

DRAFT

**SUSSEX YACHT CLUB
MINUTES OF THE MEETING OF THE MAIN COMMITTEE
HELD MONDAY 20TH OCTOBER 2014**

Present:

D Ramus	Commodore
S Vyse	Vice Commodore, Chair Publicity & New Members
T Kinch	Rear Commodore, Chair Moorings & Maintenance Cttee
L Woodhams	Rear Commodore, Hon. Treasurer
Hazel Arnold	Director, Rally Secretary
T Cork	Director, Sailing Section Captain
D Golding	Director, Buildings Maintenance Committee
N Fraser-Betts	Director, House Committee
K Headon	Director, Training Principal
M Naldrett	Director, Chair BSAC Committee
G Roberts	Director, Moorings & Maintenance Committee
D Skinner	Director, Moorings & Maintenance Committee
A Weber	Director, Safety Boat Manager
G Weston	Director, House Committee
T Leigh	Ex-officio, Secretary
Jacqui Flood	Ex-officio, Minute Secretary

Apologies:

Pat Hill	Rear Commodore, Chair, House Committee
J Pryke	Director, Chair, Dinghy Committee
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

787 MINUTES OF LAST MEETING 21ST SEPTEMBER 2014

Agreed as true summary of the meeting.

Proposed: Commodore Carried unanimously

788 MATTERS ARISING

788.1 773.1 Bar Refurbishment Update

TL advised that the Commodore had met an external contractor with regard to designing the Bar. They produced two potential layouts and the Commodore, taking in to consideration the views expressed by the Membership, chose one.

The contractors are to report back with costings. They are working towards an installation date just after 1st January 2015.

788.2 773.2 EPOS Till

TK reported that nothing had been decided and asked that the item be removed until such time as a permanent replacement for Hocine could be worked with.

788.3 773.3 – Open Day

Commodore advised that he had spoken with the organisers of Beach Dreams regarding a date for 2015. He advised that it had been set for 20 and 21 June. Although the tides are good for the Club's proposed activities, it is a very active sailing weekend. After deliberation it was decided that the Club would have a presence at Beach Dreams over the weekend of 20 and 21 June and hold the Club's Open Day on Saturday 6th June. Dski offered his services to arrange and DG to assist Dski.

788.4 773.4 – Sailability Donor Request

KH advised that the donation from "Wooden Spoon" had been received and a new boat, more suitable for our disabled members to race in, had been purchased.

788.5 125th Anniversary Committee

HA confirmed that Herself, Ben Coe, Dave Lee & Sam Lippett were the core of this committee to date

789 BAR/CATERING FRANCHISE

TC left the meeting at this point due to conflict of interest. A discussion was held regarding the future of the Club's franchisees and full details are in the Confidential Minutes of this meeting.

790 ANNUAL REPORT & ACCOUNTS

LW asked whether anyone had any questions on the Accounts that had been submitted for approval by the Committee.

Dski asked whether the employment figures were higher than budget because of cleaning being brought in-house. LW confirmed that this was correct, though the savings budgeted for cleaning had dramatically reduced. LW also advised that the staff received a cost of living increase, the first in some years.

Dski asked whether the sum of £57k in repairs and maintenance included the extension work at Southwick. LW advised that that was in the previous year's figures.

SV asked about the difference between bad debts. LW advised that every year over the last three years the club had taken provision of bad debt to £5k. The Club had been very good at debt management and had not written off debts for a couple of years. There had been a couple of unfortunate incidents where members had left leaving with debts but due to good debt management the provision was reduced from £15k to £10k.

It was commented that postage and telephone had risen

dramatically. TL advised that the cost of installing a new phone line and broadband at Southwick was included in this plus the purchase of a new franking machine (old one broken). Computer consumables was queried at £6k. Advised this included costs of new server, its support and servicing of hardware and software not just the inks etc used. Although the heading read "computer consumables" it would be clearer if it were labelled "IT expenditure".

SV enquired as to what the spend of £6.5k on Publicity and New Members was. TL advised SV that the amount he queried was for; clubhouse sign, planning application, web hosting, champagne, Open Day, reusable banners, fixtures card, parking permit holders. SV was satisfied with TL's response..

KH advised that due to the timings between financial year and training year rarely gave an accurate picture of the finances, turnover was good despite a sharp rise in the cost of books from the RYA.

TC commented on the increase in light/heating, which was up some 15%. LW stated that this was entirely down to increase consumption of electricity, gas spend remained constant.

DG asked what the figure for "donations to charity" was for. LW advised that Sailability subsidises their members' membership fees by two-thirds. The Club then gives this subsidy back to Sailability by means of a donation.

GW asked whether the £5k donated from the estate of the late Charles Partridge had been used. He was advised that it had not but the Club's Auditors stated that it could not be accrued again. GR suggested that the Members be asked at the AGM.

TC commented that the Club had had the same auditors for a number of years and wondered whether after such a long association they may become somewhat complacent in their auditing of the Club's accounts and whether a change should be considered.

LW stated that he was more than happy with the way in which the Auditors conducted their audits and that they were far from complacent and kept the Club on its toes. He did not see there being any benefit from changing from a company that provided an excellent service at a very good price.

TK asked whether the Club was provided with an Auditors' report. TL confirmed that this had been provided. TK stated that as the Club is in receipt of this it can be said that the Board acted diligently.

LW advised the Board that the Club, due to its size, does not have a legal duty to have its accounts audited but chooses to do so as it is the Members' money and provides much more detailed analysis of internal controls and checks.

Proposed: LW 2nd: TK Carried Unanimously

TL advised that at the AGM in January 2014, Jim Partridge mentioned the Letter of Representation and asked whether this was read to the Board. At that time, TL advised that the letter was read and signed by the Treasurer and Commodore. LW read the letter to the Board.

791 AGM

791.1 Directors Appointments

TL reminded all that four Directors (one third) were required to stand down at each AGM. He advised that two had already confirmed they would be standing down; John Pryke, who would not be restanding and Dski, who would be restanding. Two further Directors would be required to stand down. As no volunteers had come forward, it was decided that the fairest method would be by ballot.

The longest serving Directors; NFB, DG, MR (HA stood in for MR), AW and GW were given envelopes by KH. Each envelope contained a nomination form. If the form received was notated as "Void" the recipient did not need to stand down. If the form were blank, the recipient would be required to stand down and use the form if they wished to restand.

NFG, MR and AW received "Voided" forms and did not need to stand down. DG and GW would be required to stand down and submit nominations forms if they wished to restand.

791.2 Honorary Members

SV had previously asked the Board if it was willing to nominate Amanda Jupp (Chair, West Sussex County Council) and John Davis, supporter of the Royal Escape Race, for Honorary Membership. It was agreed that the position of Chair, West Sussex County Council would be offered Honorary Membership. The Board were willing to nominate both of these people.

It was also suggested that Martin Lindsay-Hills, who served Sailability for many years, also be offered Honorary Membership now that he is, unfortunately, not in a position to be an active Member. All agreed excellent idea. GW asked whether the Board would consider offering Honorary Membership to Hocine Zioui. The Commodore stated he would be delighted to propose this and the Board agreed unanimously. Final list to be voted on at November's meeting. TL reminded all that any other nominations should arrive in the Office, on the appropriate nomination form, no later than midday on 31st October.

791.3 President/Flag Officers

Commodore advised that he was putting himself forward to

serve another year as Commodore. This was because he wished to complete certain projects before stepping down.

His Vice Commodore and Rear Commodores had also confirmed that they would be standing for their current positions.

As it was the Commodore's intention to stand for a third year, this would put the Commodore/President service out of kilter. The Commodore had spoken to the President, who has agreed to stand for another year as President, he had done this with the agreement of the Vice Presidents with whom the Secretary spoke to.

791.4 Percy Ludgate Trophy

All were advised that nominations for this trophy, which is awarded to a Member, who was not a Director, for contributions to the Club "above and beyond the call of duty", would be discussed and agreed at November's meeting.

All 24th Nov

792 SYC ELECTRICS

TK advised that it was his intention to bring a proposal for the external electricity supply to this meeting but was still waiting on some quotations. He wished to advise the Board of his proposal in order that any questions could hopefully be dealt with.

Currently the Club cannot reclaim electricity spend from charges. The current supply is insufficient and inefficient. The present moorings and lay up charges have a portion that is for "access to electricity" as a supply cannot be guaranteed. The Club cannot increase its supply in to the Club.

TK advised that his Committee wished to bring in a proposal to install a metering system for electricity supply to moorings, lay ups and stores (ie. external supply). He had been dealing with a company called Meter Macs who can provide a prepaid system, which can be managed by the customer online. Each Member would have a code to gain access to electricity from any bollard. The company has provided the Club with the spec for the system in order that the Club may obtain other quotes.

TK advised that the aim of the proposed, new system was the fair usage of electricity. TK had pre-empted the question of a reduction in mooring/layup fees and this may happen in future years.

TK confirmed that once he was in receipt of all required information he would circulate a detailed report for vote. KH asked whether there would be contractor codes? TK advised contractors could have codes and these could be associated with a Member's account, otherwise the contractor should pay in advance.

TC asked how the system would affect those on Riverside Yard moorings, who are not Members, and who currently have access.

TK stated that their access would end when the system was installed. TC asked whether there would be additional outlets. TK advised that there will not be any additions.

LW asked whether the budget of c.£45k would be exceeded? TK believed that it probably would not be sufficient but capital expenditure would be recovered over four years.

TL advised the meeting that the Club had submitted an insurance claim in the sum of £15k for damage to the bollards from the floods last year, which has not yet been spent and loss adjusters have approved a settlement allowing for betterment.

KH asked how costs would be recovered? TK advised that because he was expecting to see a reduction in demand it was difficult to put accurate time of recovery. TK advised that all Club leads would have to be modified to standard three pin. These could be done by members or the boatswains upon request.

793 SHOREHAM/TARMOUNT FLOODING

TK stated he was still waiting for planning permission to be granted and that all submission had been made to Adur. TL and TK had held a meeting with the council and engineers. The Environment Agency is objecting and this was being looked in to.

794 SOUTHWICK DELAPIDATION

TL had previously distributed a paper further to meetings held with Chris O'Neil (club member and knowledgeable in this field) on potential sources of grant funding which the club may be able to apply for. SV commented that any dealings with Europe should be dealt with as quickly as possible. TL will research these further and advise the board of suggested courses of action in due course

TC asked that thanks be passed to Chris O'Neil for all his help in this matter.

TL advised that MR had agreed to assess what work is required to keep Southwick safe over this winter.

MR Nov Ongoing

795 FIXTURE CARD 2015

SV thanked all those who had provided their information. He will be chasing those who had not.

796 WAVELENGTH

SV advised that a deadline for submissions for the Christmas edition of Wavelength had not yet been set. This edition will include AGM matters.

797 COMMENT BOOK

GW advised that there was only one comment, which was anonymous and asked why there were not any comments!

798 MEMBERSHIP MATTERS

798.1 New Members' Listing

List read through. TC believed that one member was a liveaboard. SV advised that he believed a liveaboard laid up was different to one on a mooring. GR commented that it was against the rules. TL confirmed that he had a permanent address for this Member.

GR stated that there was a need for a crack down. TL advised that the Member's address was valid and current to the best of his knowledge. TK asked TL to write to the Member at their home address to verify the situation.

TL Asap

Regret was expressed at the resignation of Geoff and Carol Parker.

JF advised the meeting that Joan Braham recently passed away.

798.2 Letter from Membership Applicant

Due to the personal nature of this correspondence, it was dealt with under the Confidential minutes of the meeting.

798.3 University Sailing Membership

TC advised that currently 18 had signed up for membership this year and it was hoped that another seven would do so. KH reminded that legally all students must have legal membership status if they continue to sail after their third visit. TC to provide list of those who have joined so far to KH.

TC Asap

799 CORRESPONDENCE

Jennie and David Skinner. Letter of thanks received from Jennie and David for the Club's gift of flowers celebrating their Golden Wedding Anniversary.

800 ANY OTHER BUSINESS

800.1 Hocine Zioui

TC enquired whether the Club would be holding a leaving do for Hocine. GW advised that it was Ho's 60th birthday on 2nd January. Commodore asked GW to discuss possibilities and report back.

GW Asap Ongoing

800.2 Old Pulteney Maritime Hero Awards

TL advised that the Commodore nominated two Members for the above award and he was pleased to advise that Barbara Runnells had been chosen as a semi finalist. We will be informed later this month whether her nomination progressed any further.

TL also advised that the other Member, who unfortunately was not short-listed was David Skinner. Old Pulteney were very impressed with David's contributions to his Club and send a miniature whisky to be presented to him.

AW left the meeting at 23.08

800.3 David Skinner

Commodore congratulated David on his upcoming 80th birthday.

800.4 BSAC Advertising Board

MN asked for permission to re-erect BSAC's advertising board. Agreed.

800.5 Parking in front of Safety Boats

KH advised that cars are parking in front of the Safety Boats and this had once caused him to cancel a course and does affect the Club's on the water activities.

TK advised he would speak with his Committee as to the best solution and report back.

TK Asap Ongoing

800.6 Youth Team Calendar

SV advised that there is currently being produced a calendar, with profits going to the Club's Youth Team. They were looking for a donation of £500 for production and SV wanted to give this sum from "The Friends of the Royal Escape". All agreed good idea. SV also advised that there were a few months still available to sponsor at £100.

800.7 Mike Hammond

TL advised that Mike Hammond, the Assistant Boatswain, was leaving the Club's employ on Friday to join the Port. The Board wished him well. Commodore and Vice Commodore to make presentation of a gift to him on Friday evening.

Comm/
SV Fri 24th

800.8 Member for Non-Member Charge Rate

TK stated that he wished the Board to take an email vote on his Committees' proposition to include a new charge rate for Members who bring non-Members' vessels here for work.

TK asap

MN left the meeting at 23.18

800.9 Lift Out Rates – Boats over 12m

Commodore commented that the rate for lift out of boats over 12m was nearly double the over 10m rate and, although he had a personal interest in this charge, did not believe it was fair. TK advised that his Committee had

TK Asap Ongoing

debated this and decided not to change it. TK said he would raise this again with his Committee.

801 DATE OF NEXT MEETING

Monday 24th November – extra week to finalise Fixture Card.

There being no further business the meeting closed at 23.20

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

