

Scarborough and District Canoe Club  
 Committee Meeting  
 MINUTES



<b>Date:</b>	08 January 2024
<b>Present:</b>	Dave Wilkinson (Chair), Martyn Tebb, Mark Lezomore, Oli Haire Susie Green, Stephen Lane.
<b>Apologies:</b>	.Steve Hodgson
1. Matters arising from previous meeting/minutes (Not covered on Agenda)	<p>Club aims state that we support all disciplines. It was proposed that we drop all and focus on Opens, Sea &amp; surf. Agreed to communicate to members for comment. Only one comment received that we should include SUP - Agreed.</p> <p><b>*Action: Issue revised Aims (Martyn)</b></p> <p><b>*Action: Arrange a pool session on 10th February with £10 for members and £20 non members (Dave) and if so set up as a prepaid event for members to book first until 16th January then non members. (Martyn)</b></p>
2.1 Social Evenings	<p>Arrange combined social and information evenings at the Forge Inn:</p> <ol style="list-style-type: none"> <li>1. Coaching (Oli) - Proposed for 4th March 7pm.</li> <li>2. Coastal Navigation (Steve Hodgson) - TBA</li> <li>3. Trip Planning (Martyn - Wednesday 7th February 7:30pm to plan spring/summer paddles)</li> </ol>
3. Committee Updates	<p><u>Membership</u>          Total membership: 47          Webcollect: now 79.</p> <p><u>Pending Enquiries</u>          Sarah Ashfield &amp; Haydan Wilsher on waiting list for next Discover course.</p> <p><b>*Action: Email enquiries with invite to pool sessions when arranged. (Martyn).</b></p>
3a correspondence Updates (Secretary – Martyn)	
3b. Finance update (Treasurer – Mark)	<p>Cash in Bank £6018.55 made up of £5850.38 Bank and £ 168.17 Paypal.</p> <p>Lake and BC affiliation fees have now been paid.</p> <p>Webcollect paypal fees are 38.33p (Webcollect fee) and 1.2%/1.8% for card/account payments respectively per transaction.</p> <p><b>*Action: Confirm how these have been set up in webcollect (Oli)</b></p> <p><b>*Action: Prepare a budget forecast based on 50 members (Mark)</b></p> <p><b>*Action: Prepare a draft reserves policy (Mark)</b></p>

3c. Coaching update (Oli/Susie)	<p><b>*Action: Submit proposed session plans for SUP awards (Steve Hodgson).</b></p> <p><b>*Action: List out the qualification with renewal dates for club coaches (Oli).</b></p> <p><b>*Action: Prep and sign the coach authorisation for existing coaches (Oli/Dave)</b></p> <p>It was agreed we could use the First aid eLearning for coaches whilst Oli researches a 1 day session at the lake.</p> <p><b>*Action: Develop a Lake rota starting with Sunday session (14th April) and Wednesdays from 24th April (Susie).</b></p>
3d. Equipment Update (Dave)	One Kayak bung missing to replace.
3e. Welfare Update - (Susie)	<p>DBS checks require an authoriser - Susie would be interested.</p> <p><b>* ACTION: BC safeguarding online course (30 minutes)</b> “Introductory Safeguarding” online 45 mins £10 per person.. Committee completed except Mark and Susie.</p> <p><b>*Action: add a list of people with DBS, Safeguarding &amp; first aid requirements including renewal dates to minutes (TBA)</b></p>
AOB	<p>Membership fees to be reviewed at next committee meeting for proposal at AGM to be held at the Forge Inn at 07:30 on 15th April..</p> <p><b>*Action; Prepare a table of current event and equipment hire fees for review at next committee meeting (Martyn).</b></p>
Next Meeting	12th February 2023

**Proposed committee meetings.**

12.2.24

18.3.24.

15.4.24 AGM.

**Monthly Training Paddles for Members:**

January. 21st 2024 - Surf Intro Session

February. 25th 2024

March. 17th 2024

Name	First Aid	Expiry	DBS	Expiry	Safeguarding	Expiry
Martyn Tebb	No		Yes		Yes (BC eLearning)	

