MINUTES OF A MEETING
OF THE HRSC GENERAL COMMITTEE HELD THE CLUBHHOUSE
on 11th May 2026 at 7 pm

Attendees: Mike Lowe (Commodore); Di Best (Vice Commodore); Peter Roe (Hon Treasurer); Emma Broad (Hon Sec); Peter Wyatt (Captain Adult Sailing); Nick Reuter (Captain Dinghies); Chris Emes (Captain Safety Boat); Fred Kearsley (Captain Moorings, Beach & Pontoon); Chris Hosken, Captain Sailing; Liam Johns (Captain Amenities);

Meeting Chaired by Mike Lowe, Commodore **Minutes by** Emma Broad, Hon Secretary

		Action
1.	**Apologies for Absence** James Norton (RC Amenities); Rowly Kirby (RC Yachts); Marc Shepherd (Captain Juniors); Tom Parker (Captain Social)	
2.	**Minutes of Previous Meeting** The minutes of the last meeting held on 9th April 2026 were submitted for approval. **Proposed:** Fred Kearsley **Seconded:** Nick Reuter; **Approved** unanimously as a true and accurate record.	
3.	**Matters arising from March meeting** ➢ **Internet update**: Wildernet connection being installed 12th May. ➢ **Special price beer for HRSC Falmouth Week day** was discussed **Action:** Ask Brewery to sponsor a number of barrels of beer for HRSC day at FSW ➢ **Walcon invoice**: Could not be located in QuickBooks, **Action:** To resolve and present update at next meeting ➢ **Club credit card**: Discussion confirmed that most business credit cards are limited to LLPs/companies. **Action:** Treasurer to review options for a Lloyds charge card ➢ **Clubhouse tidy up needed**: Committee discussed the need to tidy up outside areas including treatment of balcony tables, pressure washing paths, boundaries, removing weeds including around dinghy store, outside office and slipway walls etc. Also loose arial wire needs securing or removing. Old balcony tables to be repaired or removed. **Action:** Work party scheduled for Saturday the 23rd ➢ **Hedge Overgrowth**: The issue of overgrown hedges and sycamore trees around the clubhouse boundaries and on bank behind dinghy park was discussed **Action**: Liam to contact Poe for a quote and check availability ➢ **Interior maintenance**: Tom Briggs provided a quote for necessary touch-up work on shower and stairwell paint. **Action:** Liam to forward quotation to the Treasurer and proceed upon approval ➢ **Conservatory window repairs**: Blown glazing on conservatory windows needs replacing and some repairs. **Action**: Liam to chase up outstanding glazing company quotes and compare alternatives (Levitt & Jenkin, Collingtons). ➢ **Disposal of commercial fridge**: The committee agreed to pay the estimated £120 for professional disposal of the old bottle fridge ➢ **Action:** Liam to arrange disposal	 Di/Ollie Peter R Peter R Liam Liam Liam Liam Liam

4.	**Discover Sailing Day Review** The Discover Sailing Day judged to be hugely successful with 74 visitors registered. The Commodore thanked Nick Reuter and Peter Wyatt for their organisation of the day, Chris Eames for safety boat co-ordination and the entire volunteer team . Improvements for next year were discussed including sourcing another yacht and 2 more helms if possible. **Action**: Approx 30 volunteers in total. Refreshments and lunch for volunteers to be provided next year as pre-packed "goodie bags" to allow volunteers on long shift to eat flexibly during the day. Peter W thanked the volunteers who worked so hard to get the Wayfarers ready, and in particular Ken Burley and Paul Randle whose huge efforts ensured the boats were ready in time. **Action:** Mike is to send a thank-you email to volunteers, ensuring the complete list is validated with Nick to avoid missing contributors. **Action:** Nick to coordinate content for a follow-up email to attendees with Louise	Nick/ Peter W Mike/Nick Nick/ Louise
5.	**Sailing Matters** **L'Aber Wrac'h Party entry price :** The Champagne Party cost of tickets discussed. Committee agreed to keep as previous year at £10/head for an hour from 7pm-8pm. **Pontoon – purchase of floats for finger berths:** Captain Moorings updated the Committee on works. New signs were ready and scheduled to be installed. Ground fixing eyes on dinghy park in place – wire to be installed. A finger berth broke during recent easterly wind and has been successfully welded and repaired. To prevent disruption for paying berth holders, a proposal was made to purchase four new floats and hardware to create a stock of refurbished fingers as backup. Refurbishment costs are estimated at £350–£400 per finger, including floats from Walcon (approx. £190 + VAT), welding (£100–£150 each), side timber, and aluminium acid cleaning. Carriage of 4 x floats £250. **Motion:** To approve refurbishment of four finger berths and purchase of 4 floats from Walcon **Proposed**: Fred Kearsley **Seconded:** Chris Hosken. **Approved** unanimously by a show of hands. **Action:** Install wire on dinghy park and order four Walcon floats and bolts. The option of Liam to collect to avoid delivery charges to be considered **Action:** Spot checks for boat stickers and outboard safety buckets to be carried out. Club office will send reminders.	Fred/ Liam Fred
6.	**Treasurer's Monthly Financial Report** A detailed monthly Financial Report was submitted by the Treasurer and circulated to the Committee in advance. This report is available to all members by requesting a copy from the Treasurer. The Treasurer updated the committee on an improved financial position compared to the previous year—cautioning against over-optimism due to pending commitments and outstanding membership income. Expenditure is being controlled with most items operating within budget. Unbudgeted spending was required to purchase new EPOS equipment but the projected £13K to EDF was avoided and replaced with a £2K refund. **Action:** The Treasurer is working to resolve a direct debit failure impacting approx. 60 membership payments, with another collection run scheduled for 29 May	Peter R/ Louise
7.	**Reconciliation of Membership Subs / GDPR** **Action:** Treasurer and wife Anne to complete a manual positive reconciliation of all membership payments. Data will be transferred using a memory stick only for GDPR-compliant handling. This is explicitly minuted since Anne is not an official club officer	Peter
8.	**Insurance Compliance** The Treasurer presented an insurance compliance schedule and identifying the urgent priorities as Items 9, 5, 8, 4. The Committee discussed insurance risks, and in particular the importance of signage, access, and the monthly recording of safety logs. **Trespasser Liability** had been raised as a particular concern with our Insurance broker who confirmed that the club remains covered if non-members or trespassers injure themselves,	

	provided the club manages risks through reasonable steps to deter access through the use of signage and monitoring. The Committee discussed the wording required for example "No Public Right of Way" and "Private Property" and also the need to make clear route to Southwest Coast Path. The requirement for a monthly compliance log was also discussed. **Action :** Sub-Committee to meet for walk around and agree improved signage to meet insurance compliance **General Safety:** The club needs to audit safety measures across all physical assets, including pontoon, moorings, slipways, the clubhouse, fuel storage, and electrical systems. **Action :** Tom Smith to be asked if he would be able carry out an initial land based Hazard Awareness and Risk Assessment	Fred/ Peter R Chris H
9.	**Holiday Membership clarification** The committee discussed if Holiday Membership should qualify the visitors to the discounted bar prices. Views both for and against were debated. There was a concern that it may create friction for bar staff if visitors are forced to pay the higher tier. The alternative view that the discount should remain an exclusive loyalty incentive for year-round full members who support the club continuously. It was noted that even without a discount, club beverage prices remain competitive with neighbouring pubs. The committee discussed rebranding "Holiday Membership" to **"**Holiday Pass". This removes any implied right to member-only bar discounts while preserving boat launching and clubhouse access. Also discussed was refunding the Holiday Pass fee of £80 directly from the cost of a full year-round membership if visitors upgrade within the same registration year (to be in line with Winter Membership rule). **Motion:** To rename "Holiday Membership" as "Holiday Pass". To offer refund of £80 if a full membership was taken out in the same subscription year **Proposed:** Chris Hosken **Seconded**: Fred Keasley **Approved** by a show of hands **Action:** Hon Sec to update Holiday Membership form and update Office on Committee decision. Treasurer to update Ollie.	Emma/ Peter R
10	**Approval of Policy Updates** **Safeguarding Policy Review:** The previous safeguarding policy, adopted from the RYA template, contained operational guidance rather than strict policy. The policy was reviewed by Marc Shepherd and condensed for readability. **Photography and Image Use Policy:** A new Photography and Image Use Policy has been created to sit alongside the main safeguarding document, satisfying recommended regulatory requirements. Hon Sec confirmed that the draft policies had been circulated to the Club Safeguarding Officer. **Motion:** To approve the revised Safeguarding Policy and the new Photography and Image Policy **Proposed:** Nick Reuter **Seconded:** Peter Roe **Approved** by a unanimous show of hands. **Action Item:** Establish a formal policy update working group in September to re-evaluate all club policies	Emma
11	**Membership Applications** Sean Saxon (Single) + 2 juniors; James Axe (Single); Kitty Wingate + Gary Allson (Joint) + 2 juniors; Richrd Watson (Single) + 3 juniors; Anthony Rimington (Single); Gemma Jacka + Clare Girling (Joint) + 2 juniors; Mary Bloomfield (Single); Arnaud Coubier + Arnaud de France (Joint)	
12	**Members Correspondence** None	
13	**Any Other Business:** **Land, Boundaries, and Council Negotiations:** Ongoing negotiations with the Cornwall Council were discussed. The Council lease for the trailer park storage area is up for renewal and the Council may agree to sell. An offer price was discussed by the committee and the committee concluded that the proposal (especially suggested offer price) required more internal review before any formal response. **Action:** Hon Sec to discuss offer range with Mark HD for Committee and Trustee approval	

	Commodore's Tab: The allocation of the Commodore's tab in the budget for work parties currently being put against social budget. **Action:** Treasurer to meet with Tom and Di and clarify charge and budget allocation **Flat Repairs:** Damage to entrance wall in flat caused by a door handle. **Action:** Committee agreed to repair the hole and install a door stop or similar protection **Reminder Emails:** Several members expressed the need for more event reminder emails for those who do not use social media. **Action:** For the major club social events email communication to be considered more frequently **Social/Event Calendar**: Bank Holiday music event confirmed **Sea Viper/equipment:** New engine running well; anticipate increased fuel costs for the club. Planned minor equipment orders. **Adult Sailing**: First session to occur following day, with several boats going out. **Office Improvements:** The committee recognized and thanked John Bolitho's work on office cupboard repairs, which improved GDPR compliance and security. **Room Hire:** A groom (and friend of committee member) has requested to use the club for changing on wedding day (Saturday 25th July). The committee discussed and confirmed the need for the groom to obtain membership in advance. No additional room hire fee is needed if they are members.	Emma Peter R Liam Di/Elise
14	**Date and Time of next Meeting(s)** Monday 8th June and Monday 13th July at 19.00hrs	

Items submitted in advance:

1. Agenda for May meeting
2. Minutes of April meeting for approval
3. HRSC Account Balances (*Peter Roe*)
4. Insurance Compliance (*Peter Roe*)
5. *Draft* Monthly Compliance Log *(Peter Roe)*
6. Safeguarding Policy (*Emma Broad*)
7. Photography and Image Use Policy (*Emma Broad*)

Signed.. Date ....