

DRAFT

**SUSSEX YACHT CLUB
MINUTES OF THE MEETING OF THE MAIN COMMITTEE
HELD MONDAY 21st March 2016**

The meeting commenced at 20:06

Present:	S Vyse	Commodore, Chair Publicity & New Members
	L Woodhams	Rear Commodore, Hon. Treasurer
	K Headon	Rear Commodore, Training Principal
	I Bush	Director, Chair, House Committee
	H Foster	Director, House Committee
	D Golding	Director, Buildings Maintenance Committee
	A Macey	Director, House Committee
	N Prescott	Director, Moorings & Maintenance Committee
	T Cork	Director, Sailing Section Captain
	G Roberts	Director, Moorings & Maintenance Committee
	D Skinner	Director, Moorings & Maintenance Committee
	D Terry	Director, Sailability Committee
	K Knight	Director, Safety Boat Manager
	T Leigh	Ex-officio, Secretary
	J Bignell	Ex-officio, Assistant Secretary
Apologies:	T Kinch	Vice Commodore, Chair M&M and BMC Committees
	G Weston	Rear Commodore, House Committee
	J Pryke	Director, Dinghy Section Captain
	M Rummery	Director, Moorings & Maintenance Committee

Absent:

Item: Action to be completed

Action: Person assigned to complete the Action

Deadline: date by which the Action is to be completed by assignee

Status: Ongoing, On Hold, Overdue, Complete

	Item	Action
1001	MINUTES OF PREVIOUS MEETING	
	All agreed true summary.	
	Proposed: Commodore	Carried: 11 Abstention: 1 (TC)
1002	MATTERS ARISING	
	1002.1 Race Results PC	
	Commodore advised meeting that the PC is not sufficiently robust and agreed faster PC needs to be obtained in preparation for the racing season. Dorian Woolgar may attempt to update it but otherwise it will most likely cost £100 - £200 to replace. Commodore is liaising with David Nunn in the meantime with regard to the results and website.	SV

1002.2 Volunteer Directory

All sections were asked to provide TL with details of their committees and any volunteer roles that needed filling. Only two responses have been received to date and Commodore emphatically stressed this must be done forthwith.

All
Sections/
TL

2015 – LW arrived at the meeting.

1002.3 Staff Group Membership

LW was asked to reword proposal and bring to next meeting to allow staff to apply for Associate Membership at a fee of £20pa (single). The proposal has not been finalised yet and will be brought to the next meeting.

LW

1002.4 CASC Status

LW confirmed the Club will remain in CASC this year but we have a reporting requirement that must be undertaken. It was stressed that we must be running as a sports club and not a social club in order to receive CASC status, and participation is the key issue. HMRC have not yet confirmed whether there will be any penalty attached for non-compliance. The background information is that we receive 80% relief on business rates. Commodore confirmed that every member counts regardless of their ability to participate. The requirement is therefore that we must record information throughout the year to provide proof. A suggestion was made that the renewal form is updated to include an agreement to undertake 12 named activities throughout the year.

LW

1002.5 Fixtures Card

Commodore advised that the Fixtures Card PDF was sent out for approval at the weekend. He requested a cut off date of 22 March 2016 for comments. TL will send it to Dave Norwood for the Diving Section's comments.

TL

The Sailability Christmas Dinner date is not yet confirmed and IB requested confirmation that this is booked.

1002.6 Sections Constitution Drafts

The Diving Section are to be asked to produce a constitution and subsequently all other Sections will be asked to do likewise. An outline template needs to be produced for elections of committees and this is to be sent to all on membership prior to arrival on the day for voting. The proposed constitutions will then be debated by the Board. Although a template will be provided, it was agreed that constitutions can be produced from scratch.

LW

1003 AGM

The Minutes have been distributed and Matters Arising are deferred to April as a lot of discussion has taken place and further review is required.

1004 SHOREHAM SLIPWAY

Commodore updated that the Adur Centre option has fallen from favour and that SYC have been asked if we are prepared to support either of the alternative options which are Ferry Road and Soldiers Point. Commodore confirmed that we are maintaining a non-committal response and have requested further information from SSG on various concerns over Ferry Road. The feeling of the Flags is that Soldier's Point would not be appropriate because of parking issues impacting on SSC.

1005 SYC DIVING

The Commodore discussed SYC continuing to have a diving section and a straw poll was taken which indicated the majority wished this for to continue (this was not unanimous). A further straw poll showed more support for BSAC than a commercial venture. Discussion was held around the value of the boat and compressor which would be given to SYC and therefore become our responsibility for future maintenance and insurance risk.

SV

It was considered that too much time had already been spent both in and outside of committee discussing the formation of a dive section to little result. All of those concerned should be invited to discuss how a dive section that was inclusive to all members diving could be formed as this was likely to be the only outcome that would be accepted by the board. Commodore will speak with the parties interested in diving to explain that unless a satisfactory solution can be found it may call into question the future of diving in any form at SYC. It was noted that as Chris West will be away for 6 weeks this will be deferred until May.

1006 HOUSE

1006.1 General Report

IB confirmed that the pictures will be returned to the lobby by the end of the week. All Royal Escape pictures will be shown in the Royal Escape Room. The lobby outside will have heritage/old photos and the front lobby will house one noticeboard for forthcoming events. All other notices will be in the corridor. Burgees now have label holders so they can be recorded and updated. Decorating has started with the new colour scheme and this was well received.

A request was made for the outside training room to be updated and this is to be added to the list of works.

IB stated that Southwick will be open after Easter.

Discussion was held around the St George's night dinner as the Admiral has advised he will be putting wine on the tables. The menu is to be sent to the Commodore for uploading to the website. Commodore hoped that all Directors would attend this event.

1006.2 Membership Hiring Rights

Question was raised over whether one full year of membership is required before hiring benefits are available. LW stated that the MMC are to discuss this point with the HC to ensure the same philosophy and strategy is being implemented before going into the budget round.

KH queried how a programme that was prepared in September had been changed subsequently by an individual booking and wished to ensure that club activities will have priority in the future. It was confirmed that there had been some confusion around the fixtures list at the time and this would not recur.

1006.3 Comments Book

An anonymous comment was left alleging a major hirer had brought in their own food. IB has requested more details, despite this being anonymous, but early investigations have shown that the group concerned were not present at that time.

1007 MOORINGS & MAINTENANCE COMMITTEE

1007.1 General Report

TL reported in the absence of TK.

1007.2 MeterMacs

TL reported that the installation is back on track to within 3 or 4 days. The physical installation is due to be finished by the end of the week and software will be uploaded after Easter. TK will recommend a 'go live' date which will probably be towards the end of April or early May.

Concern was raised that Southwick will continue to receive free electricity while the Shoreham boat owners will start paying, and this was considered unfair. LW stated that the east end of the yard at Shoreham has consistently risen with electrical consumption and needed to be targeted first. KK feels the difference between the two sites will continue to be brought to the Board as an ongoing issue. It was noted that those using Southwick are already paying higher mooring fees than elsewhere in the club.

1007.4 Boatpark Gates

TK prepared a document and proposed that the tarmac is undertaken in accordance with the higher of the two quotes shown. This will provide some flexibility. LW suggested we provide the MMC with a contingency of 10% of the sum quoted of £6,350.00

Prop: TK, 2nd: GR, Vote: In Favour, All

1008 BUILDINGS MAINTENANCE COMMITTEE

1008.1 General Report

Painting at Shoreham is scheduled to be almost completed by Easter.

Painting at Southwick has finished until the building work has been completed after Easter.

House Committee are considering future of Jackson's Folly and will bring their proposal to BMC for follow up by the main Board.

Commodore advised that he would like the use of Jackson's folly as a temporary kitchen for "125" events in 2017.

TK, TL and Ben Coe have been looking at the 2012 risk assessments and updating with the recommendations made. New risk assessments will be produced for fire and flood risks. This is not related to yard activities.

1008.2 Loft Cupboard Rewire

TK requested a funds release for the electrics work at Southwick as all old wiring etc has been left in situ despite rewiring and junction boxes having been replaced. Proposed release of £2,580 for this work

Prop: TK, 2nd: LW, Vote: In Favour, All

1008.3 RER Renovation

TK and KH had discussion after last meeting and a kitchenette is now proposed (without plumbing) and a smaller secure storage cupboard for training materials. The proposal is to be drawn up and KH will review when it is ready.

TK

1009 SAILING SECTION

1009.1 General Report

Two races have taken part so far.

The Commodore voiced concerns about safety rules and whether there is a problem taking students out with current life jacket policy. He requested that this be looked into in time for the next Board meeting. LW stated that his understanding is that all life jackets produced after 2012 must comply with new regulations but pre-2012 do not need to comply. TC will check and report back.

TC

1009.2 Statistics on 5 years race/rally attendance

LW stated that despite an increase in racing there has been a financial input reduction. TC will investigate. LW stated that it is imperative that the anomaly is understood to ensure that we billing and race entries are appropriate to undergo audit scrutiny, particularly in respect to our CASC status. LW will discuss with TC to provide guidance.

1010 DINGHY SECTION

1010.1 General Report

In JP's absence TL reported that 13 boats participated in the Cooler Series and was won by Alex Gooch. The next club event will be the Salty Shell held over Easter.

1010.2 Dinghy Storage update - Southwick

There are only two private dinghies left at Southwick and these will be removed over the next two weeks. No more private dinghies will be registered until January 2017.

1011 TRAINING/YOUTH

1011.1 General Report

KH reported that training is very active and the Skills Day was popular to upskill our volunteers. Junior teams and Race Development have had a talk from the National Racing Coach, and KH suggested this may be something worth having at SYC. Powerboat, First Aid and VHF courses are all proving very popular. LW asked about occupancy of courses and KH stated that we are now getting bigger numbers and don't run anything unless it breaks even.

1012 SAILABILITY

DT stated that Sailability does not become active until 9th April, and fitting out will be on 2nd April. One boat is still down with RS being refitted and another has been ordered. More three day events are planned.

1013 SOUTHWICK SAILING THROUGH HISTORY

1013.1 General Report

A comprehensive information sheet was provided. LW asked how the funding will be covered by the Heritage lottery grant, and Dski confirmed we may look at other funding to meet our obligations. It was confirmed the initial £13,000 is to be used to prepare the application and reports that are required for us to prepare the Stage 1 application.

1014 PUBLICITY AND MEMBERS

1014.1 General Report

Commodore confirmed there is little to currently report.

1014.2 New Members Listing

List read through.

Proposed: Commodore Carried: Unanimously

1014.3 Open Day

Commodore has suggested 13th August for the Open Day as this SV/AM

is the only free day available, however it will be a neap tide and therefore water will be an issue for events. A small working committee will be formed and SV will discuss with AM and HF. DT confirmed that Sailability will not be able to attend. /HF

1015 125 Committee

1015.1 General Report

Commodore stated he is about to confirm the booking of the marquee with a deposit of £250. Once a complete framework of costs is available these will be brought to the meeting. Although the Flags have a £250 spending allowance without Board agreement, he confirmed that most spending and income proposals will be voted on.

1016 CORRESPONDENCE

1016.1 Support for the Royal Escape Race

It was confirmed that John Davis' support and sponsorship will continue.

1016.2 Thank you letters

TL confirmed that two communications of thanks have been received. Linda Morgan wrote in response to being invited to continue as an Honorary Member, and Mr John Davis emailed to thank the Club for Honorary Membership.

1017 ANY OTHER BUSINESS

1017.1 The Commodore stated that he had received a letter from Doug Beanlands asking whether the boat hoist can be used for lift and scrubs at a reduced rate when idle. It is understood that TK is looking at this request and an alternative through which pre-series yachts can come out for lift and scrub. To be taken to the MMC.

1017.2 The Commodore asked about club participation in the 'Paddle around the Pier' festival held 2-3 July and asked whether it was felt we would wish to take a 10m x 10m stand. This has been offered free if SYC fund the fuel bill for rescue cover (around £750). The Board were generally interested and the Commodore will arrange for a formal proposal to be drafted for consideration in April.

1017.3 DG wished to say thank you for the use of the bar for the Wellie Wailers.

1017.4 LW stated that the budget process will be roughly the same as last year. He requested that meetings are held by May Board meeting. The background data will be available in April.

1017.5 TL announced that the PG lock has a mechanical problem and will

be closed until the end of April. Notices posted.

1017.6 TL advised the Board of the distress of Penny Bryant, widow of member Rod Bryant. In February he had rung one evening to request his wake be held at the Club, but was told no. This was a regrettable error and TL has given profuse apologies on behalf of the Club. Closure has been reached and we are aiding her in the sale of the boat.

Date of Next Meeting: Monday 18th April 2016.

There being no further business, the meeting closed at 22:07

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

Summary of Actions

Item No	Item	Who	When	Status
1002.1	Race Results PC	SV/TL	April	Ongoing
1002.2	Volunteer Directory	ALL	April	Ongoing
1002.3	Staff Group Membership	LW	April	Ongoing
1002.4	CASC Status	LW	April	Ongoing
1002.5	Fixture Card	TL/SV	Immediate	Printing
1002.6	Section Constitution Drafts	LW	April	Ongoing
1005.0	SYC Diving	SV	May	Ongoing
1008.3	RER Renovation	TK	March	Closed
1009.1	General Report – Lifejackets	TC	April	Ongoing
1014.3	Open Day	SV/AM/HE	April	Ongoing