



Committee 2015-16	
<p>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</p>	
Minutes	
Date: October 2nd 2015	Time:
Present: WN, NN, ASW, BW, BP, CD, GO, ID, LH, MC, RC, TC	Apologies:
Agenda Item: Chairman (William Norman)	
<p>Discussion</p> <p>Minutes from the previous meeting.</p> <p>Photographs of the committee now printed and presented in frames. These are to be hung at the top of the stairs.</p>	<p>Action</p> <p>Agreed. ASW to publish to the website.</p>
<p>Discussion</p> <p>Sub Aqua Club/boat shed update</p> <p>The Club was expecting the request for removal of the large shed to be put in writing and was awaiting this before any action was taken.</p> <p>BP said he has had verbal confirmation from the Sub Aqua club that this will not be happening but they want the shed removed as soon as possible. They have agreed to give MCC time to make the necessary practical arrangements.</p> <p>There are currently 54 boats inside the shed. In the short term it was decided to investigate the cost of putting a couple of containers at the other side of the club.</p> <p>Maidstone Borough Council needs to be contacted to find out the process for gaining planning permission to site the containers and also to explore planning for a longer-term solution. Following this the planning application will be completed and GO will organise payment of any associated costs.</p> <p>Once the containers have been sited and the boats moved, the large shed will be sold.</p>	<p>Action</p> <p>RC to investigate the cost of containers and how they can be sourced and transported to the site.</p> <p>BP to contact the council then will inform the committee by email.</p>

<p>Discussion</p> <p>Reasons for excluding members from the club</p> <p>The club's ethos is one where members are expected to support the club and show respect for both the club and each of its members.</p> <p>If a member acts against the club's ethos and deliberately undermines the club in any way they should be issued the appropriate warnings and given the opportunity to rectify the situation before being asked to leave the club. This is in line with the club's constitution.</p>	<p>Action</p> <p>Monitor and act upon, where necessary any reported concerns.</p>
Agenda Item: Treasurer and Membership Secretary (Geoff Orford)	
<p>Discussion</p> <p>Accounts distributed and discussed.</p> <p>Membership currently stands at 198.</p> <p>GO has written an additional statement for the membership form regarding independent use of club boats for those with limited experience. The statement was agreed by the committee. CD suggested it also be published on the club's website.</p>	<p>Action</p> <p>GO to publish statement to the website.</p>
Agenda Item: Bosun Reports (Richard Clark and Malcolm Crampton)	
<p>Discussion General Paddling</p> <p>The two new boats discussed and agreed at the last meeting have now been ordered along with the air bags. The Fusion (discussed at the last meeting) has also been purchased from a club member for £250.</p>	<p>Action</p>
<p>Discussion Racing Boats</p> <p>The second racing boat (previously discussed and agreed) has been ordered and is due to arrive this month.</p> <p>WN congratulated MC for the boat sale success and thanked him for his hard work on behalf of the club.</p>	<p>Action</p> <p>Review boat needs when moving from the large shed. Surplus boats can be sold.</p>
Agenda Item: Clubhouse	
<p>Discussion Buildings Officer</p> <p>Fire escape and staircase update. RC said he hoped the work would start this month.</p> <p>Blinds for the upstairs area. RC has sourced and fitted these.</p> <p>The fire inspection is now due.</p>	<p>Action</p> <p>RC to follow up.</p> <p>Thank you to RC for his work on this.</p> <p>GO to organise this.</p>

Officer Reports	
Discussion Youth Representative Two club members have approached TC to request the purchase of 4 x 20kg metal weights.	Action Agreed up to a cost of £100. TC to investigate costs and arrange purchase with GO .
Discussion Youth Officer BW reiterated his hope to have a youth based day run in Spring 2016. Promotional materials need to be produced during the winter so they are ready to be distributed well in advance.	Action BW to get help with the design and production of promotional materials including a poster.
Discussion Welfare Officer Three coaches completed a Sports Coach UK course in September.	Action
Discussion First Aid Officer LH to complete a First Aid Box kit check and replace any necessary items. He will also put tick lists with kits so that if anyone uses an item they can tick the appropriate item. This way it will be easier to monitor what needs to be replaced. The accident book should also be filled in each time an item has been used.	Action BP to supply tick lists to LH .
Discussion Events and Events Safety Officer GO was thanked for his excellent idea and efforts for the proposed Christmas function at The Hop Farm. Unfortunately there was a disappointing response to this. NN suggested having an event at the club. A charge of £5 was agreed with an additional contribution from the club. Food would be supplied and those who take part should bring their own drink. This will take place on Saturday 12 th December.	Action NN to advertise on the club's website and Facebook page.
Discussion Development Officer ID has organised and publicised an inaugural meeting that will take place on Thursday October 22 nd . ID has looked at Canoe England's development plan. This runs until 2017. He plans to bring MCC's plan in line with the dates for those of Canoe England.	Action ID to record and report back outcomes of the inaugural meeting.

Agenda Item: Coaching Development Group	
Discussion Nothing to report.	Action
Agenda Item: Suggestion Box	
Discussion No requests.	Action
Secretary	
Discussion Insurance for the trustees BP has gained an initial quote of £215. The committee reiterated the promise to insure the Trustees.	Action BP to seek firm quotes and should arrange the insurance before the next meeting. GO to organise the payment for this.
AOB Three members of the club are undertaking Level 1 Coach Training this weekend and next. ID mentioned something that was brought up by Paul Newman at an AGM a couple of years ago regarding dissolution of clubs and change of rules with Canoe England. ID will contact Paul Newman to clarify this. WN has completed the new policy on reimbursement. Please see attached document.	
Date of Next Meeting: Friday 11 th December	
Circulate to: ASW, WN, BW, BP, CD, GO, ID, LH, MC, NN, RC, TC	