



AVON COUNTY ROWING CLUB

MINUTES

Committee meeting held via Zoom

Monday 29 April 2024

Present: Kim Pennelegion (KP), Jon Garner (JG), Philippa Sondheimer (Pson), Julian Sondheimer (Json), Penny Senior (PSen), Katherine Greenhead (KG), Jane Day (JDy), Jim Dawson (JDw), Marian Lovell (ML), Ange Scott (AS), Patsy Lamb (PL), Kaitlyn Noble (KN) , Alastair Watson (AW)

Apologies: Antony Constantinidi (AC), Emma Baker-Gaunt (EBG)

1. Minutes of last meeting – Approved and adopted

2. Update on Action list –

ACTIONS FROM PREVIOUS MEETINGS:	
<p>Emergency evacuation procedure JG/EBG organising signage following safety review.</p>	<p>EBG to organise the new meeting point signage (gravel area by the pond). In hand, EBG getting final quotes from MinuteMan and will then get signs printed.</p>
<p>Website</p>	<p>AREes has started working on the website ideas; currently awaiting images for inclusion.</p> <p>Both AREes and Gudrun (Thomas) confirmed that the plan is to retain the current hosting and software; AR will contact TWS to progress as awaiting text.</p>
<p>Mailchimp Current free package has a maximum number of contacts that can be emailed per month (this equates to 3xRNs/month). The current free subscription package to be upgraded to the 'Essentials' package, enabling sufficient capacity for all co-ordinators to then be able to use Mailchimp for their comms.</p>	<p>The club subscription has now been updated to the Essentials package (3 logins). KP currently sorting out a generic login for the Co-ordinators and one specifically for Safety. Will update the 'how to use' guidance that has been drafted and then organise sessions for all those that will have access to the software. Work in progress.</p>
<p>Go Row Indoors</p>	<p>Poster design has been created by A Fraser, PSen to finalise with details for GRI poster. This can then be included on the club's social media platforms.</p>
<p>Grant applications We need to ensure we have a co-ordinated approach as there are potentially bigger funds (eg Sports England) where we may be able to make a combined application</p>	<p>JG/AW/PL/Pson to progress JG/PL to chat in first instance</p>



AVON COUNTY ROWING CLUB

Potential grant application for a Wintech adaptive single	JG confirmed that both UBBC wintech and ramp are available for us to use.
Refurbishment of fleet	JG to create a refurb priority list Work in progress.
2x ModelB Ergs for sale	JG to include ModelB Ergs for sale in RNs They have gone to new homes.
Apex to visit and replace the rear beam	Apex visited on 25/4 but did not replace the sensors as scheduled. KP has arranged another site visit, 31/5, JG will be on site for this.
Welfare Safeguarding course	ML to send reminder for completion of Safeguarding course ML has also contacted a couple of individuals about upcoming DBS
First Aid course	KP has created a list of current and potential first aiders for the club. MWells to deliver the course – scheduled for Mon 27 May, currently 8 attendees and KP has started to collate a list for a future course for those unable to attend in May
LONG-TERM ACTIONS	
Rowing tank feasibility study	JG/PSen/PSon to report back, as and when, with further information PSen has spoken to the architect who created the Radley tank, is hoping to gather information relating to cost of the tank and building. Architect will hopefully be able to provide PSen with the Radley contact. PSen to chase.

* Actions highlighted in grey have been completed

3. Reports

EDI –

Taster day (Sunday 19 May) for We Get It cancer support group – 10 people interested, these numbers may increase slightly. PL will be contacting club members for extra support.

PL has had some further positive contact as a result of emails she has sent and from the Blind Society event supported by JG/KP last year. Help for Heroes also very interested.

Action: PL to follow up these contacts and arrange initial meetings.

On FB group (run by Mark/Adaptive/Stratford), there is a growing impetus for adaptive racing. Different clubs are including that as a category at their events. Agreed that we should consider this in future.

Action: PL to explore what is currently being offered across the region and whether we can accommodate this.



AVON COUNTY ROWING CLUB

JG gave an overview of the work that A Fraser is carrying out through the SEN section at SGS Filton. He has borrowed 2 ergs from the club, these are being used for regular lunchtime erg sessions with between 2-5 learners, including a wheelchair user. Very positive feedback. There is also contact with Ellis/London Youth Rowing.

Action: PL/JG to discuss with A Fraser

Captains – Report circulated prior to the meeting, see below.

Thanks for all the help with cleaning, rowing camps, LTR. There are still some jobs outstanding, ML will send out a list of what still needs completing.

Action: ML to provide list of outstanding club cleaning jobs.

LTR – KG to check whether we have enough helpers, a call out to be included in RNs.

JG has organised 2 land-based 'learning to cox' sessions, loosely based around the latest BR guidance. Taking place early May, and will be advertised through RNs.

JG has been approached by someone who wants to run coffee kiosk horse box on site on Sunday mornings, will start as a trial this Sunday. AC has confirmed that in theory we should let the Duchy know, will need to reconsider if it becomes profitable. Potentially in the long-run, if it becomes profitable, we will ask for a percentage. To be monitored.

The Rowing Foundation award has been successful, the single has been ordered. P Sen to review blades to work out what we need to order (the order needs to exceed £1760 in order to benefit from £880 award)

Wessex Water will start work on top field 13 May. JG will meet with them this week to work and will get programme of work, so we can determine parking access etc.

Canoe race going ahead this Sunday from 11.30

Men – Report circulated prior to the meeting, see below.

Women – Report circulated prior to the meeting, see below.

JDy would like to consider running a sculling camp, to be discussed at the next co-ordinator meeting to see what support is available.

Social rowing – Report circulated prior to the meeting, see below.

Learn to Row – Report circulated prior to the meeting, see below.



AVON COUNTY ROWING CLUB

T-shirts for the LTR cohort – we have 16 individuals on this current course, sufficient stocks in place without needing to order more. KG has spoken to them all about offering to support at the Regatta in May, some have already signed up to volunteer.

Json to provide list of who has paid so that KG can chase where necessary.

Juniors – Report circulated prior to the meeting, see below.

JG has BANES School rep coming Fri 10 am, JG to explore what information he can add about our local schools.

Go Row Indoor – Report circulated prior to the meeting, see below.

BSU co-ordinator –

BUCS this weekend, good luck to all the BSU crews competing.

4. Boathouse Management Committee

JG/AW/AC to get together to discuss BMC responsibilities. Currently sorting the external transfer of trustees (AW replacing CL at the last AGM).

Action: JG/AW/AC to complete the external transfer of trustees

In readiness for AGM, JG/KP to review the constitution to ensure all is up-to-date (eg Safety Policy that has recently been revised).

Action: JG/KP to review Constitution document/make updates to any policy document appendices

5. Welfare

ML discussed the intention of having a live feed on FB at the regatta, in particular the issue of permissions required for juniors. ML has asked the question on the BR forum and will keep everyone informed of responses. AW/Json/ML to liaise with Fergus.

Noted that on our junior membership form, parents confirm that they are happy for the club to film/take photographs of their children. If there is a race we don't want filmed, we can always put a hand over camera.

6. Safety Report - Report circulated prior to the meeting, see below



AVON COUNTY ROWING CLUB

Main posters are in progress, revised and comments taken on board.

Hardcopy of water quality poster is on board. JG will include in RNs, including the main advice regarding washing hands after coming off the water.

7. Events

Regatta – Sat 11 May – The main problem is volunteers with a slow stream of helpers signing up on google form. Another request sent today. Very positive that the LTR cohort are engaging and there should be approximately 15 helpers from BSU.

Entries are proving to be a bit of a jigsaw puzzle. Umpires – currently 6 visiting, 5 of our own.

There has been no update from the Bath Soft Cheese company re visitors on the other side of the bank.

AW/Pson/Json have been in discussion regarding the club's entries policy for events. For Avon Bluefriars, will band entries so that each division has specific races; this will also mean we can distribute medals faster after relevant divisions and will make easier to organise.

Autumn Head – nothing to report

8. Membership & Subs

Membership – Report circulated prior to the meeting, see below.

Confirmation that KG communicates with the LTR cohort, only once they have moved into the Development Squad should they be added to Mailchimp.

New members & Leavers – Report circulated prior to meeting, see below.

9. **Finances** – Report circulated prior to the meeting, see below.

Json has paid the deposit for new junior scull and the club has bought 3 2nd hand viruses. Avon County Trustees (£2.5k) has been transferred into the club accounts. Payment has been received for 15 LTRers.

10. AOB

AGM date – proposed date: Sunday 29 September 2024



AVON COUNTY ROWING CLUB

Umpires – BR want to recruit more, there will potentially be a taster session (at a couple of events) for those that want to learn more. ACRC is one of a limited number of WAGS clubs that run events so other more local clubs might not be aware of the need for umpires to be trained across the region. JG to speak to Maggie/Minerva and promote the idea.

Date of next meeting: 17 June 2024, 7.45pm



AVON COUNTY ROWING CLUB

EDI REPORT

As above

CAPTAIN'S REPORT

Well done to the junior crews racing at JIRR & thanks to Penny for organising the WAGS & Wales team again, which came 11th overall.

We're now looking forward to a lot of racing in the next few weeks with crews entered at BUCS Regatta (4-6th May), Evesham Sprint (5th May), BAR (11th May), Worcester (18th May), Monmouth (25th May), Hereford (1st June) & British Masters (15th & 16th June)

Many thanks to everyone who supported the club spring clean. The facilities block looks a lot better for it. We're still working to repair the flood damage to the doors. Thanks to Marian for organising the job list.

We held a successful junior camp just after Easter, despite some windy conditions. Thanks to Penny for organising this & to all who gave up time to coach.

Adult LTR also started last weekend following a taster day a couple of weeks earlier. Thanks to Katherine for pulling the program together & to everyone who is supporting this course.

The outreach indoor rowing program which Alex has started at SGS College is going well. LYR are aware of the initiative and have offered some coaching support.

Given the dismal weather in the first part of this year, the coaching spend is well below budget. I've agreed with Si that he can coach crews on Tuesday evenings too for a period of time as we prepare for regatta race training.

I'm going to give a coxing workshop (land based) at 10am on Thursday 2nd May & 10am Sunday 5th May. Anyone who's interested in finding out a bit more about coxing is welcome. I'll use the latest training aids which BR have just issued.

We've been approached by a cousin of a member asking to run a coffee (horse) box on site on Sunday mornings. Provisionally we've said that we will give it a trial starting this Sunday, initially on a no – fee basis. Does anyone have concerns with this? Is it ok as far as our lease conditions are concerned?

Equipment:

- The repair to Voldemort is in progress.
- We were successful in our application to the Rowing Foundation & have been awarded £4k matched funding towards a new junior single and 6 sets of training sculling blades. The single is on order. Blades need to be ordered.



AVON COUNTY ROWING CLUB

- We're still waiting on further pontoon blocks to come from Dundas (we're chasing, but access over waterlogged fields is causing a delay)
- I've collected the 3 viruses from Castle Dore RC. They need to be rigged this week and I'm looking at a racking solution
- The model B ergs have gone to new homes which has cleared some space in the gym.
- We probably need to look into some outside racking & lay a path from the WW to the pontoons.

Upcoming Events at SRC:

- Sunday 5th May 2024 – Devizes Canoe Club races. No rowing after 11.30 please.
- Saturday 11th May 2024 – Bristol Avon Regatta. We need more helpers and I'll do a call for cakes too.
- Sunday 19th May 2024 – EDI Intro Day
- May to October 2024 – Wessex Water building works in top field.
- Saturday 22nd June – Midsummer Madness & Club Event
- Saturday 5th October 2024 – Avon Bluefriars Head
- Saturday 16th November 2024 – Avon Autumn Head
- Saturday 7th December 2024 – Bristol University Head

WOMEN'S SQUAD REPORT

General

Evening rowing has begun although so far has mainly only been attended by established crews and more confident scullers. Si is now offering coaching on a Tuesday evening with a focus on racing starts for crews that have upcoming plans.

I am hoping that we start to get some more 'just turn up' rowers taking advantage of the evenings as the weather improves and days continue to get longer and am thinking about how we might be able to offer some sculling coaching to increase confidence.

Marian arranged a Deep Clean of the Clubhouse over the weekend of the 20th April which was well supported by squad members and the men's squad.

With the support of Sam Roach, I am planning to organise a 'yoga for rowers' session for squad members to increase understanding and give people the tools to keep their bodies strong and healthy when rowing.

Learn to Row has begun with support from members of the squad for the taster and initial sessions. I will encourage more people to sign up to support over the coming weeks and months.

Racing Past and Future



AVON COUNTY ROWING CLUB

Plans are currently being made and finalised for BAR on 11th May, Monmouth on 25th May and Hereford on 4th June. Then looking further ahead to race dates including GB Masters and Henley Women's (Abbie and Victoria).

MENS' SQUAD REPORT

A much better month for rowing, the river has been behaving itself and we've even had some sunshine!

No racing since the last update. The Head of the Dart was cancelled which was disappointing, but we managed to arrange a row around the Exeter canals instead (courtesy of Simon Rodway and Exeter Rowing Club). Incidentally, Exeter have a useful day pass system for visiting rowers joining their crews (£5 per day to cover insurance, etc.)

Looking ahead, we have a decent number of entries for Bristol Avon Regatta on 11 May (MasD 4x-, MasD 4+, MasG 2-, MasA 2x, MasH 2x, MasD 1x, MasE 1x). We're very much looking forward to getting back onto our stretch of river for some racing, it promises to be a great event. Mark Peacock is arranging the volunteers this time round, **please could all coords chase their members to complete the questionnaire and also provide Mark with their crew lists as usual.**

Last weekend we arranged some sculling in viruses for our recent ex-uni members. We're looking forward to getting them into doubles and quads in the coming months. I'm hopeful that we can integrate this and also some some coxing/steering training with the forthcoming LTR via Katherine.

Finally, Alex has instigated some low CRI sessions on Monday and Wednesday evenings for those wanting additional practice with similarly experienced rowers in the week. Members should contact Alex if they would like to get involved (men, women and social rowers all welcome).

GRI REPORT

Generally classes in March were reasonably attended – especially on Sundays when the social rowers often joined in if the river was wild. Several regular GRI have now joined the L2R so we need to do a bit of advertising to get numbers backs up! Alex has designed a poster which I need to finish off and circulate.

JUNIOR REPORT

Easter camp went well with lots of coaches – thanks to Marian, Jane, Marci, Jon, Andy, Matt, Charlotte and John for giving up their time to help. We had a mix of experienced and new scullers who (almost) all enjoyed the week. Tues had to be cancelled because of the weather but that may have been a blessing in disguise



AVON COUNTY ROWING CLUB

judging by the kids blisters! Only 3 swimmers across the week and lots of lessons learnt for the future.

I have invited Wellsway to send newbies down on Fridays now that the river has returned to normal and will also be inviting other schools.

We had several crews in the WAGS & Wales JIRR team:
WJ15 2X Isobel & Sophie, J16 2X Albert & AJ, J16 2- Ethan & Sam, WJ16 1X Tatiana and WJ15 1X Liv.

SOCIAL ROWING REPORT

Outings

Numbers are growing. Half of the outings since the last meeting have been an oct plus a quad. 21 people have had at least one social row; if they would all come at the same time, we could conquer the world.

Not the Dart

Head of the Dart was cancelled too late for most of us to cancel our accommodation. We were hardly surprised; communication had been non-existent throughout the entry process and we understand that the cancellation was due to a safety-plan-related muddle. Conditions on the day were lovely and Dartmouth was full of disappointed rowers.

The Dart Committee is hoping to reschedule for October. It is bound to clash with Avon Bluefriars. But even if it doesn't, will we have the confidence to support it?

Coxing

The Dartmouth gathering proposed that, to reduce dependence on Julian and, to a lesser extent, Philippa, for coxing, some of the regulars would learn. After a debut outing by Theresa, Jon offered a land-based course and this has attracted several more candidates.

T shirts

Thanks to Alex for his lovely design; we have sent Penny an order for lots of T shirts in various colours. Penny will put in the order and include some spares.

LEARN TO ROW REPORT

The course is now in full swing, started last weekend with explore quad sessions.



AVON COUNTY ROWING CLUB

We ran two taster days in the end, the main one on 13th April saw glorious conditions making a very pleasant change. We had 16 attendees and of those 10 signed up to do the course.

Because there were a few people I couldn't accommodate I then ran a mini taster for 5 people the following weekend, all of those have signed up.

Fantastic support from the coaches/helpers as always, huge thanks.

So, we have 16 people on the course, 6 men, 10 women. With another two possibles that I just need to find time to give a short session to, to see if they can join the group.

SAFETY REPORT

ACRC Incidents reported since the last meeting.

Date	Description	Reported online by club
23.3.24 08:30	Ella Ford steering Chris Hopper was going up stream on the correct side of the river with Bristol coming downstream, just after the moored boats on the bend just upstream of the club. Ella reports, "Bristol Uni were in a pair in the middle of the river coming downstream however because of glare I struggled to see them. The boats did not collide but the stroke blade of the pair hit the heads of the AVN crew. Everyone seems to be okay but quite shaken and in shock". The steering in Chris Hopper has broken and will need fixing. This was then reported by UBR as 27159 see below	27100
	Brief description of the incident: UBBC pair heading downstream, slightly off from their side of the river, collided with ACRC slightly off from their side of the river, ACRC steering damaged and sunlight at a low angle made keeping a good lookout difficult, no collision of boats, but UBBC blade made contact with ACRC members in the head Blades from UBBC made contact with heads of ACRC members who were shaken but not seriously hurt - Injury not involving loss of any rowing time	27159 Reported by UBR
1.2.24 09:10	3 novices and 2 intermediates from BSU were in Albie in sunny calm weather. They came into pontoon 3, the white one, but at too shallow an angle so aimed for pontoon 2. The bow was swinging away from pontoon 2 because the crew were holding on stroke side to avoid hitting the bow. As a result, bow asked someone in the stern to grab the pontoon as the boat was over-correcting. A novice in the stern tried to reach the pontoon but neglected to lift his/her blade up so it snapped on the end of pontoon 2. All members to listen to cox and only cox	27370
22.3.24 08:30	Weather was cloudy with light wind and drizzle. 1 beginner (bow) and 1 intermediate from BSU were in Debbie Blackmore which capsized on pontoon 4. The double had finished its session and parked on the pontoon without incident. Stroke was leaning out to undo the gate. Beginner was instructed to hold both blades but let go of bow side blade. Boat rolled over and capsized but was quickly recovered by other BSU members. Capsized rowers quickly got warm. No damage or injuries. All members to be reminded how to get in and out of a boat.	27371



AVON COUNTY ROWING CLUB

4.4.24 Gusty wind, fast flow	AVN oct coming downstream just past MIN on the bend where boats are moored. Forced to stop by UBR bow-loader four coming upstream on wrong side and needed emergency manoeuvring to avoid hitting moored boats. Not reported as had a word with the (novice) cox afterwards.	Not rep
Not rep26.4.24	Julia Wood in her single reports, "This morning at 0825 I was in a single proceeding downstream about 200m downstream of Minerva when a Bath Uni 4x turned immediately in front of me. Red boat number 402. They shouted but tried to turn far too close to me. There is still a lot of stream".	27368

HRSA Monthly Report – March 2024

(This is a monthly report we receive on notable safety incidents and updates from across all Other learning from club incidents include:

- Taking care of your cox - a reminder for crews to keep an eye out for their cox - specifically with a capsized. Another club had similar issues to one of our incidents - where the cox struggled to resurface and was trapped in the boat.
- This month included guidance for rowing on contaminated water. I've included that as an attachment and will share more widely with the club as part of rowing notices.

Rowsafe & Safety Audits

- The Annual Safety Audit was actioned by Philippa & Jon and accepted by WAGS region on 23rd November 2023.

Other Matters

- All safety posters are now ready to be printed the following will be provided across the club:
 - (A1) Safe to Row decision matrix - to be placed on the current safety board
 - (A1,A2 and A3) Think: Is it safe to row - one for the main entrance whiteboard, 4x A3 posters for the back of club changing rooms doors, one to be secured to the front of the boat house
 - (A1) Boat checks before boating - to be secured to the front of the boat house
 - (A1) Saltford Rowing Circulation Pattern and Site Plan - to be placed by the tree near the pontoons
 - (A1) Saltford Rowing Club information and what 3 words location - to be placed with circulation by the tree near the pontoons



AVON COUNTY ROWING CLUB

MEMBERSHIP & SUBS REPORT

Membership and Subs

	Abbr	31 March 2023	31 March 2024	29 April 2024	Notes
Full	F	96	105	103	
Full paying junior rate during lockdown	FJ	2	2	2	
Coach	C	2	6	6	Cheek, Churchman, Ellis, Ffooks, Hook, Hopper,
Non Rowing	N	5	4	5	Carter, Gadsden, Ponting, Watson, Teague
Donors	D	3	3	3	
GoRowIndoor	GRI	3	0	0	
GRI Coordinator	CGRI	1	0	0	
GRI, also doing Taster	GRI,T	1	0	0	
GRI, also doing LTR	GRI,LTR	5	0	0	
Student	S	2	5	5	
Vac student (paying)	VAC	3	5	2	Poettier, Lloyd
VacM (maybe maybe)(racking)	VACM	7	8	2	Jones, Magee
Junior	J	41	35	35	
Taster	T	13	27	19	
LTR Taster + course	LTR	16	2	0	
Junior - family membership 1 parent	Jfam	5	4	4	
Junior - family membership 2 parents	Jfam2	0	0	0	
Bath Spa	B	27	24	42	
Non Bath Spa Leavers this FY	L	75	72	3	Ben, Odette, Amy??
Total exc all VAC, T, LTR (only), BSU		163	164	163	
Total exc all Vac, T and LTR (only)		190	188	187	

Commentary

Money

- Subs now coming in at about £43,000 for the year, including rack rent but not donations or tasters or LTR.
- Everyone paying subs at April 2024 level.
- No BSU money included.

Tasters – need to check numbers, might have left in some last year's people.



AVON COUNTY ROWING CLUB

JOINERS & LEAVERS

Paying people included in membership numbers

Adult Rowing Joiners and Returners

[Oliver Talbot](#) olitalbot14@gmail.com ([paying](#))

[Jodie Keohane](#) jmkeohane@icloud.com ([paying](#))

Student Joiners

[Ella Bolton](#) ellabolton2006@icloud.com ([DoE? Queried](#))

Coach/Non-rowing memberships

Hannah Warren (NR) (from full) hannahteague@hotmail.co.uk

Junior Joiners and Returners

Leavers (or joiners who never really happened)

Odette McCarthy [mail to Philippa](mailto:) 15 Apr

(NB People who leave temporarily are counted as left as they are not paying – they are not deleted from the spreadsheet)



AVON COUNTY ROWING CLUB

FINANCIAL REPORT

AVON COUNTY ROWING CLUB					
Financial Report for Committee Meeting on 29 April 2024					
		This report (29/04/24)	Previous report (25/03/24)	Change	
1. BANK BALANCE					
	Interest rate				
Current account - General ¹		61,274	57,159	4,115	
CAF Cash account		5,339	1,232	4,107	
CAF Gold account ²		26,698	31,502	(4,804)	
Virgin Money account		18,337	18,259	78	
Total in bank		111,648	108,151	3,497	
¹ General excludes subs standing order receipts since 09/04/24					
² Includes £3,000 events working capital and £2,513.83 transferred from the Trustees					
ENTRIES/KIT/MISC DEBTS/(CREDITS)					
Balance 31/03/24 (after write-offs)		1,605			
Race fees		714			
Kit & Misc		0			
Credits this year		(347)			
Total Current Balance		1,972		1,972	
2. MAJOR INCOME & EXPENDITURE ITEMS SINCE LAST REPORT					
(excluding normal routine items)				Amount	
Coaching Simon Brown (Mar)				285	
deposit new J1x				1,872	
3 x second hand virus Castle Dore				1,125	
balance from ACRC Trustees bank account, now closed				2,514 Income	
15 x Learn To Row @ £120				1,800 Income	
3. IMPENDING MAJOR EXPENDITURE/INCOME					
				Amount	
Insurance excess Voldemort 4x+ repair				250	
J1x and sculls (balance after grant and deposit)				2,782	
4. FINANCIAL ISSUES					