

Bristol Gig Club

Committee Meeting 23rd May 2016

Minutes

Present: Matt Randall (Chair), Catherine Dodds (social secretary), Becky Bailey (Bosun), Tony Westhead (Treasurer), Hayla Blacknell (Communications), James Stephens, Nick Williams-Jones (Fundraising), Jean Pollard (Secretary), Andrea Jeffery (Rowing Captain), Carl Bowen (Welfare)

Apologies: Elaine Greig (Health and Safety), Guy Osborne (Membership secretary)

Minutes and Matters Arising from 11th April

Sail – not been advertised yet

New club home. Loftus space now looking exceedingly unhelpful Feedback from the agent is that the Underfall Trust want to see an active boatbuilder in there, not have it used as storage – even for boats such as ours.

Abel dry dock yard. **Action:** JP to contact the agent dealing with the lease to see if a successful bidder has come through with a view to then talking to whoever is leasing the yard.

Bristol City Council – JP has chased and been promised a response.

New Mayor – Hayla has contacted Marvin Rees who has agreed to come to the club – see what we do – have a go etc. We can hopefully get his support for our efforts to find a home. JP suggestion we could ask him if he would like to be a Patron for our youth rowing (depending on the outcome of the agenda item on youth rowing)

Finzell's Reach – scaffolding appearing but not yet encroaching. **Action:** Matt to advise in newsletter to keep a close eye as this develops now.

Bristol Blue – boat has now been moved and is inaccessible so we aren't using it. Open rowers have been complaining as they prefer not to launch from the Marina.

Action: Matt to talk to Harbour Master to see if we can tie up alongside the channel Rowers by the Cottage.

Issue of oars – we need to ensure that there is always a full set at All Aboard.

Bristol (Blue) Sprints / Winter Sprints. **Action:** Nick still to action

Boat covers – not ordered yet. **Action:** Nick to contact Ian Neill Gigrower

Events

Harbour festival

Catherine has secured the space opposite the Ostrich. We need to clarify what space we need. One gazebo; one boat; two rowing machines for the erg challenge. Boat display. Demonstration races.

Fundraising at the event. Have a go and erg. Not much merchandise left to sell.

Possibility of selling rowing - related knick-knacks.

Action: **Catherine to explore.**

Bake sale. Sailing related cup cakes.

Donations via bucket..

Action: **Hayla to write up comms for this.**

Matt to talk to All Aboard about using BB for have a go.

BBQ

Club will pay for 6 x disposable BBQs

Ball

Kingsweston house booked 22nd October.

Decision not to put food in price but invite some street food sellers to attend.

DJ sourced

Bands - want 4 sets

Budget for event. Review costs and profit from last time.

Action: **Catherine to pull options together.**

Action: **Nick to contact Aled (band)**

Youth rowing

Thanks to Fi Willis and Sarah Murray for attending for this item.

Current issues there are a number of basics that need addressing:-

- New youth membership form and parental consent form for 'have a go' need signing off.

Action: Agreed to circulate to the committee for email sign-off.

- Need clarity about at what age young people can 'have-a-go' without their parents being in attendance

- we need a clear checklist / rules to hold a youth event (e.g. clarity re risk assessments etc) Carl said these are in place in the Committee documents but Fi hasn't seen them.

- rules about young people attending regattas. We have the CPGA guidelines and forms for parents transporting other young people but we aren't clear if we use them.

-information for parents about away-regattas – we need a leaflet

- information for young people and parents about Child protection policies. These should be available (e.g. provided on joining the club) so all are aware what to do if they have a concern about themselves their child or another young person.

- integration of over-16s into adult crews. Sarah said in Truro the club was more integrated and young people rowed with adults much more. It may be that Bristol needs to encourage this though we are aware that a lot of Cornish clubs are much more whole-

family activities, and our young rowers seem to want to be with other young people. However we now have a handful of young people turning 16 and need to support them and ensure they stay keen. CD suggested we arrange a specific event to support transitioning into adult crews.

-DBS checks are outstanding **Action: Carl** to ensure these are completed as soon as possible. Suggestion that more than one committee member should deal with them but it is possible this contravenes DBS confidentiality rules (people should have to disclose any past offences to the minimum of people and the information should be deemed highly confidential)

-Lifejackets. Query whether young people should always be wearing them. In other clubs they do but currently Bristol young people don't wear them in the harbour on the basis that it is more protected water and makes training more enjoyable. However noted that they have to wear them to race so maybe should train in them anyway (apart from safety aspect). NB CPGA Health Safety and Water Guide states all under 16 must wear a life jacket.

While there has been good support in the form of coxing for youth rowing, a key issue has been the lack of engagement from the club to ensure these basics are properly in place. Fi called a meeting but only got a response from Maria Stewart (a rower and a parent of a youth rower who coordinates the mid-week youth slot).

Welfare Officer role – Carl said he wished to stand down as his new job has meant he has been unable to be involved as much as previously. The committee would welcome him continuing in a role around future development and recruitment of youth rowing, given his efforts and experience in getting youth rowing launched.

Action: Matt to advertise the role via the newsletter.

Weymouth have a strong youth section and probably a lot of leaflets / info for parents etc that we need. **Action: Hayla** to see what she can access.

Once a new Welfare Officer is in place a meeting to be convened to review these

areas and ensure they are all satisfactorily addressed. Carl will attend the meeting to ensure a smooth handover, including ensuring anyone with responsibility for youth rowing knows about and can access all the policies.

Future of Youth Rowing

Fi wanted to make it clear that she does not want to take responsibility for the bigger picture. Her role is coordinating the Saturday rowing and bringing in new interested youth rowers who approach the club. She is unable to manage 'away fixtures' at other regattas, or a bigger strategy around recruitment. However if we want to have a youth section we will need to recruit. Obviously the turnover is much greater in the youth section and we need to keep numbers up to keep it attractive to existing and new members. And if we want to have a youth section we need more club members to provide support. There was a debate about whether we do in that case have the commitment and whether we do want to develop this aspect of the club.

Agreed that our strategy for building our youth section should be re-visited once the Committee is confident that those currently managing youth rowing are happy about the basic safety and safeguarding issues outlined above, and feel appropriately supported; and once we have a new Welfare Officer in place and see what s/he is able to offer in that role.

New rowers

Query from Glenn around new rower intake discussed. Agree we don't put a limit on membership. We have plenty of capacity in the calendar including Sundays. Agree the route in that has been developed for experienced rowers from other clubs.

Googlemail

Problem with committee members being able to use Googlemail. Guy and Sam T have been liaising with a contact who can help us with it.

Outitgoes is not a great email system.

Action: JP invite Tom to next meeting and to send Elaine's info about accessing docs

Action: Nick to contact Tom and to send PDF about POP

Officer update

Chair - Marina compound - need to keep it tidy. Need to have some way of moving the boats around - Matt has looked with Seamus and Myke at a solution of movable platforms. Nick also pursuing option similar to sailing boat launch.

Shareholders - Matt contacting them to see if they still want any involvement. Need to clarify what the deal was.

Fundraising JS - Sport England bid. JS presented a paper with options for the bid. Sport England will award up to 10k per year. There are conditions that we need to meet. Money is given for a growth in participation, not replacement equipment.

Agree option 2

Nick - got application forms for Waitrose green tokens

Lottery - had no response from the Council despite numerous attempts since February.

Nick to send out again with a view to starting in June.

Suggestion of bag-packing in a supermarket to raise money (mixed response!).

Car wash (add BBQ and drinks at end and turn into a social event) . Suggestion do it at a fire station. **Action:** Nick to ask Glenn

Rowing Captain Isambard is planned to stay in Cornwall until after Mevagissey.

Erg training - Matt has given list of those who want to train to supervise the erg machines - needs chasing. **Action:** Matt

Regattas beyond current list i.e. after July. **Action:** Andrea to send list out and ask for feedback.

Bosun Oars – **Action:** agree BB order one set of oars pending outcome of sport England bid (consult A crews about what type).

YB refurbishment and repair - to be done in autumn. BB working on that. Peter Williams did a good job on Isambard but we should also get quotes from Underfall Yard, and costs with Peter Williams may have exceeded quote (as well as inconvenience of location)

Communications Hayla has developed a new newsletter – The Catch. Designed and ready to go. Content still to be sent to Matt in Word.

Instagram, Twitter and Facebook followers increasing. Done a video - top tips for new rowers on YouTube - thanks to Paul Gilbert and Hayla.

Treasurer Registration as a CASC with HMRC. Need to re-apply as response from HMRC went to the wrong address. We have been directing our post through the Marina office but really should have our own address. If we had a permanent clubhouse it would be simple. Meanwhile query as to whether we should use the Secretary's address (acceptable to Secretary) but this would then need to change every time the Secretary changed.

Online banking would simplify management of the money but only allow one signatory. If this doesn't contravene CASC status, and if there can be compensatory monitoring, committee would agree.

Current assets £24.5K

Membership Apologies from Guy. Short update report circulated.

Next meeting **21st June** 7.00.

Jean Pollard