



Stourport Boat Club Management Committee MEETING MINUTES



Date	18 Mar 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 Luke Barnett (LB) Jo Harris (JH), Jimmy Watson (JW)		
Copied	Sara Peace (SP)	Captain	Stew Barnett (SB)

Item	Header	Notes	Lead
1	Apologies	JH	All
2	Welcome / Guests	Jenny Bird, Chris Bird, Lee Evans	-
3	Previous Minutes	Reviewed and approved	All
4	Outstanding Actions	<ul style="list-style-type: none">Constitutional Changes<ul style="list-style-type: none">Action: LB to send amendment to the committee to review<ul style="list-style-type: none">Conflict of interest policy<ul style="list-style-type: none">All committee members to sign a waiver upon commencement of their termProposed changes to be voted on by membership at next AGMLand Registry<ul style="list-style-type: none">The club is not currently registered with the Land RegistryWhen the Leisure Centre was sold it was agreed we have right of way in perpetuity to Harold Davies Drive, but if the relief road is built, we have no claim for it as we are not currently registered.SP - We need to conduct a search for "Stourport Boat Club"Once that comes back, we need to go through the solicitor to registerThis needs to be done ASAP, ahead of the proposed relief road plansAction: SP to investigate	All

5. Management Matters

5a	Membership Report	<ul style="list-style-type: none">In process of closing the Club Hub system and fully moving to Spond<ul style="list-style-type: none">Action: LD to send out details of how to renew and pay your 2025/26 membershipMembership rate<ul style="list-style-type: none">LD - Email has gone out to members regarding the new email rate and the payment scheduleLapsed members<ul style="list-style-type: none">Committee to review some lapsed membership	LD
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5b	Finance Report	<ul style="list-style-type: none"> In bank currently £66.6K Balance to pay for boat £8K (net) Outstanding maintenance costs approx. £2K Due to finish the financial year at £55K Action: Once financial year is closed out, MA to work on forecasting for next year. 	MA
5c	Grounds & Maintenance	<ul style="list-style-type: none"> Flood Defense Initiative <ul style="list-style-type: none"> In principle happy with it - awaiting further news Cooker <ul style="list-style-type: none"> Making do for the moment Awaiting spare budget Sewerage pump <ul style="list-style-type: none"> SB – Spoken with Pip from Swifts <ul style="list-style-type: none"> They have confirmed they are happy to contribute to the new pump Pump is currently working, but may not last Action: MG to get costs for new pump Downstairs Toilet Refurb <ul style="list-style-type: none"> LB Hosting a work part meeting on Sunday (23 Mar) Steps <ul style="list-style-type: none"> Adrian Palmer to supply the bottom step. Slight delay as he's very busy at work at the moment. Temporary wooden step dangerous Action: MG to speak with Rich Regarding a mid-term solution Plastering <ul style="list-style-type: none"> To be completed once stairs have been completed. 	MG
5d	Bar / Social / Functions	<ul style="list-style-type: none"> 2 Private functions (18th and 40th parties) were a success Member Social Evenings <ul style="list-style-type: none"> Curry Club organised for 21 Mar Looking to do something similar every month 	All
5e	Social Media & Website	<ul style="list-style-type: none"> Day-to-day activities <ul style="list-style-type: none"> Action: JW/MG to speak with Ella to see if she would be willing to take it on Facebook Connect Administration <ul style="list-style-type: none"> LB – we need another admin BP – volunteered to be one Action: LB to set BP up as an admin 	JW
5f	Fund raising initiatives	<ul style="list-style-type: none"> 100 Club – JW has launched the initiative <ul style="list-style-type: none"> So far 3 have signed up To be promoted at the Curry Club Pete Llyod to automatically be signed up (he's never stopped paying for the 100 club when it was originally set up) Sponsorship for events <ul style="list-style-type: none"> Andy Aston has shared a document with LB with useful contacts 	SP



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		<ul style="list-style-type: none"> ○ Action: LB to share with committee • Lottery Funding <ul style="list-style-type: none"> ○ Original application was for £14K ○ With the quote from Chris Bird for the extended landing stage we'll need more ○ SP - Reviewing the amount which we require 	
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6. Rowing Matters

6a	Captain's Report	<ul style="list-style-type: none"> • Racing Roundup <ul style="list-style-type: none"> ○ Trafford Head 24th February <ul style="list-style-type: none"> ▪ This was our young Junior squads first chance to compete over a Head Course and they put up some fantastic performances. ▪ Erin Lloyd and Melody Bryant won their J14 doubles and Catherine McNabb and Darcey Knight won in their J13 double great result well done girls. Also worthy of note was Noah Johnsons performance he narrowly lost out finishing second out of six despite hitting the bank! Great result. ▪ Jimmy Watson also put up a strong performance to win Open single sculls. ▪ With both senior crews and Juniors all racing the club was really well represented at Trafford and they all said they would love to return again next year. ▪ Thanks to Jimmy Watson for towing and Ben and Lee for looking after the new Juniors. ○ Gloucester Head 16th March <ul style="list-style-type: none"> ▪ We sent six crews to Gloucester and in very challenging conditions there were some strong performances. The wind was freezing and the course chopped up bad in places making racing quite unpleasant. ▪ We didn't come away with any wins unfortunately but as always club spirit was great with plenty of support on the bank. • Bont QRS <ul style="list-style-type: none"> ○ Another 18 people have ordered their own shoes and so far 12 boats have been fitted with the Bont QRS plates. • Coaching and development <ul style="list-style-type: none"> ○ The Junior squad is looking very healthy with figures up to almost maximum. Coaching is as 	SB
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		<p>always quite stretched but Beth Morris has offered to help, great news thanks Beth.</p> <ul style="list-style-type: none"> ○ Six more people have expressed an interest in learning to row and whilst this is great news they will be integrated into the development squad and Stu Cambell is going to need some help as currently he coordinates the whole squad often on his own. ○ Masters women section is looking strong as is the masters men's squad. ○ Steve Link has managed to get a regular eight together every Saturday with numbers now exceeding 14. Great initiative by Steve who keeps this recreational group rowing and enjoying regular outings. ○ Senior mens seat racing will take place this Sunday from 0800 downstream of Stour outlet other members are kindly asked to avoid this section for the duration of the trials thankyou all for your cooperation. • World Masters update Banyoles September <ul style="list-style-type: none"> ○ We now have a driver to tow and we are in consultation with Bewdley and the rest of the region to fill up the trailer. • Boat cleaning and reporting damage <ul style="list-style-type: none"> ○ As always please clean all boats thoroughly after your outing and report any damage on iCrew. Replace tennis balls before putting boats back on racks. • Looking ahead <ul style="list-style-type: none"> ○ 6 crews are competing at Loughborough head on 30th March. This is likely to be our last head before the Regatta season starts in May. • Wins YTD <ul style="list-style-type: none"> ○ 15 	
6b	Junior Rowing	<ul style="list-style-type: none"> • Junior L2R event planned for – 11 April 18:00 <ul style="list-style-type: none"> ○ 4 x junior boys want to join (we don't have many junior boys) ○ 2 x WJ15 girls • Squad is currently at 12 • AH asked – can we handle more? • BP confirmed we could, with Beth joining the coaching team we have more scope • SP – the advised number of juniors is 10 per coach • BP – confirms he has got coach insurance <ul style="list-style-type: none"> ○ BP and Ryan to be reimbursed for this by the club – to be discussed at Junior Management Meeting (see below) 	BP



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- Funding is available via West Mid Regional Rowing for coaches – for each club one person
 - **Action:** BP to speak to Beth Morris if she would like to do it
- BP – Confirms he has his level 2 coaching course - it covers him as a qualified coach for 2-years
- BP – confirms he has his coaching assessment in may half term
- Health & safety considerations
 - Committee to ensure BP and the rest of the coaching team have the support they need
- Lee struggling to commit much more time
 - BP and Beth to cover the Friday training
- Launch Training for BP, LE, & Stu Campbell
 - Need to be re-visited
 - **Action:** LD to speak with PD regarding contacts
- Bewdley Coach – Nigel Geery
 - SB spoken to Nigel – he would like to join SBC as a Junior coach
 - SB asks do we charge membership for someone who just wants to coach.
 - Committee confirms we don't charge membership for those individuals
 - They are still listed as SBC members for welfare and insurance reasons
 - **Action:** Following the Junior Management Meeting, SB to set up a meeting with him
- Junior Management Meeting
 - LB suggests having a separate meeting with all junior coaches to discuss plans going forward
 - Also to be involved:
 - JH (safety)
 - JP (Welfare)
 - LB
 - **Action:** LB to coordinate
 - Items to be discussed:
 - Junior L2R event
 - Coach availability
 - Welfare challenges
 - Safeguarding training
 - Nigel Geery - potential new coach
 - Need to ensure he would fit the SBC coach mold
- Junior Framework and Parent Guide
 - JH has completed a draft
 - **Action:** to be shared, reviewed and signed off



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		<ul style="list-style-type: none"> by relevant stakeholders <ul style="list-style-type: none"> To be discussed at next committee meeting Junior Events <ul style="list-style-type: none"> Junior Interregional <ul style="list-style-type: none"> We had no time to plan logistics – alternative venue location was not communicated in good time The replacement event is usually a week later Birmingham Regatta Blenheim Palace Regatta 	
6c	Coaching & Development	<ul style="list-style-type: none"> Learn 2 Row <ul style="list-style-type: none"> 6 people express interest in doing it (possibly 4 more) SB – not worth doing an official L2R course SB – thinks we can get them directly into the development squad SB - Lil Stu is going to need to support <ul style="list-style-type: none"> JW - Some of the current L2R division can progress into the other squads To be discussed in a sub-committee <ul style="list-style-type: none"> Action: SB to organise a date for sub-meeting Action: SB to communicate with new potentials we will establish a day (to be discussed at L2R sub-meeting with Lil Stu) 	SB
6d	Fleet Maintenance	<ul style="list-style-type: none"> Bont Shoes <ul style="list-style-type: none"> We need more Bont equipment for two 8s and two 4s <ul style="list-style-type: none"> £1K investment required Costs approved Bont shoes best practice <ul style="list-style-type: none"> Action: SB and Squad Coordinators to formulate a best practice plan for the club Bont shoe system. This then to be communicated to the membership Club to order small ones for juniors <ul style="list-style-type: none"> Ryan is undecided if his group will go for Bont shoes MA – unaware of any discussion with juniors about getting Bont shoes BP – They may well want them, especially if they want to use the newer boats (eg. Bob Eaton) BP – for the younger juniors we may just want a size 4 and a size 6 (don't need to be Bont) <ul style="list-style-type: none"> Action: SB to get some 	All



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		<ul style="list-style-type: none">SB – 18 people have signed up to order the cheaper H2Row alternatives	
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7. Compliance Matters

7a	Health & Safety (Including Fire & River Safety)	<ul style="list-style-type: none">Life jackets servicing<ul style="list-style-type: none">JH looking to liaise with other clubs to see if they would be willing to go in with us to get the costs downAction: JH speaking the Bewdley H&S counterpartCirculation Plan<ul style="list-style-type: none">No updateHi-Viz Tops<ul style="list-style-type: none">Action: LD to look at what's in the spare Athena stockNew Safety Plan<ul style="list-style-type: none">Now published on the websiteFire Alarm testing completed<ul style="list-style-type: none">Likely to be expensive this time as they haven't been done since 2019Will be less expensive next time as it will be a rolling thingFire Extinguishers<ul style="list-style-type: none">Reduced the number of extinguisher in the members bar, as the inspector said there were too manyCurrently we use two different companies for the alarms and extinguishers. To reduce costs we can consolidate these under one	AH (on behalf of JH)
7b	Insurance	<ul style="list-style-type: none">Nothing to report this monthAny new equipment purchased – details to be sent to LB so we can update our policies	LB
7c	Welfare	<ul style="list-style-type: none">Issues<ul style="list-style-type: none">[Redacted]Safeguarding training<ul style="list-style-type: none">BR have stated this is a requirement not a recommendationTo complete their training:<ul style="list-style-type: none">[Redacted][Redacted][Redacted][Redacted]<ul style="list-style-type: none">[Redacted]	JP

8. Secretariat

8a	Committee Mailbox & Callendar	<ul style="list-style-type: none">ND monitoring the mailbox (with support of JP and BP)	ND
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		<ul style="list-style-type: none">○ Relevant emails to be distributed to the respective committee members● Recent emails:<ul style="list-style-type: none">○ Chris Cosnett<ul style="list-style-type: none">▪ Re: Wanting to be a member at SBC – moving from BRC▪ Referred to SB○ Sophie Baines<ul style="list-style-type: none">▪ Re: 13 Y/O son would like to take up rowing▪ Referred to BP and Lee Evans○ Melanie Cameron<ul style="list-style-type: none">▪ Re: Adult Learn 2 Row – 53 yrs. Would like to start rowing▪ Referred to SB & Stu Campbell	
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9 AOB

9a	Fund raiser ball	<ul style="list-style-type: none">● General update<ul style="list-style-type: none">○ Marquee booked○ Band booked○ Bewdley Brewery onboard<ul style="list-style-type: none">▪ BB asked if they can leave equipment at club following event for the regatta▪ Committee approved○ Marquee set up<ul style="list-style-type: none">▪ They would like to set it up the week before the ball▪ Could impact access to far landing stage steps▪ Could lift sides of marquee up to get boats through▪ Failing that boats to come through the boat shed○ Tables/Chairs<ul style="list-style-type: none">▪ Boggy has offered Concept Furniture's services○ Ticket Sales<ul style="list-style-type: none">▪ Maximum tickets – 200▪ We should have no issue selling these▪ Sold on a first-come-first-serve basis▪ Currently 70 have been sold▪ Curry night to promote tick sales to members● To Do's<ul style="list-style-type: none">○ Fencing<ul style="list-style-type: none">▪ Could we do picket fencing along the river front?	
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- Would be a good idea to define the boundary
 - We may need Harris fencing at the back of the Leisure centre
- Sponsorship
 - JB has asked members to see if they can support to find sponsors
 - DB has spoken with Sonia
 - AH – will promote it on the masters squad
- Ticket Printing
 - JB needs help with ticket printing
 - MA offered to speak with his business contact to get some tickets printed FOC
- Electrics & Lighting
 - Items that require electrics:
 - Band, Bar and Chandelier
 - Rich Rowley/Adrian Palmer/Steve Smith may be able to support with this
 - CB – we need some long extension cables
 - BP – there is an accessible power outlet buy the fence
- Staging for band
 - Staging in bar to be used
 - Extra staging available in the gym
- Wine order
 - JB Asks – should we have a pre-order form
 - Committee agrees – would help with understanding what people want and we wont over order
 - SP suggests giving 2 red options, 2 white options, a rose and a prosecco
- Glasses
 - To use disposable glasses
 - For the beer we can use the cups made for the cancelled East Street Repeat event
- Flower arrangement
 - DB to support
- Food
 - JB to source
 - Cheese and nibbles
- Bar Team
 - Lee to organise bar rota
 - SBC members require to volunteer



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		<ul style="list-style-type: none"> ▪ Pricing <ul style="list-style-type: none"> • Beer suggested roughly £4.50 ○ Security <ul style="list-style-type: none"> ▪ Not required ○ Toilets <ul style="list-style-type: none"> ▪ We are in credit with Andy Loos from the cancelled head ▪ Action: SB to speak with Ian Hough 	
9b	George Handley Boat naming	<ul style="list-style-type: none"> • Action: When new boat arrives SB to organise boat naming ceremony <ul style="list-style-type: none"> ○ To be named “G-Man” 	SB
9c	Dinner Dance Venue	<ul style="list-style-type: none"> • Venue provisionally booked for Saturday 18th October • ND asked for club to pay the £250 venue costs (Wharton Park) <ul style="list-style-type: none"> ○ Committee approved • Action: ND to get invoice from Wharton Park – MA to make payment arrangements 	ND
9d	Floodlights in the compound	<ul style="list-style-type: none"> • JW – asked if we have a floodlight in the compound to make it easier to reverse the trailer in the dark. If not, can we get one. • JW – proposed getting a portable one to put in the back of the truck • SB – confirms there is floodlight on the compound and will show JW where the switch is 	JW
9e	Lobby Decorating	<ul style="list-style-type: none"> • Action: When the stairs are complete DB to organise a working party to get the downstairs looking presentable. • Wooden Oars <ul style="list-style-type: none"> ○ Action: SB to hang wooden oars in stairwell once decorations have been completed 	DB
9f	Summer Regatta – Bar Entertainment	<ul style="list-style-type: none"> • To be cowboy themed <ul style="list-style-type: none"> ○ Committee likes the idea • AH – want to make it a big thing so that next year people will be primed for the 150-year party • Booking bronco needs to be booked <ul style="list-style-type: none"> ○ Action: AH to confirm costs of bucking bronco – Committee to vote via WhatsApp 	AH
9g	Pubs & Clubs	<ul style="list-style-type: none"> • AH proposes we put an event on which engages with Stourport Residents to make our presence know in the town • Committee agrees – however previous times when we did Works Fours, very little money was generated for the club for the effort that was put in • AH – proposes we re-invent it • Something for subcommittee to consider 	AH
9h	Lockers Downstairs	<ul style="list-style-type: none"> • MA - Following SB’s phone being taken there are concerns about security • If we’re doing the refurbishment of the downstairs changing rooms – could lockers be considered 	MA



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		<ul style="list-style-type: none">○ JP – perhaps each member as their own pad locks or the code is something members would know○ Committee in favor	
9i	Toilet Refurb	<ul style="list-style-type: none">• LB has coordinated a meeting to kick start a working party• Meeting to be held on Saturday• Action: LB to report back to committee on the plan of action	LB
9j	West Mids Rowing Council	<ul style="list-style-type: none">• LD – British Rowing are looking at implementing a £0.75 charge for every seat at a regatta instead of the current £0.06• Regional clubs are fighting against this as it would result in hundreds of pounds lost for clubs• BR are also proposing this will be charged even if the event has to be cancelled.• Action: Representative of SBC committee to attend the meeting for update on this.<ul style="list-style-type: none">○ ND proposal - having a rota of committee members to attend these meeting	LD
9k	Upton Rowing Club	<ul style="list-style-type: none">• Upton are moving their club to a newly build lake• Action: LB to respond to email regarding this	LB
10	Next Committee Meeting	Thursday 10 Apr, 19:00	All