

Summary of Actions

Item No	Item	Who	When	Status
1105.1	Volunteers Directory	SV/HF/LW	Immediate	
1105.2	Staff Group Membership and Handbook	TL	Immediate	
1105.4	Section Constitutions	HF	Immediate	Ongoing
1105.5	Arun YC Reimbursement for meal	SV	Immediate	
1105.6	New Members Listing – split	JB	Immediate	
1105.7	New Members Support	SV/HF	Immediate	
1105.8	Mrs Mellor's membership	JB	Immediate	
1105.9	Mike Green membership	JB	Immediate	
1105.13	Brighton Festival Maritime Show	KK	Immediate	
1105.15	Christmas Tree Event	TL	Immediate	
1106.4	Date of AGM	TK	As soon as known	
1107.7	Finances - Training	LW	Immediate	
1107.12	Finances – Changes for next year	LW	AGM	January
1107.13	Finances – Changes in report to be implemented	LW	Immediate	
1108.4	AGM trophies – call to enter	David Nunn/ Sam Lippett	Immediate	
1110.5	Bar and Catering	TL	Immediate	
1112.1	125 Events	SV	Immediate	
1113.4	Peter Cowley	JB	Immediate	
1114.6	Sailing Section	DN/SL	Immediate	
1118.2	Sub committee minutes	HF and AM	Immediate	
1120.7	AOB	KH/SL/GS	Immediate	

DRAFT

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

The meeting commenced at: 20.01 hours

Present:

S Vyse	Commodore, Chair Publicity & New Members
T Kinch	Vice Commodore, Chair M&M and BMC Committees
G Weston	Rear Commodore, Chair Barco
L Woodhams	Rear Commodore, Hon. Treasurer
K Headon	Rear Commodore, Training Principal
I Bush	Director, Chair, House Committee
H Foster	Director, House Committee
A Macey	Director, House Committee
D Golding	Director, Buildings Maintenance Committee
G Roberts	Director, Moorings & Maintenance Committee
D Skinner	Director, Moorings & Maintenance Committee
N Prescott	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
D Nunn Director Elect

Apologies: J Pryke Director, Dinghy Section Captain

Absent: T Cork Director

Number Item

1102 WELCOME TO NEW DIRECTORS ELECT

David Nunn was welcomed by SV. Guy Stansell and Samantha Lippett were unable to attend.

1103 SAILING THROUGH HISTORY

1103.1 Andy Seares (Project Manager), Stuart Newman and Nicole Ayton were introduced to the meeting. AS gave a summary of the work they have been doing: SYC were awarded £13,000 in the summer of 2016 from the Heritage Lottery Fund and the Architectural Heritage Fund to conduct a range of activities which would be almost fully funded by those two organisations to take forward the Southwick project and all the consultants and research involved therein. The work involved was started in September and is currently on track both in terms of budget and for the latest date for submission of reports, 31st December. A further meeting with Heritage Lottery Fund will then take place to see if we can go forward to Stage 1 which would cover all the consultants involved and all types of surveys. This sum would be around £100,000 and Stage I investigations could take place in 2017. Stage II relates to all construction costs, estimated in the region of £1.5m, and would be in 2018 at the earliest with probable completion in 2019/2020. The project is currently under budget as Nicole and Stuart are not VAT registered but the majority of the initial funding will be spent by the end of December.

1103.2 Stuart Newman is the Business Consultant for the group and will produce the business plan for submission by end of December. Heritage Lottery Fund give very clear guidelines as to what is required and a lot of market research and feedback has been sought from local businesses and communities.

1103.3 Nicole Ayton has brought key skills of business development, recruitment, events management and previous working with Brighton Chamber to gather data through market research. Businesses were invited to become involved to provide data feedback through meetings and social media including Facebook, Linked-In and Twitter. Surveys were also created on Survey Monkey. The Shoreham Herald have been involved and SYC has featured in an on line article. All this feedback will be added to the business plan.

1103.4 The general response has been positive and only 2 objections were received to the proposal from 40 completed submissions. Only 2 objectors were noted during a survey of 60 businesses in Portslade and their complaint was a lack of housing and they felt our project was a waste of money. 100% however were in favour of restoring/improving the building. The venue will remain a club venue and training facility in the first place, but part of the funding requirement is a need to demonstrate that it will pay for itself and therefore offering out for private hire will be required, and perhaps having an educational involvement for local schools. Using the building more efficiently is the key. Local schools have been approached about whether they would use the venue as a proposed museum, training centre, and perhaps become members.

1103.5 DS quoted from the Historic England South East Office Report of 22nd October 2015 which confirmed the preference to keep the building as a sailing club rather than use the land for housing. It also reported that the current facilities fall below the standard required for a club. He further confirmed that if there is no community involvement, there will be no grant.

1103.6 AS reiterated that 31st January is the absolute deadline for submission and confirmed that the Board will have sight of the business plan before it is submitted.

- 1103.7 AS confirmed that the amount of funding from the Heritage Lottery would be based upon two valuations. Heritage Enterprise will pay for basic additional costs over what the value may stand at. The amount to be applied for will be known when the valuations have been done by the end of December.
- 1103.8 The values will be as a club house now (and not as a redevelopment site), and as a clubhouse once it has been renovated. This should provide a good differential because it is unlikely to be valued too high as there is no planning permission or ability to be housing, plus it is in a conservation area and Grade II Listed.
- 1103.9 The earliest date for Stage II constructions costs will be 2018. If everything goes ahead but the valuation comes in with a differential factor from Heritage Lottery of less, say £1m, £500,000 will have to be found from elsewhere by fund raising. Once the valuation is known we will have an idea of any shortfall and would start looking for funding straight away, subject to commissioning a fund raiser. The Club will need to put in 10% minimum of the actual construction costs if it cannot be found elsewhere. We can either search for other money on top of Heritage Lottery or pay this ourselves, and provided we can secure that funding Heritage Lottery will be satisfied. Potentially we can start fund raising one we know the situation at the end of January 2017. The final date for providing funds would be when we have Stage II funding secured but if this is not in place a condition would be placed by Heritage Lottery to say funding is available but will not be released until other funding is secured. The project would probably be held open in this manner for a year or so, but there would be an ultimate cut off.
- 1103.10 The question was raised as to whether the current funding scheme could disappear or if it is secure. AS confirmed that we switched to the more appropriate Heritage Lottery Enterprise and the previous scheme did not disappear, it was not so appropriate for our needs. Nothing is known of any changes at this time, and should anything happen we would be given plenty of notice.
- 1103.11 DS reminded the Board that when we have signs of an offer and before we proceed, the Board did promise the general membership that they would have consultation before continuing.
- 1103.12 It is unlikely that a meeting to go forward would be until mid-January and therefore no news would be available in time for the Club AGM. AS considered that any result from the AGM would be too late to include in the application. It must be shown however that members have been consulted in some form by the end of January (merely being on the website is not sufficient to comply with the rules of the Grant application).
- 1103.13 Members have to give their support for the submission report to be presented and we must demonstrate that a positive effort was made to engage with the members and request their responses. This could be done via an email asking members to respond to questions and this would constitute the requirement for members' support for the application. An email could be worded so a non-response is treated as acquiescence. AS confirmed that approval by the members is not the requisite matter, it is the circulation that is required under Lottery grant rules. No AGM vote is required by the English Heritage Lottery. A positive effort to engage with the members and request their responses is what is required. Minutes of former meetings will also be added to the submission.
- 1103.14 AS further confirmed that the remit for the team to work with SYC is currently only for this part of the project.
- 1103.15 The proposal for submission would not be ready by the December board meeting for consideration and therefore an email to Board members following a meeting of STH Committee would be the best way forward.

1103.16 If the draft report has been collated and submitted to the Board by 10th January, an Agenda item could possibly be added to the AGM to approve or not approve the draft report. TL advised however that circulation of documents must be made 7 days in advance and as yet no date in January has been set for the AGM.

1103.17 If absolutely necessary the 31st January deadline could potentially be asked to be moved as an extension, but this would not be favourable as it is a Lottery deadline.

1103.18 SV thanked the team for coming in.

1104 MINUTES OF PREVIOUS MEETING

All agreed true summary.

Proposed: Commodore: In Favour: Unanimous Abstention: KK – not received.

1105 MATTERS ARISING

1105.1 Volunteers Directory

SV requested that someone take over the Excel spreadsheet with all volunteers on. HF offered to take this on. LW has also done an organisation chart which he will share.

Action: SV/ HF/ LW

1105.2 BARCo & SYC Staff Group Membership and Handbook

LW has spoken to legal advisors and HR specialists. This really requires professional attention due to HMRC complications. Staff handbook is a subsidiary item to contracts of employment and with the bar staff currently not having contracts of employment this will not work. Both these items therefore can go no further forward until BARCo staff contracts are in place and these elements would be included.

Action: Subscription to an HR service to be investigated – TL

1105.3 Fixtures Card

Dealt with elsewhere on agenda.

1105.4 Section Constitutions Draft

The question was raised as to whether it is worthwhile to continue with this item as it originally pertained to one Section of the Club only. TK felt that the same situation must not be risked and therefore a structure should be put in place.

LW suggested this should form part of a general restructure that would flow from the Volunteers Directory and the responsibility of Commodore and Vice Commodore as to how Board is formed for the next year. Constitutions could then come through the management hierarchy rather than a document so it is more flexible. This could be included as one project with Volunteer and Responsibilities Directory and the structure of the Board for 2018. Any Captain of a section would amend what they do only with the authority of their reporting Rear Commodore and ultimately the Board.

Action: Take off ongoing tasks and pass to HF in ongoing project

1105.5 Arun YC Reimbursement

SV reported that he had not yet spoken to the AYC Commodore yet but will do so shortly. It was confirmed that this related to £5 per head for the SYC diners at AYC.

Action: SV

1105.6 New Members Listing – Split

Pertaining to additional membership stats to be put at bottom of listing. TL reported it had not been done because of other items taking precedence in recent weeks.

Action: JB

- 1105.7 New Member Support
Action: HF and SV to discuss
- 1105.8 Mrs Mellor – letter
It was agreed that Mrs Mellor does qualify as a Life Member as it had come to light that she had been a member for the requisite time due to being a joint member prior to her husband's death and subsequently a single member. Letter to be written by JB.

LW confirmed that Life Membership is available for anyone who has 25 years of continuous membership after their 50th birthday and also to anyone who has accumulated 50 years of paid membership irrespective of whether it is continuous or not.
Action: JB
- 1105.9 Mike Green membership
SV has not yet written. Mike Green has now rung and been advised he has been given the correct Life membership. JB to write a letter.
Action: JB
- 1105.10 Mr and Mrs Hart membership
JB reported that Mr and Mrs Hart had been advised of the decision of the last meeting.
- 1105.11 Sailing Section AGM on web
Completed.
- 1105.12 Sailing Section Fixture list – Pursuits
Completed.
- 1105.13 Brighton Festival Maritime Show
KK stated the Fringe have now asked for use of Club's facilities, toilets, bars, conference rooms, use of pontoons during the event and has offered to pay. SV stated we need sight of insurance. No objections were received from the Board for the project to go ahead, but TK asked about dates, scale of activity and what is proposed, and to ensure it does not conflict with Club's activities, especially Sailability. To compare with next year's diary.
Action: KK to action and forward to all interested parties
- 1105.14 Planning application – Frosts site
We are not going to make an objection. Our concern was about inadequate car parking but the application shows 9 dedicated spaces.
- 1105.15 Christmas tree event
Commodore had advised that only volunteer manpower could be involved and costs of tree and decorations only to be incurred. Becci (kitchen) was approached by TL who is awaiting her decision
Action: TL

1106 SDP COMMITTEE

Update on recent meetings

- 1106.1(i) A brief summary has been published in In the Wind. An important meeting was held on 16th November with Adur and Worthing District Council, their lawyers, their professional land valuation representatives and Gerald Eve for the Club. It proved to be a very positive meeting. Everything is getting the green light at the moment and the Council agreed in principle to pay all our consultancy costs associated with the scheme to move towards the next stage. Architect recruiting is under way for the revised scheme.
- 1106.1(ii) The value of the compensation is now under discussion from both sides, based on the established framework/principles that would apply if this were a compulsory purchase, which

it is not. The first principle is the cost of equivalent reinstatement of what we have by modern building standards, including clubhouse, ancillary buildings, car parking, everything to do with the scheme and the value will be ascertained by an agreed valuation cost to achieve the replacement. There will also be an element of compensation to reflect the significant inconvenience caused to SYC by the project imposition.

1106.1(iii) There is a finite pot of money of £3.5m and all costs associated, including professional fees, associated will come from this figure. £1.2m additional maximum funding from EA is purely for construction of flood defences and not for compensation of our scheme or for the buildings. If total costs for the scheme exceed the above figure, then the scheme cannot go ahead. There is confidence that agreement will be reached and Gerald Eve as Valuation Consultants are professional and working well for us. The Council's representatives are Stiles Harold Williams and it was considered that they will be fair in their figure also.

1106.1(iv) Tony Curtis represented the Oversight Committee at the meeting and he and Vernon Hardman reported there are very happy with the way things are progressing currently.

Funds release proposal

1106.2(i) A paper was submitted for funds release for the club to be able to spend up to £50,000 for the consultants' professional fees involved in the project, dependent on the Council agreeing reimbursement of the sum.

1106.2(ii) A formal undertaking is in place that provided the Council give us the authority to engage the Consultants they will reimburse us. The written confirmation is due to be received this week from the Council's lawyers.

1106.2(iii) A funds release proposal of up to £50,000 as a revolving credit facility as outlined above was made.

Proposed TK Seconded LW Carried Unanimous

1106.3 Permission from Board

A request was made for permission from the Board to disclose information to Gerald Eve and all Consultants when it is relevant to release such details.

It was considered no limitation on disclosure would be required and that it would be better to be open, although it would be given on purely on a 'need to know' basis. GW stated that timescale is all important and we cannot keep coming back to the Board for permission. NP wanted to ensure that we did not fall foul of data protection law.

In Favour: unanimous.

1106.4 Agree date of AGM 14/21/28 Jan

TK stated that an AGM must be held by end of February. TL also confirmed we are under a tight timetable in order to proceed with the building and the potential to put things off could be a crucial loss of time. SV felt the date should be agreed via email when more information is known from Gerald Eve about potential valuation. TK stated 21 January would not be convenient for him for the AGM.

Action: TK will put forward a date when known re provisional valuation

1107 FINANCE COMMITTEE

1107.1 2016 Annual Accounts - approval

LW submitted the accounts and they were taken as read.

1107.2 SYC is facing just under £3,000 deficit for the year. Insurance recoveries and betterment on travel hoist, metermacs and additional items have been included.

- 1107.3 David Nunn stated that the Bar accounts show a sum of money (£19,707) owed to the main Club that is not the same sum as shown in SYC account (£21,767). LW stated it was probably the float that has caused the difference, £1,920. *(N.B. the actual difference is > £1,920).*
- 1107.4 LW stated that as at 30 September whatever the sum is on SYC accounts, the amount loaned to Bar and Catering through transference of funds is altered through Bar and Catering to reflect that. If a transfer has to be done back from Bar and Catering to the Club to balance then this needs to be done.
- 1107.5 DN also commented that SYC owns the Bar Company which is £30,000 in debt. If there is confidence this can be made up in good time it is probably alright to note it in the main accounts as a £30,000 deficit, but if not we need to think about provision in Club accounts. It may be necessary to report this differently. Currently Bar and Catering is down as a trade debtor, but this is incorrect as they are wholly owned by SYC. LW stated that the initial business plan for Bar and Catering showed a tentative initial £20,000 - £25,000 surplus that could rise to £50,000 and on that basis there is a possibility that the £33,000 deficit be repaid within the course of a year. There is no proposal to do it this year and no significant inroads have been made into repayment of the loan. At least 50% of the deficit has to be cleared next year, preferably 60-70% so next year's accounts will record it as the last year of borrowing. DN stated it is not so much the borrowing that is a problem, it is the fact it is a loss. It should not be shown as a debtor to the club but as a liability. No change will be made in this year's accounts as it has been allowed for in the business plan.
- 1107.6 NP considered the fundamental problem in Barco is the cost of sales which have gone up from 50% - 70% and asked why. LW stated that stock taking in past was not accurate. NP stated however that the value of stocks has gone down whilst the cost of sales has gone up. LW had made a forecast on previous information that this would be a £27,000 deficit but when the ledgers were checked by the accountants the figure came out higher at £33,000. LW stated the cost of sales on wet is 66% and on food there has been a degree of wastage that has recently been identified.
- 1107.7 NP questioned the training establishment uptake and payments and KH stated the income is incorrectly recorded. LW felt this was due to pre-sales this year being less before 30th September when compared with the previous year, and also the execution of courses prior to 30th September. LW stated he cannot report the income prior to 30th September if the course is going to be delivered post 1st October. KH stated that the practical courses involving expenses with charter boats have not been run and the increased profit this year has not been shown (ie Expenses are £2,500 less but the income is only £1,000 down). KH is concerned that if he applies for funding the figures would be looked at and it currently shows a huge decline when it is in fact the opposite. TL stated that the Office had to give the Auditor a figure for the payments received prior to 30th September for courses that are taking place after 30th September and that is the figure that goes into the accounts.
Action: LW to check
- 1107.8 NP asked where the Metermacs revenue shows in the accounts. LW stated it has been netted. TL confirmed that for Metermacs the income is treated as a separate line item under 'Income' and is not netted off our electricity charges. We have always charged electricity access which has been to Southwick Berth holders who are on our pontoon but not on our mooring. That has been put into Moorings Income. Metermacs income has therefore come into the same Mooring, Lay up and Storage. The total for last year cumulatively for both those is just over £9,000 up to 30th September.
- 1107.9 KH considered the Sailing and Dinghy Section have another large difference and with far less dinghies the figures do not compute. LW stated that Dinghy Section income is £0. Sailing Section had a considerably reduced racing income and there was no regatta income. Moorings of dinghies go to Moorings and Maintenance.

1107.10 TK asked for confirmation that in M&M the travel hoist costs were included. LW stated that the figure shown was net after the insurance and our contribution towards the travel hoist refurbishment. The cost of Metermacs is also included in M&M. Travel hoist insurance has been netted but not Metermacs.

1107.11 SV asked if the Royal Escape items could be labelled differently. LW stated that he intends to make some changes to the reporting. 1) all Southwick Sailing Through History will be separate line items for Income/Expenditure, 2) this will also apply to the project at Shoreham, 3) and there is too much netting off in the accounts including Royal Escape. These will be reported as separate income and expenditure in future.

1107.12 Next year income is to be reported separately to expenditure for Race Events, as with electricity, and there will no longer be a policy of lumping things together.

Action: LW

1107.13 The Accounts acceptance proposal was withdrawn due to changes being required. It was agreed in the meeting that a correction of a figure tab error, Barco and training revenue need to be seen and then emailed out to all Directors. Adoption and acceptance of the two sets of accounts can then be made via email.

Action: TL

1108 AGM Matters 2017

1108.1 Summary of Flag and Directors nominations

The summary was sent round.

1108.2 Honorary members list and nominations

The Honorary Members List is the same as last year with no changes. TL and JB will monitor prior to AGM in case anyone passes away.

One nomination has been received for Honorary Membership for Jacqui Flood, previous Assistant Secretary. The Board proposed the nomination to go to the AGM for approval.

1108.3 Percy Ludgate Trophy nominations Confidential Minutes – see separate document.

1108.4 AGM trophies – call to enter

TL stated that there has been no sensible competition for the following trophies in recent years:

Compass Cup for best kept log (which can be electronic and can be a blog that the President is able to view for judging);

The Windflower for highest logged distance over one year divided by Thames tonnage;

The Matthew cup for highest mileage over any one three-week period (log required to be submitted) trophies.

Please consider entering these cups. They have to be judged before AGM and the trophies received back from current recipients and also engraved in time for the AGM to be awarded again. SV feels Sailing Section should advertise this via email.

Action: David Nunn to brief Sam Lippett

1108.5 Reports

TL requested annual reports for the AGM from Commodore, Treasurer, all the Section Captains and Training.

1109 HOUSE

1109.1 Comments Book

No comments have been recorded.

1110 BARCO

Update on recent events

- 1110.1 DS stated that the Board were guilty of serious mismanagement of Bar and Catering and as a Director he felt he should have noted the warning signals earlier. He felt he had let people down, and other Directors agreed they felt the same.
- 1110.2 Discussion was held about the significant wastage of money in the bar and restaurant that has been identified over recent weeks. Natalie Brett Stansell has been appointed as Club Steward for an initial three month period, employed as a consultant, during which time she is going to do everything possible to turn the dire situation around and break even, but it is recognised that this is a significant challenge. Changes are being implemented with immediate effect.
- 1110.3 DN suggested that the gross takings figure be brought to the Board each month. TK did not agree as expenditure has been exceeding income. Headline figures of wages, income and expenditure would be beneficial for the Board to see each month.
- 1110.4 LW stated that information he had previously seen and been given was inaccurate and had not reflected the true situation, ie the Chef's request for late wages, staffing costs and poor stock taking. He felt that if the inconsistencies can be fixed there will be a quick turnaround.
- 1110.5 DS asked why Bar and Catering had been set up with only one Director and a Company Secretary. LW stated that he had asked for SYC to be secondary Directors but this has not yet been implemented by TL. SYC are to be added as Directors of Bar and Catering.
Action: TL
- 1110.6 KK questioned why SYC Bar and Catering Co has had no one responsible for its management since conception 23 months ago. TL stated that Bar and Catering was set up purely for financial reasons to be able to trade outside CASC and the management was not down to SYC Bar and Catering. SYC Bar and Catering as a legal vessel employed the Steward and the only committee he sat on was House. The Steward reported to House Committee for direction. Barco Committee was formed in August 2016 to deal with the bar and catering when it came to light that House had not and seemingly did not manage the Steward.
- 1110.7 It was noted that the previous Steward was not given the correct level of support and direction that he required and he was therefore not to be held to blame.
- 1110.8 It was asked if Natalie was capable of providing the figures, balance and spreadsheets and turn around that are required, and SV confirmed that she had the appropriate skills.
- 1110.9 The Board recorded their appreciation of Jenni, Paula and Chris for managing and running Bar and Catering through the crisis period when the previous Steward and his replacement both left.

1111 MMC/BMC

- 1111.1 Funds release proposal – West Slip Repairs
Proposal withdrawn until more detail is received.

1112 125 COMMITTEE

- 1112.1 Update and funds release proposal for Band
SV announced that the speed of works likely for the clubhouse would mean that by mid-2017 preparatory works will have started. The Port are also supporting the Lady Bee Marina project which will probably also impact on our operations during 2017. SV therefore reluctantly suggested the 125 celebrations are put off for at least a year. The original vision with a sailing

weekend with regatta followed by a social week and weekend to make the most of a large marquee still stands, but in 2018 a new clubhouse may be ready and the club will have much to celebrate.

Action: SV to publicise, TL to instruct Ben Coe (on 125 committee) to cancel Marquee

1113 PUBLICITY AND MEMBERS

1113.1 2017 – Fixtures

SV to sit with House and Natalie to ensure there are no clashes.

LW stated that with 125 now not going ahead, full 7 race series could be looked at by Sailing Section would have a full programme.

1113.2 New members listing

Proposed: SV Carried: Unanimous

1113.3 Wavelength – complaint and update

SV reported that he has spoken with the complainant and it is unlikely that there will now be any litigation. An appropriate apology is to be put in the next Wavelength edition.

Spencer Neal has agreed to be the new Editor. He aims to publish three issues in 2017. A request was made that any pictures or articles be sent into the Editor. TL commented that we have only budgeted for two issues. LW has advised Spencer of the budget and he is drawing up his plan within those constraints.

1113.4 Peter Cowley renewal letter

TL stated Peter Cowley is currently suffering from a serious medical condition and has asked for dispensation to settle his 2016 membership fees until he is recovered and can start using the Club again, hopefully next year. His membership will technically lapse on 31st December.

SV felt that this may set a precedent. The board agreed that although the requested membership suspension is not permitted, any re-joining fee however could be waived.

Action: JB to write letter

1114 SAILING SECTION

Report from Captain

1114.1 SV read a report from Sam Lippett as she has been unwell and could not attend.

1114.2 Sailing Section committee meeting on 24th November will finalise the 2017 sailing fixtures for Board approval in December.

1114.3 A decision as to the handicap/rating system for 2017 will also be reported in December.

1114.4 The Sussex regatta/IRC championships have been confirmed as 10th/11th June at BMYC. This currently clashes with summer pursuit race and the Black Rock race.

1114.5 Sailing Section AGM and Prize Giving were both well attended although a financial loss was reported from the Prize Giving event.

1114.6 SYC did not raise any money for the Andrew Simpson Sailing Foundation as part of Bart's Bash and the committee decided to donate the race entry fees from the Littlehampton Race. LW stated that the charity donation was not within SL's remit and that should not have been done. This should be brought to the Board.

Action: David Nunn to report back to Sam Lippett

1114.7 The mast was safely lowered and stowed for the winter with bottle screws and fixings being placed in the Dinghy Store.

1115 DINGHY SECTION

1115.1 Report from Captain

In the absence of John Pryke, KH reported that they are running Icicle series with 21 entries. Dinghy AGM was on Saturday and John is staying on for another year as Captain.

1116 TRAINING SECTION

1116.1 Report from Principal

All winter courses are now full.

LW asked if the University has approached KH about running courses. KH has not yet heard from them but they would have to fall in with out guidelines. They have been unable to get the numbers required for a Yacht masters course.

1117 SAILABILITY

1117.1 Report from Representative

DT reported that Sailability has effectively closed for the winter months but they have been engaging in Club activities with a boat in Icicle series, and thanks to Steve Pople they are also in the autumn series.

1118 SUB COMMITTEE MINUTES

1118.1 To be distributed to webmaster as well

SV has been approached about the lack of minutes from sub committees appearing on the website. Some committees only record action points but members are asking to know what is being done. All sub committees are therefore to be asked to provide minutes on a regular basis.

1118.2 LW suggested that in accordance with the Matters Arising item and the structure of hierarchy and volunteers etc, we put in the reporting requirement as part of the project.

Action: HF and AM

1119 CORRESPONDENCE

1119.1 NCS event held at SYC

SV reported he had attended a graduation ceremony where NCS (National Citizenship Scheme) had hired the restaurant area and he had been asked to speak. He said it was a very positive experience and had received good feedback with the probability of future bookings for bigger events.

1119.2 Adur Tidal Walls – Riparian Ownership

A local pressure group has been set up by lady on a houseboat to look at legality on Environment Agency position that once the tidal wall is on someone's land, they have to look after it. SYC put in £500 to the report fund and SYC has now seen the barrister's report. It was considered that SYC's participation showed good local support.

1120 ANY OTHER BUSINESS

1120.1 KH presented a request from the Oversight Committee that items are shared with them before going into In the Wind for circulation. This way they will be in a position to answer any questions.

1120.2 DS attended the six monthly Port Users meeting. They reported that the Southwick water development is going to outline planning early in the New Year. They are considering car parking for us. Our contact from March will be Tim Hague. A timescale for work is as yet unknown particularly with regards to the road running to our building, and a question about

possible barrier access is as yet unanswered. With training courses and sailing it is important we have a timescale for the work.

1120.3 JB reported that a number of emails and cards have been received from hirers of the venue who were all very complimentary about the professionalism of the staff and events.

NP reported that the prize giving event was the best function for a long time.

1120.4 IB mentioned that the Visitors Book has comments about people 'wishing they could afford a yacht' and perhaps we should update our membership approach. More Open Days will be implemented.

1120.5 GR stated that 6 confirmed appointments for architects to view the clubhouse have been arranged for Wednesday 23rd November. 10 have been approached and a short list will be made after Friday 25th November.

1120.6 HF advised that we can now get Crewsaver life jackets through a member at a very good price. Enquiries to HF. Approximate price £39 each.

1120.7 KH has put in for a Sport England grant for up to £10,000 for kit. It will take three weeks to prepare and about 12 weeks to get an answer. This can be applied for every 12 months and it needs to be for a new rather than existing activity.
Action: KH to share with SL and GS

1120.8 LW stated that David Nunn, who has a strong accountancy background and is joining the Board, will make it his business to oversee certain accounts items, and therefore please keep David updated for fund releases etc and appreciate he will be copied into LW emails.

Date of Next Meeting: Monday 19 December 2016
Monday 16th January 2017

There being no further business, the meeting closed at: 23.24

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