

**MINUTES OF A MEETING
OF THE HRSC GENERAL COMMITTEE HELD THE CLUBHOUSE
ON 2ND SEPTEMBER 2024 AT 7 PM**

Attendees: Angie Watson (Commodore), Duncan Skingley (Rear Commodore Sailing), James Norton (Rear Commodore Amenities); Peter Smith (Captain Safety Boat), Emma Broad (Hon Sec); Mike Lowe (Treasurer); Matt Smith (Captain Water Activities); Nick Reuter (Captain Dinghies); Diana Best (Vice Commodore); Rowland Kirby (Captain Yachts); Vanessa Glossop (Captain Juniors);

Meeting Chaired by Angie Watson, Commodore **Minutes by** Emma Broad, Hon Secretary

		<u>Action</u>
1.	Apologies for Absence Elwyn Jones (Captain Amenities); Ben Rampley (Captain Moorings, Beach & Pontoon)	
2.	Minutes of Previous Meeting (1st July 2024) The minutes of the last meeting held on 1 st July 2024 were submitted for approval. Proposed: Matt Smith Seconded: Mike Lowe Approved unanimously as a true and accurate record.	
3.	Matters arising from last meeting <ol style="list-style-type: none"> 1. Safeguarding policy to be reviewed and updated. Safeguarding Officer, Sophie Ballard's email to be added to policy doc on website. 2. Car Park - fencing car park boundary. Fencing grass area around flag pole with gate access. Long term solution for water runoff to be explored – possibly concrete curb. 3. Dinghy Park – two unclaimed trailers to be removed. Chris Broad to be asked to assess amount of rubbish to be removed and size of skip required. 4. Landslip – Ongoing assessment. Meeting taking place on Friday 6th Sept with structural engineer to assess. 5. Trees and foliage to be cut back before autumn – quotes to be obtained 6. Installing tidecam – club to purchase IP Camera 7. Data projector -stand to be purchased 8. Walkaround to check boats on Pontoon are all compliant. Members to be contacted on an individual basis. 9. Handrails to be fitted. New boards for undersection of pontoon to be purchased and fitted. Seagrass information board to be fitted on arrival 10. Setting up a reporting system so there is a record in an emergency situation of how many people are on the water when racing. 	<p>Vanessa</p> <p>James/ Elwyn</p> <p>Angie/Marc Emma/James</p> <p>James</p> <p>James/Angie</p> <p>Duncan</p> <p>Nick</p> <p>James/Elise</p> <p>James/Ben</p> <p>Duncan</p>
4.	RYA Inspection, feedback and actions taken RYA inspection took place on 23 rd Aug. First one for three years. Inspector extremely impressed with the setup and training at HRSC and the progression beyond Level 4 to AI and then DI. Spot check on grab bags for safety boats identified some inconsistency with grab bags that have been rectified. HRSC, Private and HRCST boats must all carry the same level of safety equipment. Safeguarding Policy needs to be rewritten along with HRSC SOPs (Standard Operating Procedures) and Risk Assessments for onshore, offshore and premises.	Vanessa
5.	Reporting incidents on and off the water Accidents and near misses should be reported by completing the online form on the HRSC website. Any incident on club premises, even minor ones, need to be recorded in the incident book which is kept behind the bar.	All

5.	<p><u>Treasurer's Report</u> The monthly financial report was presented to the Committee and is attached as Appendix A. This is available to all members by requesting a copy from the Treasurer.</p> <p>Insurance this year 25K – likely to go up next year to around £28K. A full review and additional quotes to be obtained. (Mercia Marine was suggested). Staffing costs likely to increase this year from £64K to £71K - approx 10.5% increase. Running costs for the three months Oct, Nov, Dec approx. £9K - £11K per month.</p> <p>Bar Stock Take on Monday 1st October needs two volunteers.</p>	Peter Watson + ANO
6.	<p><u>Members Comments / Correspondence</u> Spreadsheet circulated – ongoing action for acoustics in end room to be looked at and improved with sound baffles</p>	Elwyn
7.	<p><u>Membership Applications</u> Received from: Hudson (Joint); Ramseyer & Moffat (Joint); Rose (Joint); Sussex (Joint); Thomas (Joint); Thompson (Single); Turon & Chapman (Joint); Dalton (single); Pearce (Single) Proposed: Angie Watson Seconded: Emma Broad</p>	
8.	<p><u>Any Other Business</u> Duncan Skingley (Rear Commodore Sailing) More transparency needed across the different groups in the club so all members are aware of what sailing activities are taking place and what they can get involved in. HRSC policies to be updated with risk assessments and ensure HRSC Insurance Policy complies.</p> <p>Diana Best (Vice Commodore): Upcoming events - Odds & Sods 21st Sept at 7pm; October – Tim Rice; November – John Head “Lest we forget”; January – Victoria Bolitho on the Scillonian; February – The history of Oyster Catchers. 28th Sept Posh Nosh – all members welcome; Nov/Dec Yachts and Dinghy wash up</p> <p>Peter Smith (Captain Safety Boats): Still under a lot of pressure to find people to help with Safety Boat/Race Officer duties despite some new volunteers. Could try using ‘Dutyman’ but no guarantee it would help. SeaViper not fit for purpose. Committee to keep eye out for a replacement boat. Winter storage for 5 HRSC boats discussed coming out no later than 1st week of Nov.</p> <p>Nick Reuter (Captain Dinghies); May Cup great success with 14 boats participating. Dinghy Regatta well supported with 13 boats including juniors. Wayfairer Cup scheduled for 8th Sept. The number of dinghies out racing over the summer was up and down often due to unfavourable weather conditions</p> <p>Vanessa Glossop (Captain Juniors): Suggestion to increase marketing on Facebook & Instagram to support membership drive. Meeting with Elise to be organised to discuss.</p> <p>Angie Watson (Commodore): Anyone using a club boat must be an HRSC club member. Anyone participating in taster session needs to register as a “Temporary Member for Club Activity”. A registration book will be kept in the dinghy sailing box.</p> <p>RYA Day at Stithians – Sunday 22 Sept. “Onboard Festival”. Need two volunteers to attend.</p>	<p>Sailing Captains Duncan/Mike</p> <p>Di</p> <p>All</p> <p>Vanessa/Elise</p> <p>Angie</p>
9.	<p><u>Date and Time of next Meeting:</u> Monday 21st October at 7pm</p>	

Attachments: Financial Report – Appendix A

Signed..... Date