

# Scarborough and District Committee Meeting MINUTES



<b>Date:</b>	25 March 2021
<b>Present:</b>	Stuart Norton (Chair), Martyn Tebb, Mark Lezemore, Dave Wilkinson, Joy Norton, Kirsty Labuschagne
<b>Apologies:</b>	Oli Haire
1. Matters arising from previous meeting/minutes (Not covered on Agenda)	<p>1a. Proposed that we should give a physical item of appreciation for John Vinten &amp; Martin Stirling. A framed certificate.  <b>*ACTION: Stuart to look at costs. £40-50 Each. Alternative to print ourselves and buy a frame agreed. (Stuart &amp; Oli to make a certificate).</b></p> <p>1b. Coaching team to agree minimum criteria for club members to attend lake sessions on their own. <b>*ACTION: Oli to define for all members – Paddle Discover award or above or a coach/committee member can verify they can self rescue. Risk assessment, responsibilities &amp; list to be updated and a copy posted on container door at lake.</b></p> <p>1c. <b>*ACTION: Agree how we can document the authorisation. (Martyn- We can add an extra field on webcollect editable by admins only – added in webcollect now.)</b></p>
2. Wykeham Lake:	<b>*ACTION: Stuart to ask if we can gain access beforehand to check our equipment &amp; if we are due a refund for rent. - Access was not allowed.</b>
2a) Current arrangements for use of the lake (inc group restrictions)	a) Still waiting for official confirmation that lake opens on 29 <sup>th</sup> March. Multiple groups of six.
2b) Lake Development	b) No further info.
2c) Member's Charges for lake	c) £3 Members own equipment, £4 Members with equipment hire. £5 non members own equipment & £6 non members with equipment hire.
2d) Member's sessions on Wednesdays/ Saturdays?	d) Saturdays can be open for those members authorised for solo paddling. <b>ACTION: Martyn to make clear on webcollect.</b>

<p>3. AGM (15<sup>th</sup> April) &amp; arrangements for live online session.</p>	<p><b>ACTION: Access to full zoom for the AGM (Stuart).</b></p> <p>ACTION: Review previous AGMs and develop a structured document for the meeting. (Martyn)</p> <p>Reports to be presented: Membership, Finance.</p> <p>Members questions for other reports.</p>																																																																								
<p><u>4. Committee Updates</u></p> <p>4a correspondence Updates (Secretary – Martyn)</p>	<p>No correspondence of note.</p> <p>Potential new member Charlotte Lawson would like an assessment at the lake (Arranged with Steve Hodgson but Steve is running course now).  <b>ACTION: Contact Charlotte to see if we perform the assessment on 3<sup>rd</sup> April.</b></p> <p><b>ACTION: Attach the rota to the club calender entries (Martyn).</b></p> <p><u>Membership</u>  2020/21: Membership was 52.  2021/22: Current renewals 7, new members 2.  <b>ACTION: Send out a reminder &amp; trips to all members (Martyn)</b></p> <p><u>Course Bookings</u>  Paddle Start 03Apr21: 3 Bookings  Paddle Discover 07Apr21: 3 Bookings  Paddle Start 01May21: 0 Bookings  Paddle Discover 05May21: 0 Bookings</p> <p><u>Trip Bookings (next 6 months)</u></p> <p>Sea Kayak Local Peer Paddle (11th April): 0 Bookings  Howsham to Kirkham Peer Paddle (25<sup>th</sup> April): 0 Bookings  Sea Kayak Local Peer Paddle (2nd May): 0 Bookings  Canoe Peer Paddle Frodingham (16<sup>th</sup> May): 0 Bookings  Sea Kayak Scotland (25<sup>th</sup> May): 5 Bookings  Open Boat Expedition Scotland (7<sup>th</sup> June) : 3 Bookings  Camp, BBQ and Peer Paddle River Ouse, York (17<sup>th</sup> July): 0 Bookings  Caledonian Canal (31July): 1 Booking</p>																																																																								
<p>4b. Finance update (Treasurer – Mark)</p>	<table border="1" data-bbox="485 1435 1426 1910"> <thead> <tr> <th>Income Bank</th> <th>Amount Bank</th> <th>Income Paypal</th> <th>Total Income</th> <th>Expenditure Bank</th> <th>Amount Bank</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>£0.00</td> <td></td> <td></td> </tr> <tr> <td>Course Fees</td> <td>£579.00</td> <td>£456.00</td> <td>£1,035.00</td> <td>Equipment Purchases - Boats</td> <td>£0.00</td> </tr> <tr> <td>Training Fees</td> <td>£0.00</td> <td>£20.00</td> <td>£20.00</td> <td>General Expenses</td> <td>£80.50</td> </tr> <tr> <td>Membership</td> <td>£725.50</td> <td>£244.00</td> <td>£969.50</td> <td>Lake Costs</td> <td>£499.68</td> </tr> <tr> <td>Members &amp; Non Member Lake Fees</td> <td>£131.00</td> <td>£67.00</td> <td>£198.00</td> <td>Pool Costs 2020</td> <td>£370.00</td> </tr> <tr> <td>Equipment Sales Members &amp; Non Members</td> <td>£140.00</td> <td>£0.00</td> <td>£140.00</td> <td>Subscriptions &amp; Refunds</td> <td>£44.00</td> </tr> <tr> <td>Pool Fees Member &amp; Non Member</td> <td>£0.00</td> <td>£0.00</td> <td>£0.00</td> <td>Training Costs</td> <td>£100.00</td> </tr> <tr> <td>Equipment Hire</td> <td>£26.00</td> <td>£25.00</td> <td>£51.00</td> <td>Equipment Purchases - Personel</td> <td>£0.00</td> </tr> <tr> <td>Expedition Revenue</td> <td>£36.00</td> <td>£0.00</td> <td>£36.00</td> <td>Equipment Repairs</td> <td>£112.09</td> </tr> <tr> <td>Misc Income</td> <td>£7.00</td> <td>£4.00</td> <td>£11.00</td> <td>British Canoeing Subscription</td> <td>£237.80</td> </tr> <tr> <td><b>Total</b></td> <td><b>£1,644.50</b></td> <td><b>£816.00</b></td> <td><b>£2,460.50</b></td> <td><b>Total</b></td> <td><b>£1,444.07</b></td> </tr> </tbody> </table>	Income Bank	Amount Bank	Income Paypal	Total Income	Expenditure Bank	Amount Bank				£0.00			Course Fees	£579.00	£456.00	£1,035.00	Equipment Purchases - Boats	£0.00	Training Fees	£0.00	£20.00	£20.00	General Expenses	£80.50	Membership	£725.50	£244.00	£969.50	Lake Costs	£499.68	Members & Non Member Lake Fees	£131.00	£67.00	£198.00	Pool Costs 2020	£370.00	Equipment Sales Members & Non Members	£140.00	£0.00	£140.00	Subscriptions & Refunds	£44.00	Pool Fees Member & Non Member	£0.00	£0.00	£0.00	Training Costs	£100.00	Equipment Hire	£26.00	£25.00	£51.00	Equipment Purchases - Personel	£0.00	Expedition Revenue	£36.00	£0.00	£36.00	Equipment Repairs	£112.09	Misc Income	£7.00	£4.00	£11.00	British Canoeing Subscription	£237.80	<b>Total</b>	<b>£1,644.50</b>	<b>£816.00</b>	<b>£2,460.50</b>	<b>Total</b>	<b>£1,444.07</b>
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4c. Coaching update (Oli)	None
4d. Equipment Update (Dave)	<p><b>Grants: *ACTION: Dave to circulate to committee for comment. Discuss at next meeting.</b></p> <p><b>* ACTION: Dave to arrange to perform a swamp test on buoyancy aids.</b></p> <p>Equipment to be reviewed once access is allowed. Priority is to ensure we have BAs and safety is available. Old boats to be advertised for sale at lake sessions.</p> <p>Intention is to buy two SUPs during 2021.</p>
4e. Welfare Update (Joy)	<p>17<sup>th</sup> Nov: <b>*ACTION: Oli to advise list of names of those requiring DBS checks to Joy. Committee plus John Vinten, Steve and Chloe. Plus Martin Stirling, Steve Tarn, John Saville (TBC by Oli).</b></p> <p>Online applications now emailed with access to portal (except John Saville). Stuart approved. Chloe and Martyn applied, now need to provide documents. Joy will need to be verified via post office. Agreed to pay costs (approx £20).</p>
4f. Social Update (Kirsty)	Trips and socials arranged on club calendar, FB events and Webcollect.
AOB	None.
Next Meeting	Check with Oli to set a date when he is available (Stuart).