



Stourport Boat Club Management Committee MEETING MINUTES



Date	10 Apr 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	JP, BP, SP, JW	All
2	Welcome / Guests	NA	-
3	Previous Minutes	Reviewed	All
4	Outstanding Actions	<ul style="list-style-type: none">Nigel Geary – King Charles 1st Proposal<ul style="list-style-type: none">See 6bSBC Constitutional changes<ul style="list-style-type: none">LB & SP to pick up on this and present amendments to committee ahead of the next AGMMembership fee notification<ul style="list-style-type: none">LD completedFinancial report<ul style="list-style-type: none">completed - see 5bBoat naming ceremony<ul style="list-style-type: none">To be done Sunday (13th Apr)Upon Rowing Club proposal<ul style="list-style-type: none">Action: SP to catch up with UptonDinner Dance 2025<ul style="list-style-type: none">Wharton Park invoice paidSports Club Association meeting<ul style="list-style-type: none">Action: SB & AH to attend and feed back to the committeeRegatta Entertainment<ul style="list-style-type: none">Bucking Bronco paid for	All

5. Management Matters

5a	Membership Report	<ul style="list-style-type: none">Membership Fees<ul style="list-style-type: none">Two-thirds of the membership have now made arrangements for paymentReminders were sent out on Wednesday, 9th AprilAction: LD to continue to send reminders out to individuals[REDACTED]	LD
5b	Finance Report	<ul style="list-style-type: none">Annual Report (draft completed)<ul style="list-style-type: none">Membership up on the previous year: £41K<ul style="list-style-type: none">Learn 2 RowNew juniors	MA



Stourport Boat Club Management Committee MEETING MINUTES



		<ul style="list-style-type: none">▪ Old members which have come back• Year End (31 Mar 2025)<ul style="list-style-type: none">○ Depreciation to be deducted (estimated at £13K).○ Overall profit: £40K○ Head race: Lost income due to cancellation.○ Regatta income: £14K○ Fundraising (one-off): £8K○ Gross Profit: £67K<ul style="list-style-type: none">▪ Costs against this:<ul style="list-style-type: none">• Admin costs: -£35K<ul style="list-style-type: none">○ Insurance biggest: -£11.9K○ Boat maintenance: -£3.5K○ Waste Management<ul style="list-style-type: none">▪ DB: We've reduced to one bin.▪ Action: MA to speak with Biffa regarding bin collection (we only need one container collected)○ Property Maintenance: - £2.3K○ Licenses• 5-year plan<ul style="list-style-type: none">○ JH: Suggested we start planning for larger projects based on a financial forecast.○ Two biggest upcoming expenses:<ul style="list-style-type: none">▪ Boats▪ Building maintenance○ MA: We need to prioritise spending and set targets.○ Financial targets to be put in place<ul style="list-style-type: none">▪ Fund raising target▪ Membership target▪ Event revenue target• Slush Fund<ul style="list-style-type: none">○ Cash currently at £67K<ul style="list-style-type: none">▪ £30K of this is a buffer○ Discussion: Do we want to increase the buffer?<ul style="list-style-type: none">▪ Committee agreed we should increase this year-on-year▪ Note: We are not insured for subsidence as it is prohibitively	
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Stourport Boat Club Management Committee MEETING MINUTES



		expensive when last presented with the option in 20203	
5c	Grounds & Maintenance	<ul style="list-style-type: none"> • Sewerage Pump <ul style="list-style-type: none"> ○ MG spoke to Chris - It looks like it's working again ○ No action required at this time • Stairs <ul style="list-style-type: none"> ○ Lower stair now fixed ○ Upper staircase to be finalised on Wednesday, 16 April: <ul style="list-style-type: none"> ▪ Floor fitters will fit the floor vinyl ▪ Plasterer lined up: <ul style="list-style-type: none"> • To do foyer and stairwell. • Awaiting suitable date (dependent on frost). • Painting to follow once plastering is complete. • Painting the Club <ul style="list-style-type: none"> ○ DB: Suggested forming a working party to paint the club. ○ MG can provide a scaffold tower for outside work. ○ Committee agreed: Good idea. • Downstairs Toilet <ul style="list-style-type: none"> ○ LB met with the work party. ○ Work has been scoped. ○ Plan is to re-use existing materials. ○ Members to assist with tiling. ○ Andy Morris has offered to help. ○ Action: LB to speak with Andy to find out what date is best for him 	MG
5d	Bar / Social / Functions	<ul style="list-style-type: none"> • Indian evening <ul style="list-style-type: none"> ○ Committee thanks everyone for their input ○ Very well attended ○ Great revenue made • Mexican night (18 April) <ul style="list-style-type: none"> ○ Over 100 attendees set to come ○ Looks set to be another successful event. ○ Action: JW and Ella to promote on social media • Bar Stool Re-Furb <ul style="list-style-type: none"> ○ Action: DB to look at re-upholstering the stool to match the sofa 	All
5e	Social Media & Website	<ul style="list-style-type: none"> • Public Social Media Pages <ul style="list-style-type: none"> ○ A lot of good content is being shared on Connect. ○ Need to ensure quality content is also posted on public social media. ○ Action: JW and Ella DiMambro to coordinate content schedule and raise SBC's profile. • Admin rights <ul style="list-style-type: none"> ○ Action: LB to add BP as Facebook Connect Admin 	JW



Stourport Boat Club Management Committee MEETING MINUTES



5f	Fund raising initiatives	<ul style="list-style-type: none">• Rowing Grant<ul style="list-style-type: none">○ SP to explore applying for a £150K grant.○ Action: SP to update committee on any news• Henley Course Swim<ul style="list-style-type: none">○ JP asked if the committee supports her doing this as a fundraiser for SBC.○ Committee thanks her—fully supportive	SP
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6. Rowing Matters

6a	Captain's Report	<ul style="list-style-type: none">• Racing update<ul style="list-style-type: none">○ Some great performances, but sadly no wins○ Gloucester Head – 0 wins○ Loughborough – 0 wins• Boat Handling Protocol<ul style="list-style-type: none">○ Damage to boats has been reported.○ A formal boat handling protocol will be established so that all members are aware of how to properly handle equipment.○ Learn to Row (L2R) program will include training on how to correctly pick up boats.○ Members must check equipment before getting on the water and after returning.<ul style="list-style-type: none">▪ A checklist of items to review before leaving the landing stage will be created.• Coaching<ul style="list-style-type: none">○ Following a membership survey, it was established that coaching was a big request○ 8 people went on the coaching course<ul style="list-style-type: none">▪ Action: SB to speak with these individuals to ensure they are becoming active within the coaching teams.• L2R<ul style="list-style-type: none">○ L2R is proving very popular this year.○ 15+ participants already signed up, including parents and partne• Steve Link<ul style="list-style-type: none">○ Huge thanks to Steve for taking on some of the new rowers and coaching them<ul style="list-style-type: none">▪ Often they go out at non-peak times○ The committee expresses appreciation for his time and commitment.	SB
6b	Junior Rowing	<ul style="list-style-type: none">• Nigel Geary Junior Coach<ul style="list-style-type: none">○ SB met with Nigel discuss his plans<ul style="list-style-type: none">▪ Nigel is proposing to set up King Charles I Rowing Club, based at SBC.▪ Nigel would lead the initiative.▪ KCI would bring their own boats.	BP



Stourport Boat Club Management Committee MEETING MINUTES



		<ul style="list-style-type: none"> ▪ SBC would house the club. ○ Benefits to SBC: <ul style="list-style-type: none"> ▪ New revenue stream. ▪ Potential for increased junior membership. ○ Once a final proposal is drafted, the committee will vote on it. • Junior management meeting <ul style="list-style-type: none"> ○ Attendees: LB, BP, JH, JP, LE, BM, RC. ○ A constructive meeting was held with all junior coaches. ○ Addressed: <ul style="list-style-type: none"> ▪ Differences in coaching approaches. ▪ Communication challenges. ○ All coaches are encouraged to constructively challenge one another. ○ Regular separate coaching meetings will be scheduled to maintain alignment. ○ The committee thanks all junior coaches for their dedication. ○ Nigel Geary will also assist by sharing his experiences with the junior coaching team. • Umpire talk for juniors <ul style="list-style-type: none"> ○ Paul Danby has offered to give a talk on umpiring and what to look out for during races. ○ JH noted this would also be beneficial for L2R participants. <ul style="list-style-type: none"> ▪ Action: LD to speak to Paul Danby to arrange an umpire session for the L2R group. 	
6c	Coaching & Development	<ul style="list-style-type: none"> • Coach Development <ul style="list-style-type: none"> ○ A regular coaching group has been organised to facilitate ongoing communication and collaboration among coaches. • Launch Training <ul style="list-style-type: none"> ○ Lots of other clubs in the areas which also need launch training ○ Action: LD to speak with Paul D regarding organising launch training • L2R (see 6a) 	SB
6d	Fleet Maintenance	<ul style="list-style-type: none"> • Bont Shoes <ul style="list-style-type: none"> ○ SB observed a natural protocol developing around Bont shoe use. <ul style="list-style-type: none"> • Action: SB to formalise this into a best practice guide, including regatta planning (to ensure no one forgets their shoes on race days). • Action: SB to look into building a storage rack for club Bont shoes. • New Boat Issue 	All



Stourport Boat Club Management Committee MEETING MINUTES



		<ul style="list-style-type: none">○ The new boat was taken out for the first time and a leak was discovered near the rudder.<ul style="list-style-type: none">● Action: SB to contact Janosek to resolve the issue.	
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7. Compliance Matters

7a	Health & Safety (Including Fire & River Safety)	<ul style="list-style-type: none">● Recent Incidents:<ul style="list-style-type: none">● Capsize:<ul style="list-style-type: none">● Involved a junior member during a training exercise.● Occurred close to the landing stage, so considered low-risk.● No injuries reported.● Collision (quad vs. single)● Collision (double vs. double)○ Observation: Side-by-side racing should be done in quieter areas of the river.○ Reminder: While all individuals involved were wearing high-visibility clothing, this alone is not sufficient. All crew members must stay alert and aware of their surroundings at all times.○ Message to members: Stay vigilant and be mindful of other river users at all times.● Steering Clinic<ul style="list-style-type: none">○ Suggested: Would it be worthwhile to organise a steering clinic for new members and those unfamiliar with steering?○ Could include guidance on:<ul style="list-style-type: none">● Best lines to take on the river.● Key landmarks for navigation.○ Experienced steerspeople to offer hands-on instruction.○ LB volunteered to support this initiative.● Life Jacket Servicing<ul style="list-style-type: none">○ Bewdley have liaised with JH about coordinating life jacket servicing between the two clubs○ Action: JH to take an inventory of all life jackets at the club and present a servicing plan to the committee.● Hi- Viz Tops<ul style="list-style-type: none">○ LD has made high-visibility tops easily accessible for members to use when going out on the water.	JH
7b	Insurance	<ul style="list-style-type: none">● Insurance claim on Olympian<ul style="list-style-type: none">○ Question raised: Is it worth insuring all boats if we're not claiming on older boats?	LB



Stourport Boat Club Management Committee MEETING MINUTES



		<ul style="list-style-type: none"> ○ LB's point: If the boathouse were to burn down, we'd be left with no fleet at all. ○ Olympian is currently insured for £1,500. ○ Committee agreed to proceed with the claim. <ul style="list-style-type: none"> ▪ Concern: Would this significantly affect our insurance premium? <ul style="list-style-type: none"> • LB confirmed: No, it wouldn't, due to the relatively low claim value. • Insurance renewals <ul style="list-style-type: none"> ○ Due in September. ○ Nothing further to report at this stage 	
7c	Welfare	<ul style="list-style-type: none"> • Nothing to report 	JP

8. Secretariat

8a	Committee Mailbox & Callendar	<ul style="list-style-type: none"> • Bob Eaton Charity Ergo <ul style="list-style-type: none"> ○ Communications have gone out via Spond and social media • British Rowing Affiliation <ul style="list-style-type: none"> ○ Renewal is due. ○ ND raised the question: Do we want to choose the higher tier or lower tier affiliation tariff? <ul style="list-style-type: none"> ▪ Last year, we opted for the lower tier. ○ Action: ND to speak with British Rowing to confirm whether event insurance is included under the basic tariff. ○ Action: ND to renew the affiliation membership as soon as possible. 	
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9 AOB

9a	Membership Pricing	<ul style="list-style-type: none"> • Membership Discounts <ul style="list-style-type: none"> ○ JH observed that with the single adult discount and upfront payment, total discounts can amount to up to 20% – should this be reviewed? ○ Other clubs do not offer discounts. ○ LD: In recent years, SBC's membership fees have increased significantly. We are now in line with, or slightly above, other clubs in the region. ○ LB: It's worth remembering we are a provincial club in a relatively poor area. ○ JH: Perhaps we should just review the discount percentages. ○ Action: Committee to review current discount structures ahead of the next AGM, with any changes to be signed off by membership. 	JH
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Stourport Boat Club Management Committee MEETING MINUTES



9b	Steering Committee	<ul style="list-style-type: none"> Members <ul style="list-style-type: none"> Only one member, Bob Eaton, has come forward to join the Steering Committee. As with volunteering for regattas and heads, sometimes it's better to nominate people than to wait for volunteers. Action: JH to speak with key members and some of the senior women to encourage involvement. SBC Public Relations <ul style="list-style-type: none"> JH - We need to get more involved in the community and be more visible <ul style="list-style-type: none"> Perhaps we could enter the Stourport Carnival? Committee is up for it 	JH
9c	Event Dates Revision	<ul style="list-style-type: none"> Existing Events <ul style="list-style-type: none"> Due to multiple Head races being cancelled, LB has looked into alternative dates. This can be a slow process, as it requires British Rowing input. Committee approved amending dates. Action: LB to liaise with British Rowing and begin the process. Proposed New Event – Head of the Severn <ul style="list-style-type: none"> Paul Danby has suggested hosting a new Head event at the end of February. Action: LB to circulate proposal and details to the committee for review. 	LB
9d	Security Fencing	<ul style="list-style-type: none"> Fencing at the Rear of the Property <ul style="list-style-type: none"> Currently, there is no fencing between the club and the old leisure centre. Chris Bird Proposal: <ul style="list-style-type: none"> Install 1.8m high palisade fencing across the back of the club. Estimated cost: £2.5K plus concrete foundations. Total budgeted: £3K. Committee is happy in principle. Action: LB to liaise with Chris Bird Action: SB to obtain a formal proposal for committee sign-off. 	SB
9e	Shires L2R Boats proposal	<ul style="list-style-type: none"> Shires has offered to purchase recreational boats from SBC. Committee decision: We will retain the boats for our own Learn to Row (L2R) programme and lend them to Shires as needed. 	LB
9f	Learn 2 Row	<ul style="list-style-type: none"> Meeting to be held Sunday (13 April) <ul style="list-style-type: none"> We need volunteers to support with this 	SB



Stourport Boat Club Management Committee MEETING MINUTES



		<ul style="list-style-type: none">• Post-L2R course<ul style="list-style-type: none">○ It's important that all members contribute time to help integrate new members into the club.○ Action: Committee to speak to squad coordinators about supporting new rowers and incorporating them into squads.	
	British rowing	<ul style="list-style-type: none">• Something for members to be aware of: British rowing are upping their fee for racing from £0.06 per seat to £0.75 per seat.<ul style="list-style-type: none">○ Clubs will not be charged this fee if their event is cancelled (this exemption was retained following protests from clubs).○ Racing crews should expect increased entry fees in the upcoming season as a result.	LD

10	Next Committee Meeting	Thursday 13 May, 19:00	All
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