

## Minutes of Maidstone Canoe Club Committee Meeting 24 July 2020

The meeting took place on the grass by the club to comply with the Covid-19 2 meter rule.

Attendees: John Simmonds (acting Chairperson), Reece Nelmes, Geoff Orford (Treasurer/ Membership Sec), Catherine Dacey (Secretary), Richard Clarke, Catherine Ayling (Welfare Officer), Lee Horton (First Aider/ GP Bosun), Kyle Hogban.  
Bryn Price (Chair Person of New Build Sub Committee)  
Apologies: Paul Fife, Charlotte Fife (youth rep).

Agenda Item	Action
<b>New Building Update</b>	
Bryn updated the committee on the progress of the New Build. The project requirements brief was presented to the committee. This was drawn up from the original wish list of the committee. The document is a blueprint for the management of the build to ensure traceability and accountability throughout the process. Committee need to comment on the plan and have the conclusions back to the sub committee by 7 <sup>th</sup> August. The sub committee need an estimate of how much they have to spend to tailor the designs. The committee also need to agree on the number of showers and approximate numbers for the different types of boat storage. In general the committee agreed that it was a concise assessment of the requirements. The committee are to read through the document and pass any comments to CD by 30 <sup>th</sup> July For a zoom meeting on 5 <sup>th</sup> August to sign off the document.	all
The sub committee will be answerable to the main committee and will sign off each stage before commencing any work. The sub committee is made up of members who have specific skills relevant to the build. They are Bryn Price, Annie Newport Davis, Matt Simmonds, Richard Clarke, Mark Harris, Reece Nelmes, Darren Hoadley and Mark Corti.	
<b>Chair Person Report</b>	
Matters Arising from minutes of meeting 19 June. All items had been addressed.	
Nothing is to be stored in the new build as it will officially become a building site in 2 weeks time.	
Keys for the New Build are with Bryn , Richard and John	
The number of regular paddlers is up	
There is a vacancy on the committee as Felicity is no longer available. Jacob Baisely has expressed an interest in joining the committee. LH to ask him to the next meeting. CD to ask MC to remove Felicity from the committee mailing list	LH /CD
<b>Secretary Report</b>	
The need for the club to contact a member on a disciplinary matter has highlighted that the club policies are not as clear as they could be.	CD/ CA
The Community Amateur Sports Club statement must be in the constitution	CD
The communication with the member was agreed by the committee	
<b>Membership / Finance Report</b>	
Membership stands at 140	

Currently we receive a reduction of 80% on the rates for being a CASC Club, it appears the rules have changed and the Maidstone Borough Council are not accepting CASC. If this is the case the club rates will rise dramatically. Bryn is in contact with the council about this issue. It may be that we will need to become a Charity.	BP
Lost income due to Covid -19 restrictions is beginning to come in as beginners courses have resumed and there has been an increase in membership enquiries.	
<b>Beginners Courses for Children</b>	
As groups of 6 are now allowed, beginners courses are being run. There was some confusion of whether it was possible to have children's courses. The BC guidelines state that children can now be coached providing there is a RA in place specifically for coaching children .	CDG / JS
LH is happy to run courses for children, provided their parents are either on the course or on the bank, to help if their child falls in the river.	LH
RN happy to help out on courses	
<b>Rota for Peer paddling</b>	
A rota is needed for Sunday and Wednesday sessions for an experienced paddler or coach to paddle with new members or new paddlers. It is hoped that 2 people could volunteer for each day. Sessions would be booked and advertised on the calendar so that new paddlers can gain confidence. CD to canvass for volunteers and set up the rota	CD
<b>New Coaching Courses</b>	
The club is to look into running a Paddle Sport Instructor course at the club, 7 people are interested in completing the course. It will cost approximately £1200, participants will pay their own fee, about £200 , which they will be refunded once they have run two beginner courses.	LH
<b>Pool Session RA and Guidelines</b>	
The Pool Session RA posted out by LH was agreed and signed.	all
It will be posted on the web site.	CD
Providing the reopening of swimming pools goes well, the pool sessions should be recommencing in October. Once we know what the situation is it will be advertised on Facebook and the website	LH
<b>AOB</b>	
The smoke alarm in the club house has been replaced free of charge by the supplier, and fitted by RN	
On a couple of occasions the club has been left unsecured. A reminder to check you have locked up is to be posted on the Facebook page	RN LH
Committee thanked Felicity, LH to contact her and say thank you for all her work over the last year.	
A request to use the gym has been made. The committee agreed that in the present climate we can not allow this as there is no RA or cleaning schedule in place, and there are still restrictions on being inside.	
CA thanked JS for his continuing leadership of the committee	
Security cameras to be part of the new build and not a major priority now	
Committee to be more visible. Reinstate the photo board	JS
Send a photo to JS if you think he doesn't have one	All
People need to contact GO if they need club keys	
Need a boat storage sub committee, LH, KH and a racer. Cd to contact racers and ask for a representative.	CD
Meeting Closed at 9.35pm (when it went dark)	
<b>Next Meeting 5<sup>th</sup> August to sign off Project Requirements</b>	all
<b>Next Full meeting 2<sup>nd</sup> or 9<sup>th</sup> September depending on building progress</b>	all

