

# RATIFIED

## SUSSEX YACHT CLUB MINUTES OF THE MEETING OF THE MAIN COMMITTEE HELD MONDAY 21<sup>st</sup> JANUARY 2013

**Present:**

A Saunders,	Commodore & Chair
D Ramus,	Vice Commodore
D Skinner,	Rear Commodore, Chair Moorings & Maintenance Cttee
L Woodhams,	Rear Commodore, Hon. Treasurer
C West,	Rear Commodore, Chair House Committee
T Kinch,	Director
I O'Dell,	Director & Chair Dinghy Committee
G Roberts,	Director
Di Saunders,	Director
Pat Hill,	Director
D Norwood,	Director
S Vyse,	Director
T Cork,	Director, Sailing Section Captain
M Mayall,	Director
T Leigh,	Ex-officio, Secretary
Jacqui Flood,	Ex-officio, Minute Secretary
N Haines,	Director Elect, Chair, BSAC
A Weber,	Director Elect, Safety Boat Manager
M Rummery,	Director Elect
N Fraser-Betts,	Director Elect
G Weston,	Director Elect
D Golding,	Director Elect

**Apologies:**

K Headon	Director, Training Principal
B Watkins	Director

**Absent:** None

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

557	MINUTES OF PREVIOUS MEETING	WHO	WHEN	STATUS
	Agreed true summary of the meeting.			
	Proposed: CW 2 <sup>nd</sup> : SV Carried Unanimously			
558	MATTERS ARISING			
	<b>558.1 547.1 – Catering</b>			
	SV advised that he was still working on a page for the Caterer on the website.	SV	ASAP	ONGOING
	<b>558.2 547.2 – Sussex University</b>			
	TK reported that his contact at the University was currently collecting membership fees from those wishing to join. He	TK	ASAP	ONGOING

		would be meeting up with her again.			
<b>558.3</b>	<b>551 – Heart Defib</b>				
		Item on agenda.			
<b>558.4</b>	<b>552 – RYA Grant Funding 2013</b>				
		Item on agenda.			
<b>558.5</b>	<b>553 - Bar Franchise</b>				
		PH confirmed that any food prepared but not sold, did not require a hygiene certificate.			CLOSED
<b>558.6</b>	<b>555.3 - Vernon Hardman</b>				
		Commodore advised that this item was now closed.			CLOSED
<b>558.7</b>	<b>556.2 – Trailer for Solent Rib</b>				
		Item on agenda.			
<b>558.8</b>	<b>556.5 – Fairview Sailing</b>				
		Item on agenda.			
<b>558.9</b>	<b>556.6 – Trophy Secretary</b>				
		TL advised that the new Trophy Secretary would not be involved in the AGM and that the Office would be dealing with the trophies on the day. TL also confirmed that the new Trophy Secretary had been in to the Office and spent time with himself and Jacqui in the last week. He suggested TC and IOD made contact with her to discuss their requirements for future events.	TC/IOD	ASAP	ONGOING
<b>558.10</b>	<b>556.7 – Annual Report</b>				
		Following a request for the minutes of the 2013 AGM to be posted soon after the meeting, it was agreed that this would happen.			CLOSED
<b>559</b>	<b>PRE AGM MATTERS</b>				
		Commodore asked whether anyone had anything for discussion. No one had.			
<b>560</b>	<b>MAIN COMMITTEE MEETINGS – DATE OF FUTURE MEETINGS</b>				
		DR advised that it had been his intention to move the Board meetings to Tuesdays but due to many attendees' other commitments and the unavailability of the room for part of the year, he has decided not to progress with the change of day. Meetings to be on Mondays still.			
<b>561</b>	<b>BAR REFURBISHMENT</b>				
		DR stated that it was his intention to hold a presentation and Members'			

	consultation after the AGM. DR distributed copies of the plans. DSki noted that there was a window where the current trophy cabinet stands. DR advised that the middle section of the cabinet would be relocated to the south east corner and the old window behind the cabinet reinstated.			
	TL reminded the meeting that it was a requirement of the Club's insurance that a cctv camera is directed on the cabinet.			
	SV asked whether there would be any more space for trophies. DR advised that on the north side there would be space for ship models and extra space might be possible there. Agreed that extra space for trophies was important.			
	GR asked whether Hocine's opinion had been sought, as he believed Hocine should be given an opportunity to comment on the plans. DR confirmed he would speak with Hocine.	DR	Asap	Ongoing
	DR confirmed that he and TC would make the presentation and lead the Q&A session after the AGM. He also confirmed he would be speaking with Hocine tomorrow. DSki asked that the Refurbishment Committee consider purchasing a chair trolley to assist in the moving of the chairs.			
	Dave Norwood arrived at 2028.			
<b>562</b>	<b>PARCELFORCE DEVELOPMENT</b>			
	LW reminded all that he and TL had attended a meeting with the developers of the site but had not heard from them since that meeting. LW advised that the developer were resubmitting their plans.			
<b>563</b>	<b>1<sup>st</sup> Qtr MANAGEMENT ACCOUNTS</b>			
	LW advised that spending was within budget and income slightly better than budget. The income from the Footbridge was now being shown. The only major change from budget was the forecasted rate of resignations and lapses, which were at their lowest figure for many years.			
	DSki commented that Southwick Moorings were down £7k due to the new extension, which is not in place but income budgeted.			
	LW thanked budget holders and the Office for their excellent reporting.			
<b>564</b>	<b>HEART DEFIB MACHINE</b>			
	There was an item on the agenda asking for funds release to purchase a heart defibrillator to be sited in the Club. DSki advised that on seeing this item he spoke with the NHS and asked what the expected response time in Shoreham. He was advised eight minutes.			
	After further conversation, DSki was advised that the NHS were	DSKI	ASAP	ONGOING

	possibly looking for sites in Shoreham to place defibrillators. The units could be sited free of charge and up kept by the NHS. DSki, in agreement with the Committee, would speak to the NHS again to see if this would be a possibility at SYC and report back next meeting.			
<b>565</b>	<b>“A” PONTOON MAINTENANCE</b>			
	DSki asked for the release of budgeted funds of £10k for the maintenance of the pontoon. LW reminded DSki that the budgeted figure was for all mooring maintenance and asked whether he believed there may be further call on the budget. DSki stated that there may be a possible spend of some £4-8k on the piles at Southwick. DSki stated that although he was requesting the release of £10k he would get a better idea of how much will need to be spent on the moorings once their condition is known, the committee would report back to a future meeting.	TK	Feb/Mar	Ongoing
	DSki proposed the release of £10k.			
	Proposed: DSki 2 <sup>nd</sup> : LW Carried unanimously.			
<b>566</b>	<b>RE-ROOF OF STORE SHEDS</b>			
	DSki advised that this was a budgeted item and was required as they were leaking. TC asked what the guarantee period was. TL advised it was 15 years. LW commented that the Club should receive a guarantee of the work from Sussex Asphalte as well.			
	DSki requested release of £1,550 for re-roofing of Store sheds.			
	Proposed: DSki 2 <sup>nd</sup> : SV Carried unanimously			
<b>567</b>	<b>SOLENT RIB TRAILER</b>			
	Adrian Weber confirmed paperwork distributed.			
	IOD proposed funds release of £1,500 for trailer.			
	Proposed: IOD 2 <sup>nd</sup> : TC Carried unanimously			
<b>568</b>	<b>WAVELENGTH – SPRING EDITION</b>			
	MM advised that the deadline for the Spring edition was 1 <sup>st</sup> March. He asked all to provide articles.	ALL	1/3/13	ONGOING
<b>569</b>	<b>LAPSED MEMBERS’ LISTING</b>			
	The list was read through.			
	Proposed: DR 2 <sup>nd</sup> : SV Carried unanimously.			
	LW put forward the proposal that anyone on the list who wished to renew their membership before the date of February’s meeting, be			

	allowed to do so without a rejoining fee and with continued membership. GW advised that Dave Woolgar is erroneously on the list as he is a life member. His name was removed.			
	Proposed: LW 2 <sup>nd</sup> : DR Carried unanimously			
<b>570</b>	<b>CORRESPONDENCE</b>			
	<b>570.1 Robin Hunter</b>			
	Agreed that TL would respond to Mr Hunter. Meeting agreed it was regrettable that Mr Hunter had chosen to resign his membership.	TL	ASAP	CLOSED
	<b>570.2 Dave Lee AGM Question</b>			
	DR advised that he and LW met with Mr Lee and discussed the points raised in his letter. Mr Lee advised that as a result of the discussion, he would not be raising the issue at the AGM.			CLOSED
	The following three items were put on the agenda by KH who was unable, at short notice, to attend the meeting. The items were then taken up by the Secretary and other Directors on KH's behalf and may be subject to future discussion from KH.			
<b>571</b>	<b>RYA GRANT FUNDING</b>			
	LW advised (in KH's absence) that following a meeting at Newhaven, where the changes to the structure for RYA funding was discussed, he and KH believed that the Club could still be eligible for funding.			
	KH and LW were looking at a possible grant for refurbishment of facilities at Southwick. The RYA was moving away from funding youth and disabled sailors towards the 30-45 age range. In order for the Club to progress with any application, it would require a person who was able to lead the application and deal with the necessary paperwork.			
	DSki commented that he believed the most suitable person for this role would be KH. LW advised that although KH was more than willing to support the role he was unable to fulfil the requirements due to other commitments. DSki suggested that Frank Kay may be a suitable candidate.			
	SV asked whether KH was happy for someone else to lead? LW confirmed he was and would give all the support he could.			
	DSki to speak to Frank Kay.	DSKI	ASAP	ONGOING
<b>572</b>	<b>FAIRVIEW SAILING TIE UP</b>			
	TL advised that the Training Section was now committed to and had booked six boats from Fairview to run three Day Skipper and three Coastal Skipper/Yachtmaster preparation courses. The instructor had			

	also been booked. Indications are that 15 current theory course students would wish to book spaces and KH was optimistic of filling the remaining c15 spaces.			
	TL also advised that KH wished to honour the agreement he had made with Fairview and did not wish to cancel any of the booked boats even if it meant running the course at a slight loss. LW enquired as to whether the monies released for publicising this course had been spent. TL confirmed that none, as yet, had.			
<b>573</b>	<b>PROMOTIONAL OFFERS STANDARD</b>			
	TL was aware that KH wished to bring a proposal to the Committee to offer a promotional rate for membership for non-Members who book a number of courses but did not wish to propose an offer that was either better or worse than any others offered by the Club.			
	SV believed that a generic promotion should be drawn up. TC suggested that he, SV and KH have a meeting to discuss a discount system and report back next meeting.	TC	Feb	ONGOING
<b>574</b>	<b>ANY OTHER BUSINESS</b>			
	<b>574.1 Lancing Sea Scouts Rib Launch 10<sup>th</sup> Feb</b>			
	TL advised that the Lancing Sea Scouts had been donated a new safety boat, at a cost of some £40k, which is designed also for disabled use, to replace their current safety boat. They have asked for permission to hold an official launch party to which the Board was invited. After discussion it was agreed that DSki would represent Sailability and Adrian Weber would make contact in his role as Safety Boat Manager			
	<b>574.2 Sailability – Charity Ink Cartridge Collection</b>			
	TL advised he had received an enquiry from Sailability as to whether the Board would be in agreement for them to ask the Membership for old ink cartridges and for these to be collected by the Office. All agreed this could happen. TL to advise	TL	ASAP	Closed
	<b>574.3 AGM Dress &amp; Photo</b>			
	All Directors to wear Cowes Rig or lounge suit. Unfortunately the photographer was unable to attend this month for photos and they will now be taken before February's meeting. TL also asked that if anyone was bringing their partner to the AGM, if he could be advised for seating purposes.			
	<b>574.4 Food for AGM</b> PH asked for anyone who could provide savouries or cakes for the AGM, donations would be appreciated.			
	<b>574.5 ASR</b> GR expressed concerned over the proposal to build a large shed around the ASR, which could take the space of two			

houses. GR understood that Planning had been consulted but he was concerned about the Members' thoughts.

It was agreed that the owner would be spoken to, to ascertain the current situation and his future plans. TK stated that a drawn up list of questions should be raised before such a meeting.

TK/GR

Feb

Ongoing

**574.6 Southwick Hirings**

Commodore reminded all that when Southwick is hired, it must be returned to its original condition with all rubbish removed. A recent hire left the building in a mess and some heating left on. TL advised that the person responsible for this hire would be speaking with the cleaning contractor.

**575 DATE OF NEXT MEETING**

Monday 18<sup>th</sup> February.

The Commodore thanked all for their support during his time as Commodore and to those past Directors as well. He wished everyone luck for the future.

There being no further business the meeting closed at 2144.  
I agree the above to be a true summary of the meeting.

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