



Stourport Boat Club Management Committee MEETING MINUTES



Date	14 Jan 2025	Location	SBC Club Room
Time	19.00		
Committee	Jane Palmer (JP) Liz Danby (LD) Nic Danby (ND) Mark Appleton (MA) Matt Gould (MG) Andy Harris (AH) Ben Palmer (BP) and Deb Barnett (DB) Luke Barnett (LB) Jo Harris (JH),		
Copied	Sara Peace (SP)	Captain	Stew Barnett (SBIAB)

Item	Header	Notes	Lead
1	Apologies	Jimmy Watson (JW)	All
2	Welcome / Guests	NA	-
3	Previous Minutes	Reviewed and approved	All
4	Outstanding Actions	Reviewed	All

5. Management Matters

5a	Membership Report	<ul style="list-style-type: none">Leaving and New Members<ul style="list-style-type: none">Leavers - 1Possible New Members – 3Continued interest in new people wanting to join developmental squadSection heads to let LD know about new membersSpond<ul style="list-style-type: none">LD in contact with BR regarding withdrawal from Club HubComms have gone out to member regarding how to use it.If the app is downloaded messages will only go through to the appIf members have downloaded the app, they must ensure notifications & emails are turned on	LD
5b	Finance Report	<ul style="list-style-type: none">No reconciliation report yet – MA working through the numbersPort & Stilton<ul style="list-style-type: none">Excellent takings (Net, not profit) - £2K (excl. ticket sales)To be removed from this (est.):<ul style="list-style-type: none">Band - £500Food - £300Bar - TBCEstimated profit, including tickets £1KExpenditure of Quad (Fleet Maintenance, 6d)<ul style="list-style-type: none">LB & JH – its difficult to make big financial decisions without have accounts to reviewJH – would be good to lay it out over 12 months so we can see what is due to go	MA



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		<p>out/come in so we don't surprise ourselves</p> <ul style="list-style-type: none"> ○ Action: Before making a decision MA to provide snapshot of accounts, before committee make final decision. Vote to be done online, once we know Winter Head is going ahead. 	
5c	Grounds & Maintenance	<ul style="list-style-type: none"> • Fire Door <ul style="list-style-type: none"> ○ Now completed ○ Thanks • Sewerage Pump <ul style="list-style-type: none"> ○ Tony P had fixed it, but it has since broken ○ MG suggests we need to get a new one ○ Action: SB to speak to Swifts about sharing costs • Plastering landing and stairs <ul style="list-style-type: none"> ○ We need to find a suitable time ○ He can pull off what's there and re-plaster or patch what is there ○ AH – know a guy from Tenbury who is fitting an anti-water membrane plaster on his walls. Something to consider ○ Action: MG to look into options and pricing • Hob <ul style="list-style-type: none"> ○ MG has spoken to 15 gas engineers ○ 10 weren't interesting in fixing ○ 5 said they could do it ○ Proposed costs to repair <ul style="list-style-type: none"> ▪ £100 call out fee ▪ £150 replacement parts ○ Looking at costs to repair, it may be worth buying a new one ○ JP has some quotes previously ○ Action: DB and JP to look at what cooker options are available for committee to review costs • Stairs <ul style="list-style-type: none"> ○ Wooden section now completed, with temporary chip wood bottom section in place. ○ Awaiting metal section to be completed, should take less than a month to fabricate. ○ Flooring – to be anti-slip ○ The gaps between wall and steps to be plastered in. • Flood Defenses (Potential Opportunity Only) <ul style="list-style-type: none"> ○ BP has recently spoken to a flood defense engineer company which may want to use SBC as a guinea pig, testing out a prototype design ○ Company would install the defense FOC. ○ Committee confirmed, we would be interested in this ○ Action: BP to speak to company to confirm we would be interested. • Gym Air Condition Unit 	MG



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		<ul style="list-style-type: none"> ○ It works ○ Needs to be turned on from outside 	
5d	Bar / Social / Functions	<ul style="list-style-type: none"> • Port & Stilton <ul style="list-style-type: none"> ○ See finance report 	
5e	Social Media & Website	<ul style="list-style-type: none"> • Social Media <ul style="list-style-type: none"> ○ Nothing specific to report 	JW
5f	Fund raising initiatives	<ul style="list-style-type: none"> • Rowing Foundation <ul style="list-style-type: none"> ○ Promised us £4K for rowing equipment ○ They are awaiting us to send them an invoice – we will need to put a sticker on the boat. ○ SP claimed for the grant in March ○ Action: SP to chase up • Lottery Funding <ul style="list-style-type: none"> ○ SP looking at going for a grant through the lottery fund – SP continuing with it. ○ SP has applied for £15,000 ○ Action: SP to update committee on progress • Go Row Indoors <ul style="list-style-type: none"> ○ BP says we may be entitled to this funding stream if we meet their requirements ○ Action: BP to find details and share with committee • Fundraising Ball – 7th June <ul style="list-style-type: none"> ○ Jenny Bird in the process of organising 	

6. Rowing Matters

6a	Captain's Report	<ul style="list-style-type: none"> • Quiet period for rowing <ul style="list-style-type: none"> ○ River has been high ○ Christmas break • Squads <ul style="list-style-type: none"> ○ Some have gone a bit off the boil with training ○ Need to get everyone back into the routine ○ Women's Masters doing really well <ul style="list-style-type: none"> ▪ Potential of two strong quads ○ Masters Men <ul style="list-style-type: none"> ▪ Back into routine ○ Juniors <ul style="list-style-type: none"> ▪ Off the back of the Jnr squads, parents wanting to join ○ Development Squad <ul style="list-style-type: none"> ▪ The question is, do we want a dedicated L2R program, or do we just integrate new people into the existing development squad? ▪ L2R programme benefits – we get money up front then take that off annual membership if they wish to join • Bont shoes <ul style="list-style-type: none"> ○ See 'Fleet Maintenance' section • Events 	SB
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		<ul style="list-style-type: none"> ○ West Midlands Junior Competition, held at SBC – 2nd March <ul style="list-style-type: none"> ▪ Bid to host successful ▪ SBC to provide safety support ▪ Radio & megaphone ▪ Club house facilities ▪ Cakes to be sold. ▪ Contribution to SBC for hosting £1,500 	
6b	Junior Rowing	<ul style="list-style-type: none"> • 2 New starters • Current squad size – 15 members • When we get to 16, a waiting list will need to be implemented • New year, we may need to look at re-structuring the squad • Recent leavers: <ul style="list-style-type: none"> ○ Beth Aston ○ Katie White ○ As junior get to A levels, it can be a bit of an awkward age, as often there's less people to row with ○ Alice – will be joining the senior women next year • Coaching <ul style="list-style-type: none"> ○ Tim will look to do more coaching of the senior women ○ Ryan is taking more of a step back ○ BP and Lee will be taking on most of the junior coaching <ul style="list-style-type: none"> ▪ We may need more volunteers to support • Upcoming competitions <ul style="list-style-type: none"> ○ Trafford Head -22 Feb 	BP
6c	Coaching & Development	<ul style="list-style-type: none"> • Stu C continues to do an excellent job with the learn to rowers 	SB
6d	Fleet Maintenance	<ul style="list-style-type: none"> • Systems re-naming ceremony to Geroage Handley <ul style="list-style-type: none"> ○ Action: SB to provide update • Purchase of light weight quad <ul style="list-style-type: none"> ○ Justification: <ul style="list-style-type: none"> ▪ The Masters women are sharing a boat with juniors at the moment ▪ Masters women squad is growing, and we currently don't have enough boats for them to use ▪ Next year we have another 4 juniors that will need to go coxless ○ Janousek <ul style="list-style-type: none"> ▪ 60– 80Kg with wing riggers ▪ Cost £14,350 +VAT 	All



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		<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Lead time – delivered by end of Feb ○ Wintec <ul style="list-style-type: none"> ▪ SB looked at the Wintec, but committee is not confident of the build quality and suitability for a club boat ○ Costs <ul style="list-style-type: none"> ▪ Committee agreed in principle. ▪ Once we know the head is going ahead, committee to approve expenditure via digital means • Riggers for Jerry Maiden <ul style="list-style-type: none"> ○ We have requirement for more suitable heavy-weight riggers ○ Action SB/BP to check what riggers are already available in the club. ○ If these are not suitable, new riggers are £1,000 • Bont Shoe System <ul style="list-style-type: none"> ○ 3 boats currently fitted out, including: <ul style="list-style-type: none"> ▪ Gray's (Women's Quad) ▪ A pair ▪ A double ▪ All been trialed – system works well ○ Approval required from committee to invest in more boats to be fitted with system <ul style="list-style-type: none"> ▪ 17 boats due to get the new system in <ul style="list-style-type: none"> • 72 seats with fittings £2,160 • Heal restraints £300 • TOTAL £2,520 ▪ Committee voted on the expenditure – all approved ○ BP asks – do they do small feet (size 2/3) for juniors? <ul style="list-style-type: none"> ▪ Action: SB to look into options 	
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7. Compliance Matters

7a	Health & Safety (Including Fire & River Safety)	<ul style="list-style-type: none"> • Qualified First Aiders <ul style="list-style-type: none"> ▪ Soph Dimambro ▪ Lee Evans ▪ Jodie Howson ▪ Tyler Ewell ▪ Ben Palmer ▪ Rich Rowley ▪ Ella Dimambro ○ Good that we have an even distribution • Incident <ul style="list-style-type: none"> ○ 1 reported – junior collision • Safety Plan <ul style="list-style-type: none"> ○ JH has update and put more information 	
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regarding the colour coding.

- Specifics around wind conditions, etc.
- Junior Squad Safety - JH proposed a four eyes/two people rowing condition agreement process – Two people should be in agreement that the river is rowable before juniors get on the water
- **Action:** JH new safety plan to be circulated now it has been confirmed
- Junior framework
 - JH has produced a document for circulation
 - Who can go on the launch?
 - What training people should have
- Circulation Pattern
 - BR have asked us to update our safety plan with circulation patterns.
 - **Action:** JH to implement.
- Noticeboards
 - Committee members – who's on it and what their role is
 - These to be updated with the latest safety information
 - **Action:** JH to update information
- CARP (Community Against River Pollution)
 - They have asked if we would take samples periodically once a month
 - Committee agrees this is a good idea
 - We can then update the membership with the latest river quality
 - If river is found to be dirty, committee to ensure cleaning materials are available to members
- Fire Alarms & Extinguishers
 - **Action:** JH to make sure these tests are up-to-date
- Life Jackets
 - These may need servicing
 - **Action:** JH to looking into who would test these for us and what the recommended testing period is.
 - Safety jackets and throw lines were recently found on the floor
 - Members need to be shown how to safely store, and use jackets and throwlines
 - **Action:** JH to look into this
- Room Capacity
 - **Action:** JH to speak to fire service regarding what our capacity is



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7b	Insurance	<ul style="list-style-type: none">New vehicle insurance<ul style="list-style-type: none">Currently don't have breakdown coverAction: LB to look into thisMB asks when is the next club insurance payment, have we budgeted for that?<ul style="list-style-type: none">Yes it is budgeted for – insurance comes out around September/October time.	
7c	Welfare	<ul style="list-style-type: none">Nothing new to reportNotification for welfare assistant has been sent out<ul style="list-style-type: none">Awaiting responses from thisAction: If no responses, ND to send out follow up email	JP

8. Secretariat

8a	Committee Mailbox & Callendar	<ul style="list-style-type: none">Action: ND and LD to see if we can sort out a communal inbox via Spond	ND
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9 AOB

9a	Recycling Bins	<ul style="list-style-type: none">It was observed by visitors at our regatta that we did not have recycling bins for rubbish.We have spoken to Biffa and they said the segregate the waste at their depotFor next regatta, to be seen to be doing the right thing have a recycling bin and a general waste bin.	JH
9b	Club Development Strategy	<ul style="list-style-type: none">JH looking to set up a sub-committee, that is representative of all club membersSub committee to help create and implement long-term club plan and strategyThis would run separately to the management committee to ensure the continuity of long-term projectsCommittee approves the proposalAction: JH to facilitate the development of the sub-committeeAction: ND to send out notification regarding the Sesquicentennial anniversary next year	JH
9c	Vyrnwy & Banyoles Update	<ul style="list-style-type: none">Separate meeting to be actionedDate: 3rd Jan	JH
9d	Women's Head	<ul style="list-style-type: none">JH – what was the view at the last meeting?<ul style="list-style-type: none">Potential fund raiserStart with local derbyDate to be confirmedWould be another income stream for the clubBP – would suggest doing one in April, a 1500m regatta will attract university crews before	JH



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		<ul style="list-style-type: none"> ○ JH – a lot of noise about supporting women's sport ○ Sub committee could take this on 	
9e	Bellboat Regatta	<ul style="list-style-type: none"> • Confirm everything is going ahead • Just need member to come down and open the club up • Date: Friday 11th July 	LB
9f	Redacted	<ul style="list-style-type: none"> • Redacted 	SB
9g	Adie	<ul style="list-style-type: none"> • Committee acknowledges and thanks Adie for her tremendous contributions to the club of the year • Regarding regatta entries, squad coordinators to take on the responsibility 	All
9h	Shires Proposal	<ul style="list-style-type: none"> • SP, LB, SB met with Shires to discuss proposal • Proposal being worked through and to be discussed with committee. • In principle a good opportunity for new potential members and club revenue • Want to look at other club and see how it works there 	All
9i	Land Registry	<ul style="list-style-type: none"> • Tony Gavin would like to discuss the clubs land registry with the committee. • Action: LB to have initial discussion with Tony regarding the topic 	LB
9j	Megaphones	<ul style="list-style-type: none"> • We currently have 6 reliable working lithium-ion battery megaphones • We have 6 intermittently reliable battery-operated megaphones. • Requirement <ul style="list-style-type: none"> ○ Regatta – 12 ○ Heads – 10 • Proposal <ul style="list-style-type: none"> ○ Purchase of 6 new Vonyx Megaphones (the same ones we have now) ○ Costs £386.34 (£64.39/unit) ○ Committee approved the costs ○ Action ND to order new megaphones 	ND
10	Next Committee Meeting	Tuesday 11 Feb, 19:00	All