

Maidstone canoe Club Meeting Minutes Thursday 14th January 2021

Meeting held on Teams due to Covid-19 Lockdown.

Present: Geoff Orford, Paul fife, Richard Clarke, Charlotte Fife, Reece Nelves, Catherine Ayling, John Simmonds, Lee Horton, Jacob Baisley, Catherine Dacey.

Agenda item	Action
Matters Arising from last meeting:	
S.O.P. still needs some work. To be reviewed and put on Google Drive for comments	CD
Racing Bosun to be advertised as a position for the AGM	CD
Schools Activities: Contact made with MGS, Malling to be contacted.	JS
Chairman's report:	
Need to formalise the RA for each Tier of Lockdown restrictions , so we can roll out as the situation changes, to be done prior to AGM for new Committee.	CD
MCC2020 has worked really well and propose a new group for 2021 and keep the MCC 2020 group for improvers. CDG to set up and run courses to extend the paddling ability.	CDG
Secretary's Report:	
Changes made to the Constitution for the AGM. Discipline Procedure written. BC updates and RA's communicated to members following lockdown changes.	
Next news update to go out 1 st Feb. This is to include the committee positions available and nominations for positions. All nominations to be submitted 2 weeks before the AGM, which is on 19 th March.	CD
Reece has set up a separate whatsapp group to collect the documents for the AGM which need to go to members.	
A google form is to be set up to allow confidential voting at the AGM	JB
Need to decide on recipients for the Club awards. Chairman's, Newcomer, Racer, General Purpose Paddler, Young paddler.	All
Treasurers report:	
The latest financial report was submitted.	
Geoff is currently submitting the rateable value form for the new building. He believes it could be in the region of £4000.	
Paul Curtis is to be contacted to see if it will be possible to Audit the accounts remotely.	GO
Need to investigate how we apply for rate relief.	
Welfare Officer Report:	
Catherine reported that she is stepping down from her role as she is training for the DW next year and doesn't have the time to commit to the role. The committee thanked Catherine for the fantastic job she has done in this difficult year. Welfare Officer to be added to the list of committee posts for the AGM.	
Need to produce a disabled paddler template and individual RA's. Need an ongoing disability policy going forward and the involvement of the CDG to support the paddles.	
List of those requiring DBS checks for the coming season to be viewed and the relevant people contacted to renew	CD
New Build Progress:	
Scope document circulated, committee happy with the content, needs the RA completing for sign off. This will be communicated to their meeting on 15 th Jan.	
Scope states that priority will be given to the boat storage element.	
Requested conceptual designs for the next committee meeting to have for the AGM.	
AOB:	
The EA have been contacted about the boat jetty to the left of our landing stage which is in a dangerous condition.	
GDPR Policy being written by JB and MC, concern over the length of time personal data is	

kept for. BC to be contacted for their input.	JS
MC needs to set up a delete date for Beginners Course data and other website data which is held by the club.	
We have received an application for a Covid business rate grant. We were awarded on in the spring and have been offered again. GO to progress	GO
The next meeting will be via Teams on Thursday 11 th March at 7pm Jacob to set up meeting.	JB
The winners of the Christmas draw are to be contacted to send their vouchers and clothing	JS
Meeting closed at 9.40pm	