



**Ardleigh Sailing Club:
Minutes of the Committee Meeting
17th December 2017**

Attendance: John Thompson (JT), Mick Balaam(MB), Richard Biggs (RB), Robert Turvil (RT), Anja Newman (AN), Richard Clayton (RC)

Apologies for absence

Alexis Gerard (AG), Jamie Gedhill (JG), Ben Constable(BC), Paul Constable (PC), John King (JK)

Standing Items

The November 2017 minutes were approved and the Chairman was authorised to sign them. Proposed MB seconded RB

Matters Arising

JT will circulate the updated CP policy to the committee, once he has seen the latest RYA version.

JT and RB will ask JG if can update the original training brochure ongoing.

MB reported that the Water Authority will contribute to the cost of the defibrillator and possibly Fishing club; discussions are ongoing.

PC has issued the draft calendar.

MB has repaired the holes in the sail loft walls.

Correspondence received

It was noted that F O'S will prepare notes on the meeting with the Reservoir authority.

Following on from a letter received requesting a sailing gift card it was agreed to offer ono members a temporary half day membership for a fee of £25.

Health and Safety

MB reported that according to the RYA website the club is required to keep a selection of plasters and a triangular blanket in the first aid box. MB agreed to check these requirements each month.

MB will give RC the dimensions of the spillage tray he will male to enable the club to comply with the Water Authority's (WA) requirement.

MB reported that the willow tree on the point constitute a H&S issue that the WA might resolve.

Financial Summary

RB reported that the latest Management Accounts have been issued to the committee.

RB reported that the subscription fees for next year will rise by £5 except for the family membership that will stay the same. Also boat hire fees will be keep the same and rescue boat hire will rise to £35 for a half day and £48 for a whole day.

Proposed JT seconded RC, (still to be ratified at the AGM).

RB rolling renewal fee amendment to the club's constitution will be presented to the membership for approval.

MB agreed to count the number of sailing dinghies for the rent return.

MB reported that he is still chasing five unpaid subscriptions.

It was agreed to attach tags showing the name and sail number to boat trailers so that owners can be easily identified.



Sailing, Social and Training

JT emphasised the requirement to put the name of the person responsible for running the event against the entry on the club's calendar.

RB will continue his discussions with Georgia Grice with regard to organising a training programme in the Easter holidays next year.

JT will email his contact regarding ad hoc training exercises next year.

It was agreed that the calendar will be checked to ensure that events do not class with holidays.

Membership

It was noted that the club has 76 active members, comprising 27 family, 35 individuals, 5 Individual and junior, 1 Junior/Student, 6 social, 2 Junior and social.

Structural/Facilities

MB reported that he has pointed and undercoated the bunker, removed the brambles from the graveyard and prepared two new berths.

RC agreed to supply letters for the bunker.

MB reported that he has collected all the spare keys and put them in the safe. It was agreed that three master keys will be kept in the safe.

AOB

AN has largely completed the list of tasks and duties that the club needs to cover.

MB reported that he and F O'S had held a meeting with Anglian Water and that a two pages report will be issued. Two key points were noted, firstly the Willow trees on the far bank are a safety issue and should be taken down, secondly a spillage tray is needed for filling petrol cans.

It was agreed that AN will email all members requesting applicants for the roles and duties needed by the club.

Date of the next meeting

Sunday 14th January 2018, 1330 in the Clubhouse

Signed Chairman.....

Dated