

DRAFT

**SUSSEX YACHT CLUB  
MINUTES OF THE MEETING OF THE MAIN COMMITTEE  
HELD MONDAY 15th FEBRUARY 2016**

**Present:**

S Vyse	Commodore
T Kinch	Vice Commodore
L Woodhams	Rear Commodore, Hon. Treasurer
K Headon	Rear Commodore, Training Principal
G Weston	Rear Commodore
I Bush	Director, Chair, House Committee
Helen Foster	Director
D Golding	Director, Buildings Maintenance Committee
Ann Macey	Director, House Committee
N Prescott	Director
J Pryke	Director, Chair, Dinghy Committee
G Roberts	Director, Moorings & Maintenance Committee
D Skinner	Director, Moorings & Maintenance Committee
D Terry	Director, Sailability Committee
T Leigh	Ex-officio, Secretary
Jacqui Flood	Ex-officio, Asst. Secretary
Jenni Bignell	Future Assistant Secretary
Chris West	President
Brian Smith	Member
Dave Norwood	Chair, BSAC

**Apologies:**

T Cork	Director, Sailing Section Captain
K Knight	Director, Safety Boat Manager
M Rummery	Director, Moorings & Maintenance Committee

**Absent:**

What: Action to be completed  
Who: Person assigned to complete the Action  
When: Deadline; date by which the Action is to be completed by assignee  
Status: Ongoing, On Hold, Over Due, Complete

WHO      WHEN      STATUS

**982      MINUTES OF PREVIOUS MEETING**

All agreed true summary.

Proposed: Commodore      Carried Unanimously

**983      MATTERS ARISING**

**983.1      969.1 – Race Results PC**

SV confirmed that he was to speak with the Racing Secretary regarding training and it was hoped the pc would be up and running before the start of the racing season. SV confirmed that Des Silverson had received training in order that dinghy results may be added.

SV

Ongoing

### 983.2 969.2 – Volunteer Directory

For the benefit of the New Directors, the Commodore outlined the purposes of the Volunteer Directory. It would be produced, with assistance of each Section, to provide details of volunteer vacancies within the Club. The Directory would also provide details of the time and commitment sought for the role. Commodore asked that, due to other pressures, this item now be passed to TL and asked all Sections to provide TL with details of their Committees and any volunteer roles they need filling.

TL Ongoing

ALL asap

### 983.3 969.4 – Staff Group Membership

LW reminded all that a proposal was put to the Committee allowing staff to apply for Associate Membership of the Club at a fee of £20 per annum (more if joint). His question now was whether staff should receive the benefits of boat facilities, moorings, etc or, if they require that, if they should pay full fee.

SV ongoing

Commodore asked for vote:

For full benefits (except vote): 9  
Against full benefits: 4  
Abstained: 1

LW Ongoing

LW confirmed he would reword proposal and bring to next meeting.

## 986 PROPOSAL FOR DIVING SECTION AT SYC

Commodore advised that three guests had joined the meeting to discuss the possibility of have a Diving Section at SYC. Two different proposals had been submitted, one from a Member based on an unaffiliated section and one from BSAC 007 in an integrated basis. Commodore asked both parties to outline their proposals.

Brian Smith, who is a diving instructor and member, wanted to propose that the Club has an unaffiliated dive section. There would be no cost to the Club and anyone wishing to dive or train would pay to do so. Mr Smith would also offer the Club the free use of a diver for any previously commercial work the Club required.

Under Mr Smith's proposal, all parties would need to be members of SYC. All diving would be conducted from a commercial boat. Mr Smith advised he had a large amount of equipment which he was willing to give to the Club, though there would be upkeep costs on these items for the Club.

The query regarding extra insurance was discussed. Mr Smith

advised that any commercial boats used would have insurance and did not feel that individuals would require additional personal insurance in order to dive.. LW reminded that the Club only needed to insure items owned by the Club. Commodore asked that the point of risk possibly attributable to the Club be investigated. KH was concerned that the Club's name would be attached, so would be presumed to have responsibility.

Dave Norwood, Chair, 007 BSAC put forward the proposal agreed by the members of 007. His proposal was that all people wishing to dive at the Club join SYC, which is currently not happening, and pay £1 nominal fee to 007. They would also have to pay £60 to the National BSAC organisation in order to take advantage of their insurance scheme and training programmes. 007 would hand over all assets to SYC and maintenance of the dive boat, compressor and equipment would be the financial responsibility of SYC and practical responsibility of Dive Section Members.

Commodore asked all to consider what had been said and to vote on whether in essence they would like a Dive Section at SYC.

For: 12 Abstained: 2 (AM, HF) carried

Both parties were asked to provide a costed proposal, which had already been submitted by 007, that will be circulated to the Board for further discussion next month.

Commodore thanked all for their input.

## **987 CASC STATUS**

LW reminded the meeting of the meaning and implications of the Club having CASC status. CASC (Community Amateur Sports Club) is an HMRC scheme, which the Club qualifies for as we are a not for profit organisation in pursuit of our sport. As a result the Club does not pay any corporation tax and receives a 80% discount on business rates. Our CASC status also helps with applying for funding. The Club has been advised that the rules pertaining to qualification will be changing and the Club needed to consider whether having CASC status would still be beneficial.

Under the new rules, at least 50% of the Club's membership must partake 12 or more activities in a year. It was noted that the RYA has been working on acceptable definitions of 'activities'.

LW advised he would look in to this further, including consulting with the RYA and report back next meeting.

*LW March Ongoing*

## **988 FIXTURES CARD**

Commodore advised that he was still working through some issues, especially with Sailing Section information. In order for

viewers to ascertain the accuracy of the online fixtures Commodore will be date stamping the site following updates.

Commodore hoped it would go to print early March.

Comm

Ongoing

Commodore notified the meeting that for the future he would like to prepare two year's fixtures at a time and receive all information by November. This is what he will be working to for next year's Fixtures.

## **989 HOUSE**

### **989.1 General Report**

IB advised that unfortunately Burns Night was cancelled due to lack of take up (17 booked). He was also concerned that the two largest group bookings were made by non-Members and he would discuss this with Jon. He was hoping that St Georges would be better attended. House were still looking for photos for their photographic competition and a call out will be put in "In The Wind".

### **989.2 Comments' Book**

No comments in the book but a couple of comments regarding the quality of the food had been received separately. Club would be holding themed Club Nights so as to change the regular model and keep things fresh.

IB confirmed that following a request from the Commodore, two local Yacht Clubs, Island YC and Arun YC had sent in their Burgees for display in the Restaurant. It was hoped that representatives from these Clubs may visit to view them in situ. Thank you letters and new SYC burgees were being sent in reply.

A new Rogues' Gallery, in a different format, will be erected next week.

## **990 MOORINGS & MAINTENANCE COMMITTEE**

### **990.1 General Report**

TK advised that his committee were looking towards their next major project, which was Southwick. He was also arranging for a couple of demonstrations for possible marina management software.

### **990.2 Hoist Update**

TK stated that the hoist was now fully functioning. A meeting had been held with the painting contractors and refurbishment contractors regarding extended losses to the Club following the contamination to the hoist. TK confirmed that the Club had come to an agreement with the

contractors. TK confirmed back log of boats had been completed.

### **990.3 MeterMacs**

TK commented that there had been a delay in obtaining some components from China, which had a knock on effect with the assembly. It was hoped all would be on site week commencing 21st March. MeterMacs will be training the staff and giving a presentation to members in the evening.

### **990.4 Boatpark Gates**

Barrier should be installed imminently. Barrier will have open access (by fob) initially.

## **991 BUILDINGS MAINTENANCE COMMITTEE**

### **991.1 General Report**

TK reported that since he had taken over chair of this committee no meetings had been held. Work to be carried out in the kitchen at Southwick. Jez Parsons, Maintenance Operative, had completed a PAT testing course, which means this can now be undertaken in house.

## **992 SAILING SECTION**

In TC's absence LW confirmed he was still to fully investigate the race participation v. income but it was currently not adding up. He would report back next month.

*LW      March      Ongoing*

Clarity was requested as to whom was now Rally Secretary. Commodore confirmed it was officially Ann Macey.

## **993 DINGHY SECTION**

### **993.1 General Report**

JP advised that the Cooler Series is underway with good participation in races. Dinghy show bus is now full.

## **994 TRAINING/YOUTH**

### **994.1 Training**

Both winter shorebased courses have finished and booking made with Fairview for practical courses. Conducted a number of corporate powerboat training courses, which generated some good income. Programme has been set for the year and applications for training are coming in with some courses already fully booked (VHF).

### **994.2 Youth**

There are now two junior teams. Sailing all over the winter and racing in the winter series.

Commodore thanked KH for his part in ensuring the RYA held their Regional Conference at SYC . TL to write to RYA thanking them for using us.

TL      ASAP

## 995      **SAILABILITY**

**995.1** DT reported that Sailability held their AGM the previous weekend. Eight members of Sailability would be attending the National Sailability Conference. Sailability were looking at increasing their members' sailing skills and move away from "just offering rides". They were also trying to target younger members.

## 996      **SOUTHWICK SAILING THROUGH HISTORY**

### 996      **General Report**

Dski advised that he had written an article for the next Wavelength giving an update on progress. He was currently awaiting confirmation that initial funding had been released and that the programme could progress further. He would report further next meeting.

Dski was asked to investigate what would happen if the Club decided not to proceed past the initial funding. Would the Club have to pay the money back? Dski advised he would investigate and report back.

*Dski*      ASAP      *Ongoing*

## 997      **PUBLICITY AND MEMBERS**

### 997.1      **General Report**

Commodore advised that there would be more issues of Wavelength this year and that the editor has agreed to remain in post.

Commodore also confirmed that he would now like to hold an Open Day, Dski offered his assistance. Date TBA.

Comm      Ongoing

### 997.2      **New Members Listing**

List read through.

Proposed: Comm      Carried Unanimously

### 997.3      **Rejoining Fees and Pro-rata Fees**

In previous years the cost to rejoin the Club was significantly higher than to join as the rejoining fee was more.

It transpired that there were a small group of boat owners who repeatedly rejoined the Club during the pro-rata period (February to June), thus not paying the full membership fee, using the Club's facilities at Member rate and then not

rejoining in October. It was felt that this was inappropriate behaviour and needed to be addressed.

TK believed that anyone rejoining the Club should pay full fee regardless of when during the membership year they join.

NP commented that the point of the rejoining fee was to deter people from letting their membership lapse. GW suggested that no applicant should pay a joining fee and this would encourage people to join. LW confirmed he would draft this in to the budget.

LW      Asap      Ongoing

IB suggested that new members should not receive discounts within their first year of membership but it was decided that that was a different issue and to be discussed separately.

TK made the following proposal: Scrap joining and rejoining fees, new members can have pro-rata fees but rejoining members pay full fee regardless of when they start.

Proposed: TK    2nd: GW    Carried unanimously

TL introduced Jenni Bignell to the meeting apologising that he was unable to at the start of the meeting. Jenni will be replacing Jacqui in the Office when she leaves later this month. Jenni left the meeting at 2207.

## **998    125 Committee**

### **998.1 General Report**

Commodore advised that the committee were close to getting submissions for structures on the beach. They would soon be meeting with Shoreham Sailing Club to discuss dinghy sailing in the regatta. A Race Director is shortly to be appointed.

## **999    CORRESPONDENCE**

### **999.1 Chris Brock, Ann Martin, Tony Payne & Mike Griffin – Honorary Membership**

The above wrote to the Commodore thanking the Club for bestowing the honour of Honorary Membership on them for a further year.

### **999.2 Member Complaint – Mr Roscoe**

This member's vessel was damaged by another member's vessel and he requested contact details of the other member but the Office advised that, under Data Protection,

they were unable to do so, but they would pass his contact details on to the other member, which has now been done and contact made between the parties involved. The Commodore explained that following discussions with TL he expected a more helpful approach to be taken from the outset when dealing with member requests for assistance.

### 999.3 Member Complaint – Mr Reeves

This member complained that mail addressed to him at the Club had been kept in the Office and as he was unaware of it he did not collect it. The letter was important. The Commodore reviewed how the Office handles post for members and agreed that the existing procedures for packages was satisfactory, but that henceforth the arrival of letters would be notified to members by a timely email if the members email was known. All members post is held in the office for collection and a signature is always required on collection.

Commodore did wish the membership reminded that it is not appropriate for personal mail to be sent to the Club, though quite in order for packages required for their vessels. Commodore will reply to the member.

## 1000 ANY OTHER BUSINESS

### 1000.1 Section Constitutions

Commodore advised that he wished each Section to produce a constitution, giving details of the committee's responsibilities and roles. Commodore asked all Section heads to provide him with draft information.

Section Heads	ASAP	Ongoing
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### 1000.2 Sailing Lectures

GW reminded all that there would be a series of sailing related lectures arranged by Robin Stevenson, the first one on 8th March in the Restaurant. Item to go in to In The Wind and advertise at the Sailing Meeting.

JF/TC	March
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### 1000.3 Dinghy Storage at Southwick

NP asked if the handles of the dinghies stored at Southwick could be pulled less high to the road as they encroach on to the road. JP said he would review the situation.

JP	ASAP	Ongoing
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### 1000.4 Flooding December 2013

TL confirmed that this claim has now been settled and the Club has received payment in the sum of approximately £37,000 in full settlement, which will clear out the accruals and contribute to the new electrical system which is partially replacing flood damaged pedestals.

**1000.5 Main Committee Sign On Sheets**

TL asked whether the Board wished to carry on with using the sign on sheets each meeting when there was no legal requirement for this to be done and notification of attendees etc are held in the minutes. All agreed no longer necessary.

**Date of Next Meeting:** Monday 21st March 2016.

There being no further business, the meeting closed at 22:25

I agree the above to be a true summary of the meeting.

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