



Committee 2015-16	
Alison Slater-Williams (ASW) Secretary , William Norman (WN) Chairman , Brian Williams (BW) Youth Officer , Bryn Price (BP) Vice Chair , Catherine Dacey (CD) Welfare Officer , Geoff Orford (GO) Membership Secretary/Treasurer , Ian Dann (ID) Development Officer , Lee Horton (LH) First Aid Officer , Malcolm Crampton (MC) Racing Bosun , Niki Norman (NN) Events and Events Safety Officer , Richard Clark (RC) Bosun General Paddling and Buildings Officer , Tom Collins (TC) Youth Representative	
Minutes	
Date: August 14 2015	Time: 20.00-21.35
Present: ASW, BW, BP, CD, GO, ID, MC, RC	Apologies: WN, NN, LH, TC
Agenda Item: Chairman (William Norman) Chaired by BP (Vice Chairman)	
Discussion Minutes from the previous meeting BP said the Maidstone Marathon went well and thanked everyone for their hard work, particularly GO for all the extra work he did.	Action Agreed. ASW to publish to the website.
Discussion Sub Aqua Club Update given by BP	Action To be discussed at the next meeting following updates.
Discussion Reasons for excluding members from the club	Action Deferred to the next meeting.
Discussion Charging for coaching/reclaiming costs The policy written by WN regarding reclaiming costs was discussed and a couple of suggestions for clarity made. Regarding charging for coaching the committee agreed the following statement: "Coaches are not required to charge club members but the committee accepts that some members will make a donation to individual coaches".	Action WN to review and make necessary changes.

Agenda Item: Treasurer and Membership Secretary (Geoff Orford)	
Discussion Latest accounts distributed and discussed. Membership currently stands at 180, which is good. GO has investigated Building Society accounts but good percentage rates are only available for long-term investment i.e. we couldn't touch the money for three years. 50 new welcome booklets have been printed and these will last for a few years.	Action A change of accounts will be reconsidered if interest rates start to rise.
Agenda Item: Bosun Reports (Richard Clark and Malcolm Crampton)	
Discussion General Paddling Sale of boats has currently generated £1100. Thank you to MC for all his hard work in selling them. This money is being used to purchase more suitable replacement boats. A Burn 2 was purchased from a club member for £300 and the committee agreed to purchase a Venture Kayaks Flex from another club member for £250. RC said the club still needed more small boats. The committee agreed to purchase one Wave Sport D65 and either an MX or B2.	Action RC to confirm cost
Discussion Racing Boats Another Spire Energy at a cost of £750 is to be purchased. The racing team are very happy with the previous purchase. Racing vests are needed. These cost £14 each with a minimum order of 25. These are then sold to members of the racing team.	Action BP to organise purchase. Purchase agreed. BP to organise purchase.
Agenda Item: Clubhouse	
Discussion Buildings Officer The racking in the boat store needs replacing. Blinds needed for upstairs windows. Fire Escape progress. Replacement of mixer valve on one of the showers needed. Approximate cost £100.	Action RC to investigate costs. RC to purchase and fit. RC to pursue. RC to investigate.
Officer Reports	
Discussion Youth Representative Not present	Action

Discussion Youth Officer BW suggested that over the winter months a poster is designed then sent out to schools well in advance to run a day/days specifically for youths. Advertisement in appropriate publications also needed.	Action BW to organise poster and liaise with coaches and events officer NN for suitable dates.
Discussion Welfare Officer Nothing to report.	Action
Discussion First Aid Officer Not present.	Action
Discussion Events and Events Safety Officer Not present.	Action
Discussion Development Officer ID has set up a group on the website as well as discussing club development at a CDG meeting. So far he has been underwhelmed by the response. He will set up an inaugural meeting. GO has provided the previous development plan and Paul Newman has given some helpful advice and other examples. The club's plan should reflect that of the Canoe England plan.	Action ID to calendar a meeting.
Agenda Item: Coaching Development Group	
Discussion Charging for coaching (deferred from last meeting) See response on Chairman's agenda item.	Action
Discussion Child Protection training for coaches (update) BCU online courses are not suitable. It must be a physical course. Sports coach UK is running a course at the end of September in Maidstone. All coaches completing a child protection course can claim up to £50 of the cost from the club as for other courses.	Action ID investigating availability of spaces on this course.
Agenda Item: Suggestion Box	
Discussion New filing cabinet A request was received to remove it because of the intermittent fault with the lock.	Action ID will fit a hasp and staple to the top two drawers.

Secretary	
Discussion Photographs ASW is still awaiting photographs from a number of committee members. She showed examples to those who were not present at the last meeting.	Action Members to email photographs to ASW ASAP.
Discussion Consistency and transparency in the application of decisions made by the committee ASW requested that decisions agreed at meetings are adhered to for consistency outside of meetings.	Action Committee members please follow up action points on minutes.
Discussion Newsletter Item from committee Item needed for the next newsletter.	Action BP to write this.
AOB MC suggested a mini open day in September. He will liaise with NN on that. Personal Data- ID raised a concern about how data is stored and disposed of. ID to contact Canoe England for guidance. ASW reminded the committee that the Trustee Insurance had not yet been sorted out. BP to do this in the next two weeks. BP requested a Christmas event be added to the agenda for the next meeting.	
Date of Next Meeting: October 2nd 2015	
Circulate to: ASW, WN, BW, BP, CD, GO, ID, LH, MC, NN, RC, TC	