



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: December 11th 2015	Time:
Present: WN, NN, ASW, BW, BP, CD, GO, ID, LH, MC, RC, TC	Apologies:
Agenda Item: Chairman (William Norman)	
Discussion Minutes from the previous meeting	Action Agreed and signed off. ASW to publish to website.
Discussion Sub Aqua Club/building development The committee has agreed to pay the Sub Aqua club £10 per week and GO has set up a monthly payment to their bank account. This is just a temporary measure to give MCC time to make the best decisions and raise necessary funds for the development of the club. BP reported that there has been no further progress on the site visit. We need to know restrictions before progressing with building plans. Regarding building plans if the club does go ahead with the liaison with the engineers, they may be able to help with some groundwork. Proposals for funding need to be put together highlighting all the good work the club does in the wider community.	Action Payments will continue until the club is in a position to make longer-term arrangements regarding expansion of the club. BP to follow up with a letter to the council stating when he is available to meet for a site visit. Copy to ASW . Look at different sources of funding e.g. lottery. Put together a document that brings together all the work done by the club in the wider community for the next meeting. All members of the committee to send details to ASW who will collate this.

Discussion The planned presentation from Jamie McConville did not happen. Running sessions for schools midweek was discussed and it was agreed that a fee could be paid to coaches. Any sessions offered however, must be done under the club's name and not a coach's own name. Jamie or any other coach who suits the club's needs could run such sessions.	Action For working with schools the club may need to register with the appropriate councils. Cags may need to be purchased for use with school pupils.
Discussion Stand up board coaching This is becoming very popular and it would be good to get some people qualified to coach this. NN and WN are both interested and happy to do this as a first step. It would be good to be able to demonstrate this at our open days and to be able to run a course in 2016. The club will need to invest in two boards but this may attract more new people.	NN will investigate appropriate boards and costings.
Agenda Item: Treasurer and Membership Secretary (Geoff Orford)	
Discussion Latest accounts distributed and discussed.	Action
Discussion Christmas party A very positive response from members with 69 people attending. NN has organised the food and people will bring their own drinks. BW suggested that for future club events it would be useful to have a full sized fridge. Thank you to NN for organising the event.	Action Ask for donation of fridge from anyone getting rid of one. Publicise on website.
Discussion Maidstone Marathon The race date was not booked but the committee agreed on the 12 th June for the 2016 Marathon. BP is the named organiser. The rankings list is out of date and needs to be updated. The region is considering all clubs a set of number plates for which each club will be charged £200.	Action BP to investigate cost of printing our own and will also contact Tonbridge Canoe Club to see how they feel about this proposal.
Agenda Item: Bosun Reports (Richard Clark and Malcolm Crampton)	
Discussion General Paddling The two new small person boats have arrived but air bags are needed for these.	Action RC to organise purchase of air bags.

Discussion Racing Boats The second Sipre Energy boat has arrived. In the new year boats that are no longer used and could be sold will be sorted with any necessary parts in preparation for sale.	Action
Agenda Item: Clubhouse	
Discussion Buildings Officer The showers now shut down when turned off. The disabled toilet (exposed plumbing) and sink need sorting. The staircase still hasn't been started.	Action RC to organise this. RC to keep chasing this up.
Officer Reports	
Discussion Youth Representative The weights haven't been purchased yet.	Action TC to send a link to GO who will them place the order.
Discussion Youth Officer Nothing to report.	Action
Discussion Welfare Officer Andrew Mecrow DBS complete. New level 1 coaches need to be DBS checked. They also need to do child protection and first aid training. Paul Newman needs to sign off coaches.	Action CD will investigate child protection courses. LH can provide first aid course.
Discussion First Aid Officer All boxes are restocked.	Action Invoice to be given to GO for £52.50 cost. BP to send contents list to LH .
Discussion Events and Events Safety Officer Christmas party in hand.	Action
Discussion Development Officer ID organised a meeting but was the only person to attend. Development plan updates are in progress.	Action Building and fund raising plans will be added to the development plan.
Agenda Item: Coaching Development Group	
Discussion Mark Corti has resigned from his chairman post. The coach list needs to be kept up-to-date.	Action NN will arrange a meeting to elect a new chairman.

Agenda Item	
Discussion Work day (LH) LH pointed out a number of issues with the building and work that needs to be done including: completion of paintwork, dampness and cracks on ceilings, moss clearing from the roof and gutters. There is also a wire running into the sub aqua club that needs to be cut.	Action Dates to be arranged at the next meeting.
Secretary	
Discussion Insurance for the trustees BP reported that the trustees are already covered by the BCU. The BCU will be sending the club the full details.	Action
AOB AGM: March 18 th Discuss format of voting at the next meeting.	
Date of Next Meeting: February 5th 2016	
Circulate to: ASW, WN, BW, BP, CD, GO, ID, LH, MC, NN, RC, TC	