to help.

Results

Evesham

J14 1X Will

J18 1X Harry

WIM2 1X Carla

WJ16 2X Molly, Bria

WJ18 4X- Bria, Carla, Ellie, Molly

Matters Arising

None

Women's Report:

No problems arising this month.

Racing

Evesham Regatta – Congratulations to WIM3 8+, Laura Wiltshire, Lauren Hurrell, Abbie Rees, Jess Beale, Angela Ellis, Samatha Bennett, Laura Deakin, Grace Bramer and Patsy Lamb.

Bristol Avon Regatta – Crews entered; 1 x Nov 8+, 1 x IM3 8+, 1 x Senior 4x, 1 x MasB 2- and 1 x MasC 4+ entered.

Crews gearing up for more regattas over the summer.

Looking forward to the new LTR women joining the squad soon and some face have reappeared from the winter hibernation joining in on Tuesday and Saturday sessions.

Sal doing a great job of organising Tuesday even roughly organised JTU and running a coxing session once a month to ensure new coxes have an outing with an experienced rower at stoke.

Beginner Report May 2016

Next Steps

I am hoping that Team Clair will be taking over the beginner courses after this one so I will:

- a) write the final report on the April course handover to Parveen and Helen
- b) hand over the list I am keeping of potential beginners for the next course, which I have been telling people will be in August
- c) stop being Beginner Co-ordinator and coming to the committee

Happy to continue coaching beginners as part of the team.

April Course

We had 39 people signed up for taster sessions. We have, with the help of a gale and a raging river at the first two taster sessions, managed to frighten away lots of them and now have 22 stalwarts remaining. They are making good progress; everyone has sculled in a quad, a couple have done doubles and the first eights outing has happened. We have a bit more sweep, the Virus test, the Safety Induction and the capsized drill (six have signed up) to go.

About half are joining the club at this meeting and we are working on the rest.

Clash of the Clubs

We have decided to run Clash of the Clubs in October again, on the day after Monkton. The original plan was to run in June but a) there was no convenient date for the organisers and b) by then the Minerva people would have been offered 5 sessions and the Avon County people would have been offered 32 sessions.

ROUGH FIRST DRAFT FOR COMMITTEE 9 MAY 2016**AVON COUNTY ROWING CLUB****BALANCE SHEET****as at 31 March 2016**

31-Mar-15		31-Mar-16	
£	FIXED ASSETS	£	£
43,883	Boats and Blades		75,798
459	Project Oarsome Equipment		367
1,595	External assets (pontoons, hard standing etc)		1,276
288	Side boathouse refurbishment		230
<u>46,225</u>			<u>77,671</u>
CURRENT ASSETS			
28,361	HSBC & CAF current accounts	20,592	
948	HSBC deposit account	949	
1,199	CAF Gold account	776	
572	CAF 90 day notice	-	
17,346	Virgin Charity deposit account	17,520	
4,448	Stock	5,093	
11,957	Debtors (routine)	9,021	
248	Debtors (pontoon cost recovery)	-	
8,174	Debtors (site dev cost recovery)	-	
<u>73,254</u>		<u>53,951</u>	
(21,467)	less: Creditors	(11,954)	
(262)	Creditors (grants not yet spent) *	(262)	
<u>(21,729)</u>		<u>(12,216)</u>	
<u>51,524</u>	NET CURRENT ASSETS		<u>41,735</u>
<u>97,749</u>			<u>119,406</u>
Represented by:			
47,786	Unrestricted Fund	87,545	
10,974	Grants not yet released to income account *	8,779	
38,989	Restricted Fund **	23,082	
<u>97,749</u>		<u>119,406</u>	

* See Note 3 (grants analysis) for a note about the treatment of grants in the accounts

** Includes funds generated by Heads, Regatta and 100 Club, not to be used for general expenditure

Based on the records produced to me, the Income & Expenditure Account and Balance Sheet as at 31 March 2015 are in agreement with the accounting records kept by the Club.

C J Levan

Dated:

DESIGNATED FUNDS

The Club Committee has determined that the balance sheet total should be divided into designated funds:

Assets used for normal day-to-day rowing club operation:		
46,225	Fixed assets	77,671
5,000	Working capital	5,000
4,000	Kit stock	4,000
<u>55,225</u>		<u>86,671</u>
Reserves for specific purposes:		
-	Opportunistic boat purchases	-
2,500	Contingencies	2,500
Reserves available for development:		
38,989	Restricted	23,082
1,035	Unrestricted	7,153
<u>97,749</u>		<u>119,406</u>

ROUGH FIRST DRAFT FOR COMMITTEE 9 MAY 2016

AVON COUNTY ROWING CLUB
INCOME AND EXPENDITURE ACCOUNT
for the Year ended 31 March 2016

Year 31-Mar-15		Year 31-Mar-16
£	INCOME	£
31,633	Subscriptions from active members	35,761
1,692	Donations (excluding for specific boat purchase)	719
2,743	Grants recognised as spent <i>(see Note 3: Grants analysis)</i>	2,195
5,050	Subscriptions and rent from associated clubs	4,299
696	Boat storage fees	719
-	- Sale of equipment	-
450	100 Club profit	300
7,741	Dividends from Heads & Regatta	6,904
337	Bank Interest	179
2,612	Profit on catering	3,443
20	Profit / (loss) on gymnasium and pool	(7)
(10)	Profit / (loss) on clothing sales	86
<u>52,963</u>		<u>54,598</u>
	EXPENDITURE	
	- Rates and Water	-
8,323	Rent and maintenance of premises	11,356
	- Security, Electricity & Telephone	-
3,293	Insurance - boats	4,548
515	Insurance - other	542
5,721	Boat maintenance	8,240
1,254	Event equipment	1,115
11,544	Depreciation and write offs	19,406
1,901	Marina mooring charges, launch fuel & repairs	1,542
313	Coaching course fees and costs	92
2,622	British Rowing and EA/Canal & River Trust fees	1,284
55	Administration costs	102
149	Web Site & Publicity	137
(40)	Regatta entry fees not recovered	58
(161)	Regatta travel costs not recovered	154
583	Elite support	1,645
-	- Sundry	477
<u>36,071</u>		<u>50,698</u>
<u>16,892</u>	Profit / (Loss) before exceptional items	<u>3,901</u>
	EXCEPTIONAL ITEMS	
29,031	Site development costs net of donations and grants <i>(see Note 4: site development)</i>	-
17,744	Donations for specific boat purchase	19,951
<u>5,605</u>	Profit / (Loss) after exceptional items	<u>23,852</u>