



# AVON COUNTY ROWING CLUB

## MINUTES

**Committee meeting held at Saltford Rowing Centre, Saltford  
Monday, 13 January 2020, at 7:30pm**

**Present:** Julian Sondheimer, Jane Day, Debbie Blackmore, Philippa Sondheimer, Odette McCarthy, Penny Senior, Jim Dawson, Patsy Lamb, Antony Constantinidi, Jon Garner, Clair Ponting, Tim Grice, Carol Friend, Will Gray, Patsy Lamb

**Apologies:** Steve Tofts

**Minutes of Last Meeting:** Approved and adopted, with the amendment that the Bradford on Avon novice event is 7<sup>th</sup> rather than 10<sup>th</sup> June.

### **Update Action List (previously circulated):**

- West wing refurb – main racks will be done on Saturday 18<sup>th</sup> Jan and rigger racks later.
- Project for digitizing club memorabilia – take off list – the man who had offered to do it then failed to respond.
- Lights in eaves – still on the list and will get done, but not a priority.
- Warning Sign on riverbank – The large CART-style sign has been installed at the lock below the club and GVH will install a smaller one there as well. The CART style “keep right” sign for the upstream side of the Top Bridge will be installed by **Antony and Jim** when time allows.
- UBBC Derelict Van – We have a commitment from the University to scrap the van once they have the necessary document, which they still have not.
- The four CCTV signs are in position.
- Launch Bay – **Antony** will look at the structure on Saturday. It might be possible to cut off some of the protruding poles but the boards or fenders on the river side of the poles to prevent crews from being blown into the upright poles will be done later.
- Emergency Contact List – **Philippa** continues work on this.
- AAH committee recruiting - Penny had forwarded a mail from a possible volunteer – **Debbie** to chase
- A load of chippings has appeared in the wrong place.

### **Squad Reports:**

Captain and Juniors – attached. Pudding Head to be turned into an Egg Head the Sunday before Easter.

Men – Report attached. 3 issues - Steve Tofts will continue as men’s co-ordinator. As he is often unavailable for committee meetings, Tim Grice as assistant will represent Steve on the committee. Issue 2 – Patsy has allowed the men to use RL but it needs man-sized shoes. It has one pair of adjustable shoes and there are four spare footplates; more footplates and shoes will be sourced as appropriate. Issue 3 – committee approval for Tideway crews will be sought when crews including coxes have been finalised. It was not clear whether City of Bris was running – [ post meeting note: it is not in the Competition Calendar ].

Women – Patsy did not submit a written report but reported that entries had gone in for Stourport and that she was organising entries for Worcester and Avon. The women were hoping to enter two eights for the Women’s Head.

Beginners/Development – The Taster Day has been fixed for 1st March and 18 people are booked on. Clair will be running a helpers’ workshop in February. The LTR will start on the last weekend in March

**Boathouse Management Committee Issues:** Antony was chasing the University for the first quarter’s rent. [ post-meeting note; rent has now been paid ].

Alarm situation – Andy Mason recommends going with the September quote from Apex. This would avoid the BT call every time the alarm is set, which would be a big saving. It would not change the boathouse broadband; the combined solution is not realistic. Julian will clarify with Apex and circulate information to the committee before implementing. With reference to the broadband, Julian said at AAH we used Steven Lake's kit which worked very well but was basically a private mobile hotspot. Julian said he would use his own hotspot.

CCTV monitors – a contractor set up the system for Lynn and Darrell and they can see the images from their own cameras. The app and codes they have sent to Odette allow her to see the cameras but not the images.

Jane Day has taken over from Odette in running the calendar.

**Welfare:** Junior coxing guidelines on the board. Please remind co-ordinators to use them.

**Safety:** ( report attached ) Completion of safety actions is listed under "Action List". Three accidents had been reported and it was noted that, with reference to the third one, a well-meaning but anonymous ex-Minerva sculler who was out walking his dog had made adverse comments about the competence of the young men who were out singling and suggested that Avon County should adopt something like the Minerva sculling grading scheme. The scheme had previously been discussed in this committee and it had been agreed that Avon County adults should be invited to carry out their own risk assessments as to whether they went on the water and if so in what boat. Avon County decided to stick with its own approach but to re-emphasize it in Rowing Notices and refer people to the "If in Doubt – Don't Go Out" notice by the sign out book.

An epileptic lady had applied to join the club. Patsy reported that the lady had been rowing for a year already. Patsy was asked to say to her that if she is happy sculling or rowing without a life – jacket, she should make sure her crew know about her condition and she shouldn't be at bow. Someone in her boat should have a mobile with them. It would also be helpful to know what we should actually do for her if she had an emergency.

#### **Events:**

AAH – Crescent and Monkton have now sent invoices so a dividend payment of £3000 can be declared. Debbie just needs the invoice for the replacement Empacher numbers. Jon is taking over from Debbie re the events bank account.

BAR – There is a meeting on Saturday 18<sup>th</sup>. It is our turn to host the West of England Challenge Vase for coxed fours which is run by Worcester, Shrewsbury, Avon, Gloucester and Hereford. 2020 will see the inaugural women's race. Names of men and women will go onto the trophy. Both crews will get the nice pots which are paid for by the five clubs. Worcester are helping with publicity about new event.

ASH – Met on Sunday 12<sup>th</sup> January and has 40 entries already. ACRC entries needed by 16<sup>th</sup> Feb, please. Policy is race once and help twice and Jon is now recruiting helpers. Coxing or rowing to make up a crew which could otherwise not race is counted as helping. Jim will be away so Alastair Watson will be Race Manager on the day.

Club Dinner –Dinner and dance evening at Bailbrook House Hotel in Bath will be Saturday, 1 February 2020. 73 people have already paid and this will be a nice number for the room/dance floor layout.

Pudding Head – now to be an Egg Head.

Verve – women going to Health and Wellness camp in September

**Finance (report attached):** The bank balance is up by £10,000 but that includes dinner money. OS dosh is down, back to about £2000. We have received the insurance premium refund. We paid £900 to repair Philippa the boat. The new double will cost £9000.

**Subs (report attached):** No matters arising.

**Admission of New Members:**

Adults – Ann Mottram, Jen Durant. Junior – Antonia Haddon

**Any Other Business:**

Antony – A second club member has now come to Antony wanting to know more about the disciplinary matter i.e. wanting a timeline and visibility of breaches which have taken place. For this and any further queries to Committee members, people will be referred to the Officers and will be given a standard reply drafted by the officers reflecting the discussion at this meeting.

Tim said that four members had approached him, all genuinely concerned about the lack of knowledge. People wanted to know why Nic's membership had been terminated and whether they could in anyway fall foul of the BR Code of Conduct. It was agreed that it was important to emphasize that a very limited number of people within the club knew what had happened and that the main work had been carried out not by the whole committee but by the Officers and, in the earlier stages, with the support of the Welfare Officer, with the backing of BR at every stage. BR had emphasised the need for confidentiality. It was important that the whole committee supported the Officers and respected the need for confidentiality.

Debbie said that in business a sacked person benefited from confidentiality but Tim said that, in this case, the confidentiality requirement derived from the BR Code of Conduct. The advice re confidentiality comes from BR Head of Governance/Governance Officer.

A club member had mailed Patsy saying she was shocked that the club had been told about all this at all; the recent mail is the first which has named Nic.

Carol asked about the legal implications of Nic's trying to get access to the site via the University and/or Monkton. There are 3 rowing clubs on the site, plus the Dragons and Canoe Avon and their members all have the right of access to the site. The rowing clubs are affiliated to BR and so are governed by the BR Code of Conduct. MNK have a zero hours contract with Nic for coaching and they want her to work some hours this term. It has been agreed that she can coach MNK at specified times; she is not a member of MNK or Bluefriars, is not allowed to store boats with them or attend the site outside their specified coaching hours. UBR are storing two boats in return for payment. As Nic is not currently a member of UBR ( where she would not be eligible ) or NSH, the University is effectively sub-letting, which is not allowed under the terms of their lease and they have undertaken to review this once provided with a copy of their sublease ( emailed Monday 13th January) . Neither UBR nor MNK officially know the reason for the exclusion. The only people who do know are those who have been told by Nic, officers and committee members who have been directly involved in the process, and the panel members. Nic still has keys to the site.

BR advise that if she refuses to leave the site we should call the police.

Nic has paid a sub by standing order in January. The committee will write asking her to cancel the SO and saying that the club will hold any money it receives from her and return it when she has cancelled the SO.

The committee acknowledged the large amount of work done by the officers and Carol and Odette ( witness at first panel ).

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Philippa – BR have set up a Volunteer Strategy Group. Based on the findings of the volunteer survey, Philippa proposed that we should add a page onto the website, to be called "Volunteering at Avon County".

Patsy Darrell has mailed suggesting adornments to the club to recognize achievements. It was agreed that answer was "yes" in principle but that the achievements would have to be very significant.

Odette – We have mice in the facilities block; Antony will bring some traps.

**Date and Time of Next** – Monday, 17<sup>th</sup> February 2020

## Captain's report:

### O/S Dosh

Has come down significantly.

### Insurance

Julian and I are checking through the list of equipment that we insure (still).

### Equipment

Clair's riggers have been repainted and reinstalled.

Pson bow has been repaired and collected – thank you Jon.

The new double has been ordered.

I have ordered some new wiring bits to try to sort out Albie's speaker system.

### Pudding Head

The Christmas Pudding Head was cancelled/postponed because the river was flooded.

### Coach/cox Education:

The L2 session coach course assessment is next weekend. A club coach course is planned for next Spring. Abi Shears passed her club coach with flying colours.

There are other courses in the pipeline but no firm dates yet.

### 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	SPC	RYA II Powerboat
Chris Hopper					Y	Y	Y	Y	Y
Penny Senior			Y 17		Y	Y	Y	Y	Y
Julian Sondheimer					Y	Y		Y	
Andy Mason					Y	Y		Y	Y 08
Geoff Peattie					Y			Y	Y 08
Philippa Sondheimer					Y				
Debbie Blackmore		Y 12							Y
Charlotte Hook		Y						Y	
Jon Garner		C 11							Y
Nick Dolman		C						Y	
Annette Bartlett		Y 17						Y	
Patsy Lamb		Y 17						Y	Y 15
Liz Gray	Y 17								
Ange Scott	Y 17								
Clair Ponting	Y 17								
Abi Shears	Y 17	Y 18							
Andy Haines	Y 18								Y 2018
Carol Friend	Y 18							Y	
Nick King									Y 2018
Katherine Greenhead	Y 19								
Susana Beatson	Y	R 19							
Marian Lovell	Y 19								
Jane Day	Y 19								
Odette McCarthy	Y 19								

Tabi Clarke	Y 19								
Kate Unwin	Y 19								
Sam Wood	Y 19								
Joe	Y 19								
Darrel S		Y							
Ivor Blackmore									Y 15
Abbie Rees									Y15
Rob Shaw									Y 08
Susan Comber	C 19								

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

**Results**

**Matters Arising**

None

**Junior Coordinators Report:**

**Land training**

Tuesdays continue to be very well attended and Thursday night attendance is also improving.

**GB Pathway**

Finnola did an outstanding 5k ergo (19:08) which placed her 7<sup>th</sup>. She has another to do in Feb. She was invited to a training day at Caversham in December but it was cancelled because of the wind.

**Newbies 2020**

Starting to plan for these now. We will start local kids off after half term at Sculling Club on Friday afternoons, and others around Easter time.

**Results**

**Matters Arising**

None

Penny

## **Men's Squad Report, December 2019 – January 2020**

### **General Matters**

The squad has now completed the mixed ability training programme on Sunday mornings. On the whole I think that this was a successful experiment. We had an average of 16-20 rowers on the water each Sunday, with coaching from the launch. The programme has made a significant improvement to rowing standards in the development squad and I'm grateful to the more experienced rowers for their support in doing this.

### **HORR/Vesta Vets**

The coaches are now in a position to select an open eight for the HORR on 21 March, and two eights for Vesta Vets on the 22<sup>nd</sup>. Once the selection process is complete we will be seeking the committee's approval for the entries and will begin training in crews from next week.

We would also like to ask the Club Captain and Women's Squad Coordinator for permission to continue to use Robin Leach for training, and for the race on 22 March. We have been using shoes from the men's fours for training in Robin. The training programme will intensify as we get closer to the race and it would be very helpful if the club agreed to purchase some dedicated sets of shoes.

### **Other Races:**

We will be using Worcester, Avon Spring and Gloucester Heads as preparation for the Tideway and hope to enter at least two eights in each race. In addition, we have entered:

- Stourport: Mas G 4-, Mixed 4x-, Mas D 2x
- Worcester: Mas B4x-

### **Committee Post**

As many of you are aware, when I took on this role I was concerned about my ability to attend committee meetings. This is due to my work schedule which takes me around the UK during the week. My concerns have been borne out and I've been unable to attend the last four meetings, and will also miss at least the next three.

This makes it very difficult to represent the men's squad as effectively as I would like. So with regret I have informed the club's officers that I will be standing down from the committee from today. However, I would be very happy to continue to support the new Men's Squad Representative in coordinating the squad's training and racing programmes. I'd like to thank everyone on the committee for their support during my brief time in post

**Steve Tofts, Men's Squad Coordinator 12 January 2020**

## Safety Report for Committee January 2020 Incidents 2019/20

Incidents since the previous meeting – start date 21 August 2019.

Date	Description	Report no
24.11.19 09:15	At New Bridge. Collision between Avn 2x and MIN 1x at New Bridge. AVN 2x: Stroke - Steve McCarthy, Bow - Darrel Samanjoul. MIN 1x – Mas male (G?) Rowing upstream through New Bridge. Collision occurred with MIN 1x who was straddling centre line. Blades collided snapping MIN 1x stroke side blade. Sculler remained upright. AVN 2x backed down provided platform and support for MIN 1x, then safely manoeuvred MIN 1x to MIN pontoon. Reported as 14615 by O'Farrell of Minerva who agreed the above account and quoted a cost of £195 to replace the blade.	14565
2.1.2020 11:00	Not far above bottom bridge, Victor ( 2 x Sondheimer, Friend, Biggs ) and wooden 2x ( GVH and AB ). The quad was on its way home, navigating downstream on the correct side of the river. Bow looked round and saw a boat coming upstream on its correct side. A little later bow heard a shout and instructed the crew to hold hard. There was a severe clash of blades as the boats passed about a blade's length apart, with the double having come over past the middle of the river. The double apologised. Everyone wished everyone else a Happy New Year and we all went home. Both members of the double apologised again at the club." No capsize, no injuries, no damage.	
12.1.2020 Early afternoon	Will Griffiths reports..... Steve was waiting at the top by the weir and I decided to go back down to the top bridge and do another lap of the straight up to the weir. Upon setting off I looked behind me and could see Steve at the top still, and knew no one else would be coming down. I set off and took another look after a couple strokes and then decided to power on taking fewer looks than I would normally, knowing that no one else would be coming down river. Whilst I was focusing on my technique going up the straight, Steve had drifted due to the fast stream and at the last minute I looked around and saw he had drifted into the middle and we were on a collision course - I held up immediately but couldn't avoid a collision. Steve's bow blade hit the sharp point behind my seat, resulting in a crack on Norbert in this location. No damage occurred to Charlotte or Steve's blade. Please accept my apologies, I should have been more observant and not assumed a clear river ahead.	

### Issues and Report Backs

- We agreed to try and put a sign either on the downstream lock or in the field, to warn boaters to navigate on the right and beware of rowing boats. The signs have been delivered and paid for. **They were in Jim's car but have they been installed? Yes one at bottom done and one at top bridge to do**
- Need to clarify whether the Bristol Uni launch-mooring construction was agreed by the Boathouse Management Group? In July we thought Antony had agreed it and we think we are getting paid for the space. **Thinking about putting extra protection so we don't get blown onto the scaffolding poles. We will not get a fender on it until the river drops.**
- How many quads and doubles do we have without backstays; the advice to Control Commission about backstays at bow is now advisory?
- We had one head injury at Avon Autumn. Please can we put the following advice in RN. If you suffer a head injury then do not shrug it off as if it were not important. If someone else suffers a head injury then take care of them. If you feel ill later then seek medical advice and explain that you have suffered a blow to the head. The effects of the

blow to the head may not appear for some days. Check at 24, 48 and 72 hours after the head injury. **Could this go in RN, please? I don't think it ever did.**

- The December 2019 Safety Alert is Keep Away from Weirs; I think we do and the weir is protected.
- HRSA Dec 2019 – we are very dangerous ( ! ) and will be receiving another award for incident reporting
- Think about river levels and what they mean for us. Do we need to change our advice ( which must still be "Do your own risk assessment " ) with the sluice broken and the new river basin upstream?

Philippa  
January 2020

# AVON COUNTY ROWING CLUB

## Financial Report for Committee Meeting on 13 January 2020

1. BANK BALANCE		This report (13/01/20)	Previous report (25/11/19)	Change
	Interest rate			
Current account - General		56,476	45,525	10,951
Current account - Captain		1,726	1,726	0
Deposit account	0.20%	953	952	0
100 Club account		1,289	1,289	0
CAF Cash account		1,213	2,063	(850)
CAF Gold account	0.15%	78	78	0
Virgin Money account	0.75%	17,996	17,929	67
<b>Total in bank</b>		<b>79,731</b>	<b>69,562</b>	<b>10,169</b>
General excludes subs standing order receipts since 09/01/20 There are also accounts for ACRC events: HSBC (all), NatWest (Bristol Avon Regatta)				
Debtors: Entries & gym/landtraining		1,577	3,752	(2,175)
Debtors: Kit		398	934	(536)
<b>Total entries &amp; kit debtors</b>		<b>1,975</b>	<b>4,686</b>	<b>(2,711)</b>

## 2. MAJOR INCOME & EXPENDITURE ITEMS SINCE LAST REPORT

(excluding normal routine items)

	Amount	income
Insurance renewal - refund due to reducing insured values to current market value	1,059	
repair to eight (Philippa Sondheimer)	906	

## 3. IMPENDING MAJOR EXPENDITURE/INCOME

	Amount	income
AAH 19 dividend	3,000	
2x 75kg	9,083	
Dinner payment	TBA	

## 4. FINANCIAL ISSUES

## Membership and Subs Report for January 2020

Note: The financial information below is based on the membership spreadsheet dated 8<sup>th</sup> January ( the day the bank statement is published ) and the membership information is based on the situation at 12<sup>th</sup> January – the date of writing.

### Membership

The membership is as follows:

Membership type	No of Members
Full	134
Coach/non rowing	3
Student	6
Vac Student	17
Junior	42
Taster only	5
LTR taster + course	1
Junior family membership 1 parent	4
Junior family membership 2 parents	2
Bath Spa	Not yet known – see below
Leavers this FY	52
Total excl leavers and Bath Spa	213

### Subs etc Income

There are 3 categories of regular income from non-Bath-Spa members:

- Subs and rack rent income – if everyone who is currently a member stays and pays for the whole year ( unlikely! ) the income would be just over £47,000, which includes £2142 rack rent. Money collected to date is about £37,000.
- Some people ( actually 5 ) make a monthly donation toward a boat fund. Money raised in a whole year would be £600.
- 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 £100 per month ( although two of the donors are racking boats ) so £1200 per year.

Bath Spa are invoiced for each student per month for October to May inclusive. So far this financial year the contribution from Bath Spa has been £550 for April and May.

At this point in the year, we should be invoicing the "new" Bath Spa people for October to May. Tabi has sent me a list of 33 people who have paid their SU fees. Of those, 4 have not signed our Google form. However, 5 extra people have signed our Google form but not paid their SU fees. This is still dragging on and I need to resolve it as so far we have received no money for the 19/20 students.

### GoCardless

We now take over £3500 per month in subs via GoCardless. GCL have made their process for deleting defunct customers marginally less cumbersome so I am gradually removing people who have left, hoping this protects their data.

Philippa Sondheimer, Membership Secretary