

ARUN YACHT CLUB

MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON MONDAY 20TH APRIL 2009

Present : Nick Clare (NC) Commodore
Barry Partridge (BP) Vice Commodore
Dick Holden (DH) Rear Commodore Sailing
Nick Rusbridge (NR) Committee Member/Training Principal
Paul Hughes (PH) Committee Member Boats/Insurance
David Lindsay (DL) Committee Member Social
Sue Jenkins (SJ) Club Secretary

The Meeting started at 7.30 p.m.

- 1 **Apologies** for absence were received from Michael Marston (Treasurer) and Ron Goldsmith (Committee Member). **Action**
- 2
 - 1) **Minutes of Meeting held on 4th March 2009.** It was proposed by NR and seconded by DL that these be approved. Agreed by all.
 - 2) **Minutes of Meeting held on 11th March 2009.** It was proposed by PH and seconded by DH that these be approved. Agreed by all.
- 3 **Matters arising.**
 - KW and Meeting with Harbour Master regarding revised Development Plan. KW had contacted the Harbour Master and this meeting will take place at a later date. KW
 - PH reported that Arun Yacht Club is now an 'Onboard' Club after meeting representatives of this organisation.
 - ADC Core Strategy. NC reported that he had addressed this subject and that a document had been circulated from the Westbank Regeneration Partnership, who had instigated meetings on this subject.
 - PH reported attending a meeting and that ADC was keen to encourage sailing and leisure sports on the river Arun.
 - DH reported the Littlehampton Marina is very willing to support AYC in their aspirations.
 - Insurance for non-members attending Courses. NR had addressed this subject and will work on the advice of the Club's insurers to ensure that costs for boat hire and temporary membership are incorporated into non-members' Course fees. NR
 - Terms of Reference for the Berthing Master. TH will send this document to NC before the next Management Meeting and it will be circulated to all committee members in advance. NC/TH
 - NC has requested the Development Committee to take over the organisation of a Club dredge and Graham Langford has agreed to assist. To be discussed at the next Management Committee Meeting. All
 - Annual Fire inspection in June. NR asked SJ to ensure that there is a fire extinguisher in the Training Room, and that this area is inspected. SJ
 - RIB moorings. SJ to investigate in previous AGM Minutes. SJ
 - Sign-writing around the Club. NC thanked PH for his efforts in organising these, which had now been installed.

4 **Treasurer's Report** (as circulated in MM's absence).

Action

- Income. This is light, despite a busy March at the Club.
- Subscription income is down, but mooring income is level with last year's figures.
- Bar. Takings were good for March, but losses are £2,000 – this figure being less than last year's.
- Banks. After investigation MM recommended staying with the Club's current bank, which is as good as any other in the current economic climate.
- Budget. This is lower than expected subscription income, and MM questioned leaving berth allocations so late in the year and causing berths to be left vacant. To be addressed.
- Debtors. MM reported two berths currently not paid in full and two new berths unpaid. MM will actively address this in May.
- New entrance security gates. Quotes had been received and assistance for installation put in place. MM sought the Management Committee's approval to proceed with this task. Agreed by all.

ALL

MM

5 **AYC Vision Statement** (as presented by DH)

The main points were :

- The Club will provide the facilities necessary to match the purpose of its members, including marks, berths and shore facilities to include craneage, and storage.
- Launching, storage and safety equipment, including safety and committee boats, plus shore facilities for the dinghies.
- Training facilities and equipment for this.
- The Club to be an attractive social venue for members, with bar, galley and meeting facilities to earn revenue to support the other activities of the Club.

As a result of the above items :

- This Vision Statement was agreed in principle by all, and NC requested the Committee to work together on this document and for the final document to be presented at the next Meeting.
- DL to put together a discussion document regarding membership categories and for Committee discussion.

ALL

ALL

6 **Lease and Planning Application.**

- DR had circulated a Report prior to the Meeting regarding the Planning Permission issued by ADC in June 2006, which is due to expire in June 2009.
- It was agreed by all that DR should proceed with the application before its expiry in June 2009 on the basis of the Report received.
- DL noted that landscaping the perimeter of the Club's land was part of the original Lease, and it was agreed by all to put an article in the next edition of Scuttlebutt to ask for donations of plants specified in the Lease and assistance in planting them.

DR

DL/SJ

7 **Clubhouse Design and Redecoration**

It was agreed by all that Frances Gosine and SJ continue with this project and report back to the next meeting. Budgets are to be included.

FG/SJ

8 **Littlehampton Regatta**

- It was agreed by all that a 'Stand' is to be booked for this event with good display boards and material. SJ to organise the booking of the stand, and ask if it can be

Action

SJ
DH/DL

better positioned than last year.

- Sailing and Social Committees to organise the day.
- It was noted that the date for the Regatta is 13th June.

9 New Members' Reception and Club Open Day.

It was agreed to change the date of this to 25th July so it does not clash with the Littlehampton Regatta. DR to circulate on group email and notice to be put in the next edition of Scuttlebutt.

DR/DL

10 Sub-Committee Reports.

10.i Sailing Committee

- DH reported that there was nothing for the Management Committee to decide.
- Sailors' evenings are being organised for the autumn.
- A cruise of 17 small boats had been organised for the weekend of 24th April by Tony Sutcliffe.

10.ii Training Committee

NR reported the following :

- A Club Race Officer refresher course has been completed, a very successful Safety Boat Course and a Dinghy Instructors' Course.
- A Powerboat Level II course was cancelled due to insufficient numbers. There are other powerboat courses scheduled for later in the year.
- An RYA Inspection was completed on 21st March, which AYC passed with one minor administrative matter outstanding, which has now been addressed.
- Evening training for Cadets, Adults and Race Training has started, all sessions in six-week blocks.
- A First Aid Refresher Course is to take place in the near future.
- Following being accepted into the Onboard scheme, Angmering School has been contacted with a view to identifying youngsters interested in Saturday morning 'taster' sessions.
- We have been registered as a Volvo Championship Club and are organising Laser race coaching days in July and September as entry to this scheme.
- An RYA dinghy refresher day is being organised – date to be confirmed.
- The Training Committee has reviewed fleet renewal strategy and are planning to purchase a 420 and Laser this year, and next year selling the Club Laser, buying a replacement as well as looking at Wayfarer replacement.
- A volunteer co-ordinator is being sought.

NR

10.iii Social Committee

DL reported the following :

- The Social Committee had discussed catering and bar at length and the way in which to increase numbers and improve what is offered at the Club.
- Jazz by the River – this was a successful event and made a small profit

through bar sales.

Action

- Boat Jumble – DL wished to thank particularly Carole Clapham and Barry Partridge for their assistance. This event made a profit.
- Founders Day Lunch is to take place on Saturday 25th April, and about 65 persons are expected.
- DR has asked for the Committee's approval to hold the Founders' Day Lunch 2010 on 17th April. Agreed by all.
- Dishwasher. MM had reported to DL that the lease on this item is due to expire in June. DL asked the Management Committee for their authority to purchase this at a price not exceeding £500. Research showed that a new commercial dishwasher would cost in excess of £2,000. Agreed by all. DL to liaise with MM.

10.iv House

RG reported the following :

- Fingers in the car park – BP has arranged for the scrapping of these. BP
- Electrical works for Club – BP arranging a second quote. RG
- Anti-climb spikes. Arrangements are in hand for the installation of these,
- Electric boxes. Work is still awaited from a Club Member on these.
- Life ring stands. All four are at present being galvanised.
- Bridge to Pontoon A. Strengthening parts are being galvanised.
- Pontoon D. RG to liaise with MM as soon as all the information and drawings are available. RG/MM
- RG expressed his concern regarding temporary alterations made in the Clubroom and ideas put forward for the foyer. He asked that Committee Members respect that individual Committee Members responsible for their areas are consulted first.
- RG submitted costs for renovating the exterior of the Training Room. This item to be put into next year's budget and RG and BP to talk to RED regarding a replacement. RG/BP
- China in Training Room. It was agreed by all that this is taken to a Charity shop in the very near future. DL
- Computers and printers to be sorted out in the Training room and anything not required to be disposed of. NR/SJ

10.v Moorings and Berthing

- Seven berths are currently vacant with the possibility of two new berthholders in the future.
- PBO advert. It was agreed to place a 'line' advert in the classified section for the next three months. NC/SJ
- NR to advertise vacant moorings on the website, and other websites to be investigated for advertisements. NC/NR
- It was agreed by all that following an application for a mooring there must be a quicker response to applicants and that they must be kept more fully informed of availability. NC/TH/SJ
- Berthholders to be asked earlier in the year if they wish to keep their moorings, so that others on the waiting list get a chance of taking up an mooring before taking their boat elsewhere. MM
- A notice to be put in Scuttlebutt regarding availability of moorings. DL/SJ

- 10.vi Insurance and Health & Safety ***Action***
- PH reported that the Civil Liability Insurance has been paid and he will also check whether liability should be increased from five to £10 million. PH
- 10.vii Sponsorship and marketing
- NR to investigate reporters attending major Club events such as the Owers Race, and asking photographer to attend. NR
- 10.viii Secretary's Report
- Peter Colyer and Janet Shaw had applied for membership and a mooring, but unfortunately the boat was unsuitable for AYC moorings. SJ to contact them to ascertain whether they still wish to be members. SJ
 - Three members have asked for refunds on the moorings having sold their boats – Richard Harris, Nigel Townsend and Nick Rusbridge. MM to address this on his return. MM
- 11 **Any other Business**
- 1) Winch. A Club member has asked if he can purchase this item. DH and PH to see if it is functioning and then talk to the member concerned. DH/PH
 - 2) Green issues – it was agreed that the Committee was not interested in following up this subject at the present time, but will address it in the near future.
 - 3) Littlehampton Seafront Strategy. Following receipt of a paper from the Harbour Board NC will talk to Anne Carnegie (the Harbour Board representative) and report back to the Committee at the next Meeting. NC
 - 4) A letter to be sent to Sussex Yacht Club to say that AYC is still interested in their travel hoist, which is for sale. BP
- 12 **Date of next Scuttlebutt** – copy to be received by 1st June 2009 ALL
- 13 **Date of next Meeting** – Monday 18th May at 7.30 p.m.

The Meeting finished at 10.30 p.m.

.....
Nick Clare, Commodore.