

# Bristol Gig Club

## Committee Meeting 8th November 2016

### Minutes

**Present:** Matt Randall (Chair), Elaine Greig (Health and Safety), Jean Pollard (Secretary), Maria Stuart (Welfare Officer), Catherine Dodds (social secretary), Tony Westhead (Treasurer), Hayla Blacknell (Communications), Nick Williams-Jones (Fundraising), Becky Bailey (Bosun), Andrea Jeffery (Rowing Captain), Guy Osborne (Membership secretary),

**Apologies:** None

#### 1 New Rowers

Kimberly Warner and Glenn Baker attended for this item.

Glenn – run three intakes this year, plus “I am Team GB” event. It is difficult during the summer season when so many people are away at regattas. Better to only run two.

Glenn has now handed over to Kimberley. The new intake is 39 from “I am Team GB”.; 66 from October have a go – 41 signed up. 39 on waiting list for March. Chair thanked Glenn for all he’s done to manage New Rowers this year.

Kimberly – has 4 crews going out this Saturday. She would prefer to bring people in more gradually from January so they don’t swamp the calendar but come in squads of 8 at a time.

It is a problem to find the right place for people to move on to. Suggestion that have Development Row slots as a first move-on session before Open Rowing.

Kimberly wants to focus on a process for getting coordinators for slots (as well as coxes).

COBRC are full and are referring people to us but we need to review capacity before committing to bring in a further cohort beyond the current intake and the 39 on the waiting list promised March.

Need a further agenda item next meeting. May need to ask COBRC not to refer

**Action:** Guy to review and update numbers

## Regatta

Glenn updated on the regatta. The date has to be 25th March to fit in with other Harbour activities. It may clash with Appledore but they still haven't announce their date. **Action: Jean** to confirm our date to Appledore, and get it on the CPGA events calendar.

## Alf Perry

Sadly Alf has died. He was a founder member of the club, key fundraiser, and has been the President. His wife Nancy has written to Becky seeking information about Alf's role in the club. **Action Jean** to forward email to Anna re responding and attending. **Action Jean** to send a card from the club.

## Fee Proposal

Tony and Guy put a proposal to go to the AGM to move fees to £135 and reduce regatta fees from £10 to £5, which offset to a balanced income. The regatta fee would be adequate to pay for towing (currently regatta fees more than cover the regatta costs and regatta attenders subsidise other members). All agreed.

## AGM Agenda sign-off

Agenda agreed.

## Committee communications

Discussion about some difficult email communication in the committee, and the reluctance of some club members to be nominated for committee posts.

Agreement that the committee post-AGM should have a session to look at clarification of roles, degree of autonomy of club officers, communication and behaviour with a view to establishing some ground rules.

Becky Bailey and Jean Pollard resigned from their posts.

## HMS Flying Fox

Space has been secured by Hayla at HMS Flying Fox on Winterstoke Road for the storage of one boat. However YB is being repaired and we need three boats to meet rowing requirements. Matt has approached All Aboard to store Bristol Blue at the Marina but they are not in agreement. HMS FF have responded more quickly than expected and we need to take up the space. Matt has suggested that we offer the

space to Clevedon. Not agreed. Decision to explain that we have one boat out of commission and don't need long term storage just yet. **Action Hayla**  
Nick offered to move Isambard after weekend rowing and return her for subsequent weekend rowing to stake our claim! Offer gratefully accepted. **Action Nick**

### Officer updates

**Fundraising officer** – lottery 42 entries so far – not enough. It needs to be in every Catch, and promoted at AGM. **Action Matt / Nick**

**Bosun** – YB is in Underfall. Calendar slots for sanding. It is a lot of work and needs to be promoted with a sense of urgency. Win is apparently not setting a deadline but we need to so it doesn't drift. **Action**

### **Becky**

New covers have been measured and the first should arrive before Christmas. **Action: Jean** to forward club logo to Nick.

Women's macons and men's number 5 – gone back to Suttons who are accepting the women's ones are duff.

**Secretary** – CPGA AGM is on 15th January. Information circulated. Need to identify up to four attenders (Hayla has offered). CPGA know we have AGM on 24<sup>th</sup> November and will send names after that.

Nominations for club roles – one each currently received for H&S, Bosun, and Rowing Captain (to be confirmed). No application for Social Sec or Communications Secretary.

**Welfare officer** – membership form updated so Parent's can join for free if non – rowing. Membership form needs to be consistent with the constitution club class categories. **Action Jean** to send categories to Guy.

**Social Secretary** – party was a great success and only lost £33. They will do a report of the learning from organising it. Club thanks extended to Catherine and Sam

**Communications Officer** – Team Fettle has been progressed. Women's A won Bristol Post Sports award and got a Butcombe contact for potential sponsorship. Had a meeting with Sea Cadets with a view to having a shed and mooring three (plastic) boats on their site. Hayla, Tony and Matt met their committee and we are expecting a decision very imminently.

**Treasurer**– we are just shy of breaking even for the year despite the fact that this

has been an expensive year. Tony has checked CASC rules and we don't need to have audited accounts. **Action Tony** will do a full report and circulate it for the AGM.

**Membership Secretary** – membership currently stands at 123 and more forms are expected from New Rowers. **Action Guy** will present info to a future committee for future planning.

**Health and Safety Officer** – one accident report this month (serious splinter). Finzel's Reach bridge-building is now causing complete closure of the Harbour for a period.

Clashes with COBRC now improved. Suggestion we get another set of wheels to speed getting two boats out. **Action Matt** to follow up a contact.

**Rowing Captain** – selection underway. Coxing training being arranged for February through British Rowing. We will fund four places. **Action Andrea**

Minutes/matters arising

Any matters arising already covered in the meeting.  
Action log updated and attached to these minutes

Future meeting dates

Monday 19<sup>th</sup> December 2016 - 7.00 The Orchard

**ACTIONS LOG**

Person Responsible	Actions	Date / Notes
		08/11/16
Guy	Prepare numbers for new rower intake discussion by 19 <sup>th</sup> Dec. Align membership form with constitution	
Jean	Regatta – confirm our date to Appledore, and get it on the CPGA events calendar. Forward email about Alf Perry to Anna re replying and attending. Send a card to Alf's family from the club. Forward club logo to Nick. Send Constitution extract with rowing 'classes' to	

<b>Person Responsible</b>	<b>Actions</b>	<b>Date / Notes</b>
	Guy.	
<b>Hayla</b>	Continue liaison with HMS FF .	
<b>Nick</b>	Move and return Isambard from HMS FF as appropriate	
<b>Matt / Nick</b>	Ensure lottery is in every Catch and promoted at AGM	
<b>Becky</b>	Set a deadline for completing YB sanding	
<b>Tony</b>	Annual Report for AGM	
<b>Matt</b>	To follow up extra set of boat-moving wheels	
<b>Andrea</b>	Finalise four people for coxing course	
		<b>26. 9. 16</b>
<b>Jean</b>	~Elaine and Jean to review constitution rowing appendix and the Members Handbook ~Jean to liaise with Tom about moving all docs onto website.	Underway - not complete Request to Tom been made. Action not completed
<b>Elaine</b>	~Elaine and Jean to review constitution rowing appendix and the Members Handbook ~ Elaine to put something in the Catch about signing up on calendar when rowing ~ Elaine to clarify rules re Bristol Bridge in Catch	Underway - not complete  To do  To do
<b>Maria</b>	~Maria to buy a hard drive	To do
		<b>16. 8. 16</b>
<b>Nick</b>	~ Nick to sort out supermarket tokens	Waiting to hear back - will chase
<b>Elaine or HandS officer</b>	~Elaine still to sort out defib map and first aid course training dates	To do
<b>Nicki</b>	~ Nicki to update flowchart to be updated so new rowers are aware on where you can go in the club after you join. This will be shared with entire club	Now being done by Andrea and Kimberly

<b>Person Responsible</b>	<b>Actions</b>	<b>Date / Notes</b>
	via website/Catch.	