

Scarborough and District Canoe Club
 Committee Meeting
 AGENDA



Date:	22 November 2023
Present:	Dave Wilkinson (Chair), Martyn Tebb, Mark Lezeshire, Oli Haire.
Apologies:	Susie Green, Stephen Lane.
1. Matters arising from previous meeting/minutes (Not covered on Agenda)	Stephen Lane co-opted into the committee.
2.1 Website	<p>scarborough.co.uk is now the correct address. This takes browsers to scarboroughcanooclub.weebly.com.</p> <p>Webcollect updated.</p> <p>*Action: British Canoeing needs updating (Oli).</p>
2.2 Social Evenings	<p>Arrange combined social and information evenings at the Forge Inn:</p> <ol style="list-style-type: none"> 1. Funding (Mark) - 19:30 Tues 14th November. Event was well supported with 10 members. Key activities are now to look for a sea based 2nd club location, look for coaching funding and develop a process for funding. It was agreed any funding proposal would be put before the committee first. 2. Coaching (Oli) - Proposed for January 3. Coastal Navigation (Steve Hodgson) - Possible for Dec/Jan (oli to confirm) 4. Trip Planning (Martyn - Proposed for February to plan spring/summer paddles)
3. Committee Updates	<p><u>Membership</u> Total membership: 47 (Kathryn Lazenby Joined).. Webcollect: now 84.</p> <p><u>Pending Enquiries</u> Haydan Wilsher. Did Beginners course in 2016. Wants to take up sport again. Suggested he waits until April Lake sessions.</p> <p>BC have reviewed our risk assessment. Comments are available for us to view with free access to BC eLearning. *Action: Review risk assessment comments (Oli)</p> <p>BC have requested a contact for Club Safety Officer and provided a code for free eLearning. Oli agreed to be officer for BC contact.</p> <p>BC Affiliation is due 18th Dec. *Action: Pay affiliation fees (Mark)</p>
3a correspondence Updates (Secretary – Martyn)	

3b. Finance update (Treasurer – Mark)	<p>*Action: Prepare a budget forecast based on 50 members (Mark)</p> <p>*Action: Prepare a draft reserves policy (Mark)</p> <p>*Action: Send a letter with a cheque (BACS) for the amount we believe is correct for lake fees (Mark)</p>
3c. Coaching update (Oli/Susie)	<p>*Action: Ask Steve Hodgson to submit proposed session plans for Surf and SUP awards (Oli).</p> <p>*Action: List out the qualification with renewal dates for club coaches (Oli).</p> <p>*Action: Prep and sign the coach authorisation for existing coaches (Oli/Dave)</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>
3d. Equipment Update (Dave)	Will be part of the funding proposals to specify what is required.
3e. Welfare Update - Need to acquire the details from Joy (Dave to chase)	<p>DBS checks require an authoriser - Susie would be interested.</p> <p>*Action: Contact BC for guidance on how the safeguarding works (Martyn)</p> <p>* ACTION: BC safeguarding online course (30 minutes) “Introductory Safeguarding” online 45 mins £10 per person.. Committee completed except Mark and Susie.</p> <p>*Action: add a list of people with DBS, Safeguarding & first aid requirements including renewal dates to minutes (TBA)</p>
AOB	<ol style="list-style-type: none"> 1. Club aims state that we support all disciplines. It was proposed that we drop all and focus on Opens, Sea & surf. Agreed to communicate to members for comment. 2. Pool - *Action: Review if there is availability for a pool session on 9th or 16th February and if so set up as a prepaid event. (Dave)
Next Meeting	8th January 2023

NOTE:

Proposed committee meetings.

22.11.23

8.1.24

12.2.24

18.3.24.

15.4.24 AGM.

Monthly Training Paddles for Members:

October. 15th 2023 - Open Boats at North Yorkshire Water Park.

November. 19th 2023 - Sea Kayaks Scarborough North/South Bay

December. 17th 2023 - Surf Scarborough North/South Bay

January. 21st 2024

February. 25th 2024

March. 17th 2024

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