

Bristol Gig Club

Committee Meeting 18th January 2015

Minutes

Present: Matt Randall (Chair), Catherine Dodds (social secretary), Laura Atherton (Treasurer), Elaine Greig (Health and Safety), Guy Osborne (Membership secretary) James Stephens, Nick Williams-Jones (Fundraising), Jean Pollard (Secretary), Andrea Jeffery (Rowing Captain) Carl Bowen (Welfare)

Apologies: Becky Bailey (Bosun),

Website

Tom Gough (Webmaster) attended for this item.

Unfortunately the club member who had expressed an interest in helping with content for the website is no longer able to get involved.

Tom will take material out of the newsletter for the front of the website to show it is active and live. Newsletter will continue to go out by email, but then be archived on the members part of the website.

Job description for club Comms person. **Action: Matt** to start a draft and circulate.

Facebook has become much more dynamic.

Hayla to be asked to forward Facebook material that could be added to the website e.g. Rower profiles.

Minutes meeting 7th December 2015

Accommodation in the Marina - Carl still to arrange a meeting with Davina. However temporary toilets are now being put in the space on the compound where we will be putting the tent, so there will be a delay. Meanwhile need to decide what is optimum size

i.e. how many boats and what storage will be needed. **Action: Becky** to specify

Welfare report - Issue re renewal of DBS checks. **Action: Carl** to put criteria for doing DBS checks in writing and to ensure Maria and Fi undertake checks.

Issue of young people lifting boats. All youth rows to be in Bristol Blue. **Action - Andrea** to change calendar.

Sails - **Matt** still to do.

BGC AGM minutes. **Action: Jean** to ask Emily to try and get any notes

Bristol regatta

Glenn has reconvened the group who did last year's regatta, now including Catherine and Elaine. Catherine will form the direct link between the Regatta Group and the BGC Committee. There is recognition of issues that were problematic from last year. The group is meeting on 30th Jan and a report will come to next committee meeting, including financials.

Membership Form - Guy Osborne

Guy had previously circulated a proposed form which is generally good. Need to add CASC form so all have to complete. Under contributions to the club, add contribution to Harbour Festival. Under skills add qualified First Aider.

Need the form to be able to be completed on line - Guy to liaise with Tom but may not be ready / reliable for this year.

Form needs to go out by 1st Feb. **Action: Matt** to include in newsletter.

Non club members who row should pay a small amount. **Action: Laura** to check with Helen H what has been done in the past.

Lottery proposal – Nick W-J

Nick outlined how it might work.

We will need a license. **Action: Laura** to apply.

Plan to launch in March once club subs are out of the way. **Action: Nick** to produce a lottery process / rules document to go out.

Fundraising strategy

James said while we can do the small fundraising things, we need to focus on the sport England grant or companies that have charitable funds for the big ticket items.

Matt - the tent will be delayed so it could become a focus for fundraising. Ultimately we want to fundraise for more permanent premises but we can't until we have a more tangible commitment to the building. Tim has sent some details about the financials around acquiring a minibus. **Action: Matt** to circulate the details.

Equipment **Action: Becky** to identify what is needed (e.g. New oars).

Some discussion about a new boat but we are not in a position to take this forward.

Discussion about funding someone to get a safety boat qualification – potential invest to save to reduce regatta costs.

We still need a wishlist that our Fundraising Officers can use in pitching to potential donors and we discussed the following, to be agreed subsequently with the Bosun:

New Oars

Youth Development

Temporary Marina Shelter

Boat maintenance/rebuild

Minibus? (Still under discussion)

Nick and James can't act until our fundraising goals are agreed.

Valuation of boats for insurance - Laura

Action: Laura to liaise with Clevedon contact

Discount for current kit stock - Laura

Agreed

Cornish Pilot Gig Association AGM - 17th January

Matt attended. Key issues - DBS checks.

Liability - CPGA recommending we go to CIO status

Looking to create 2 x paid posts

Clifton and London are affiliated as don't have boats yet. Burnham is full member.

Clifton Gig Club

Discussed request to use BGC boats pending the completion of their own boat. Agree to make Bristol Blue available on Wednesday morning, subject to agreement of All Aboard, both to use boat and for access to their premises. (Their premises would need to be accessed whichever boat is used – to get Marina key). Check with Becky but think it's YB oars (update – Becky says Youth oars). Agreed the arrangement will end when Clifton get their new boat back from Scilly.

Gift to Clevedon for use of tunnels.

Agreed barrel of beer and case of wine.

Handles on GRPs

WW is going ahead.

British Rowing survey and meeting

Survey - **Action: Jean** to complete survey as far as possible including Guy's membership contribution and send to Matt.

Meeting – **Action - James** will go to the meeting on 20th.

AOB

Pontoon at Marina - EG. This has become slippery and dangerous. The Harbourmaster effected a repair which was urgently needed although they take the view that Bristol Rowing Club is responsible. (The repair has subsequently caused a trip and fall). There is an ongoing issue of whose responsibility the repairs are; Bristol Rowing Club or the Harbourmaster. We have use of the pontoons but are unable to ensure safety as we don't have authority to insist on repairs. **Action - Elaine** to circulate the options that are open to us.

Petty cash for Bosun. Agree £200.

Replacement of gazebo. Our gazebo has now been found. Andrea knows its whereabouts.

Summer party. Investigate Kingsweston again – **Action: Catherine.**

Annual report to Harbourmaster. - Elaine

British Heart Foundation free course. Elaine is planning a joint event with Clevedon.

Next meeting 29th February 7.00.

Jean Pollard

Secretary