

RATIFIED

SUSSEX YACHT CLUB

MINUTES OF THE MEETING OF THE MAIN COMMITTEE

HELD MONDAY 23rd JANUARY 2012

Present:

A Saunders	Commodore & Chair
David Ramus	Vice Commodore & Hon. Treasurer
D Skinner	Rear Commodore, Chair Moorings & Maintenance Cttee
C West	Rear Commodore, Chair House Cttee
K Phelps	Director, Safety Boat Manager
B Watkins	Director
M Mayall	Director, Publicity
Di Saunders	Director
G Roberts	Director, Health & Safety
M Twell	Director
L Woodhams	Director
K Headon	Director, Training Principal
D Lee	Director, Chair, BSAC
Terry Kinch	Ex-officio, Director Elect
Tim Cork	Ex-officio, Director Elect, Sailing Section Captain
Ian O'Dell	Ex-officio, Director Elect, Captain Dinghy Section
Steve Vyse	Ex-officio, Director Elect
Dave Norwood	Ex-officio, Director Elect, Chair BSAC
T Leigh	Ex-officio, Secretary
Jacqui Flood	Ex-officio, Minute Secretary

Apologies:

Pat Hill	Director
J Pryke	Director

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

	WHAT	WHO	WHEN	STATUS
397	MINUTES OF LAST MEETING			
	One comment regarding a discrepancy in the noting of the seconding of an item at December's meeting. No further comments.			
	Proposed: Dski 2 nd : DSau Carried Unanimously			
398	MATTERS ARISING			
398.1	388.1 Mooring Extension at Southwick			
	Item still ongoing.	Dski		Ongoing
398.2	388.2 Club Development Plan			
	On agenda.			
398.3	388.3 Fixture Card			
	Item on February's agenda.	SV		
398.4	388.4 Shoreham Regeneration			
	Commodore reported that he had met with Jaine Huntley, Shoreham Harbour Development Manager and that TK was unable to make the meeting. The Commodore did not find the meeting very fruitful. The project is in its very preliminary stages and Jaine was unable to furnish much information. The Commodore provided her with details of the Club's interests in the area, which was what she asked.			
398.5	391 Catering Franchise			
	Commodore advised that the Caterer had signed a short term contract			

		which was now with the House Committee.			
398.6	395.1 Race Marks				
		GR advised that it was his intention to bring a proposal for a new race mark to the Committee. Commodore reminded him that there had to be a discussion between the Sailing Committee and Finance regarding budgets. LW stated that the Sailing Committee would be drawing a proposal for presentation.	TC		Ongoing
398.7	395.2 Wavelength				
		MM advised that a volunteer was still required to co-ordinate advertising. Commodore suggested that he, MM and SV get together to discuss a way forward after the AGM.	Comm /MM/SV	Asap	
399	CLUB DEVELOPMENT PLAN				
		Commodore confirmed that all had received the second draft of the Plan. KH commented that he believed the wording referring to Shoreham Sailing Club required amending as they were not integrated in to the Club, reference should be made to them working closely with SYC. Amendment to be made.	Comm	Asap	
		Commodore asked for any comments in order that item could be brought back to February's meeting for sign off. KH stated that as a document it was good but as a document for funding tendering it was not specific enough and each Section should expand on their Sections' activities and development. Commodore confirmed that every Director would have a copy of the Plan and it could be added to at any time.			
		TL reminded all the purpose of the document was for internal use. Dski commented that it was agreed it would deliberately not be specific.			
		Proposal by Commodore that document be accepted, subject to change requested by KH.			
		Proposed: Comm Carried unanimously.			
400	FRANCHISES				
		Confirmed that the Caterer had a contract until 31 st March. The franchise would be advertised. DR stated that the current incumbent had been very successful and did not believe it should be necessary to advertise.			
		SV asked under what terms the Bar contract had been drawn? CW confirmed that it would be a 12 month rolling contract but reviewable every 3 months. It was currently at the solicitors.			
		KP asked whether the catering would be increased to cover weekday lunches. CW confirmed this would be, possibly starting with sandwiches behind the bar.			
		CW stated that both franchisees were being encouraged to work together and both happy to do so.			
		Proposal: catering franchise is offered to Haffenden Events and not put out to tender.			
		Proposed: DR 2 nd : CW For: 10 Abstain: 1 MT Carried			
401	AGM				
		LW asked what was the deadline for submission of questions. TL advised that questions can be asked on the day but if anyone wishes to receive a detailed answer, they are advised to provide details of their question to the Office before the event.			
		Commodore advised he would be holding a minute's silence for those Members who had recently passed.			
		TL asked all new Directors if they could advise him if their partners would be	New Directors	Asap	

	attending the AGM as he will be providing named seating.			
	DSau asked if all Board Members could bring some food for the buffet afterwards.	All		
402	SUB COMMITTEES			
	Commodore stated that after the AGM the Section Chairs need to arrange their committees.			
	TC confirmed he had spoken with Jennie Skinner who was happy to continue with the Pursuit Suppers and would be willing to take an advisory role with Sailing Section Functions. TC asked that a vote of thanks be given to Jennie for her great work over the years. All heartily agreed.			
	TL asked if Section Chairs could advise the Office of the structure of their committees and individuals' roles within the committee. This would facilitate the Office when passing on queries to the Section.	Section Chairs	ASAP	Ongoing
	Commodore commented that he hoped to see good interaction between the committees.			
403	FINANCE			
	DR commented that 1 st Quarter figures distributed. He stated that all running reasonably smoothly. He asked for any questions.			
	TL asked the Board whether they were happy with the format of the figures, whether they were clear and whether any changes were required. MM asked for a cash flow statement. LW commented that such a report would involve a vast resource of the Office staff and believed the P&L statement, which was a legal requirement, was sufficient. It was agreed that the Office would provide a balance sheet quarterly along with the existing report.			
404	ASR LAUNCH			
	TL reported that the launch had been sold. Those people who had expressed an interest had been given the opportunity to tender and the vessel was also put on ebay, though it did not reach its reserve. The best offer, accepted by the Flag Officers, was for just under £8k by a couple who intend, once it has been refitted, to take it to a mooring on the Thames.			
	KP asked what was happening to the trailer. TL confirmed that the new owners were aware of the situation regarding the trailer and they were talking to the owner.			
	GR asked whether it had not been agreed that any new owner would have to remove the vessel. TL advised that the vessel could not be moved by anyone until the Summer, which did dissuade some potential purchasers, who wanted to remove it immediately. GR was concerned that the new venture may fail.			
	LW asked what the overall loss was after the £8k was deducted? TL stated that that sum covered back lay up. The Club had incurred some £2.4k in legal costs, though without these costs, the Club could not have gained title to the vessel and would not have been able to sell it. TL confirmed that the Club was still chasing the previous owner through the courts over the debt he had with the Club.			
405	LOCKING UP			
	TL advised that concern had been expressed to him that young members of bar staff were being left to lock up at the end of the evening. It was suggested that either Hocine returned to lock up each night, or delegated to a more mature person.			
	It was suggested that a repeater for the cctv monitor and a "panic button" be provided for the bar and TL was to arrange quotations.	TL	Asap	
	After discussion it was agreed that House Committee would speak with Hocine to see if he had any suggestions.	CW	Asap	

	SV asked whether the Insurance Company was happy? TL advised that they visited each year and it was written in the schedule that the Franchisee was responsible for the locking of the premises at night. It did not state in the schedule that he could not delegate the responsibility.			
406	PARKING AT SOUTHWICK			
	TL advised that he had received phone call from Mrs Pannell at Riverside Yard. One of her patrons had sustained a heart attack and the ambulance could not get to him due to the way some cars had parked. After lengthy discussion it transpired that the vehicles were on Port property and Mrs Pannell had also spoken to the Port.			
	The Committee all agreed that the issue of parking at Southwick was dealt with responsibly by SYC Members and hoped that they continued to do.			
407	MEMBERSHIP MATTERS			
407.1	New Members' Listing			
	List read through. The whole Committee expressed their sadness at the passing of Past President, Adele Boysons.			
	Proposed: CW 2 nd : BW Carried unanimously			
407.2	Lapsed Members			
	The list of Members whose membership had lapsed on 1 st January 2012 was read through. LW confirmed he would speak with one Member and it was confirmed that another, who qualified for Honorary Membership as part of the Lifeboat Crew is now paying membership fees due to him having a craft at the Club and needing to be covered by the Club's insurance for safety boat duties.	LW	By 30/1	
	It was agreed that KH and JF would write to all the Cadets on the list to encourage them to continue their membership and outline what was happening in the coming year.	KH/ JF	By 30/1	
	It was agreed that a week's grace would be given until 30 th January, after which time any unpaid memberships would be deemed as lapsed.			
407.3	BSAC Membership			
	TL advised that Jacqui had emailed Dave Norwood as she noted some 11 BSAC members were not members of SYC, which was part of the agreement when BSAC joined SYC. Jacqui was advised by DN that the 11 people in question were not active members of BSAC. TL passed this comment to the Flag Officers, who felt the Board should discuss the matter.			
	DN asked if the matter could be carried to February's meeting, when he would be an elected Director. DL stated that meetings were held between past Commodore Derek Copeman and past Chair of BSAC Tom Voice, when this exception was agreed. DR suggested that past Board minutes be revisited to ascertain whether the arrangement was agreed by the Board. The item would be discussed again at February's meeting.	TL	Asap	
408	CORRESPONDENCE			
408.1	Norman Stenning			
	Mr Stenning wrote to the Club outlining the reasons why he had resigned his membership, all had received a copy. His reasons were valid and he had been largely happy with his time at the Club. Mr Stenning had received a reply.			
408.2	RNLI Shoreham			
	Letter received from the Lifeboat Operations Manager, Keith Phelps, thanking the Club for its donation to Peter Huxtable's retirement present			

	and for the use of the Club for his retirement party.			
409	ANY OTHER BUSINESS			
	None			
410	VOTE OF THANKS			
	Commodore thanked those Directors who were retiring at the AGM, those being; John Pryke, Dave Lee and Mike Twell. He thanked them all for the time and dedication they gave the Club during their time in Office. He advised, should they wish, that they would all be welcome back as a Director in the future.			
	LW stated that John Pryke had asked him to pass on his thanks for the time spent on the Committee and that it certainly was his intention to stand again.			
	MT also thanked the Board and it had been a pleasure to serve.			
411	PERCY LUDGATE TROPHY			
	Discussion held, and recipient agreed.			
412	DATE OF NEXT MEETING			
	20 th February 2012.			

There being no further business, the meeting closed at 2153

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