

Minutes 13/08/2020

13 August 2020 19:27

Present: JV,SW,MT,SN,OH,ML,SH

Apologies: JN,KS,CH

1. JV summarises who is present, wants to find a way to ensure that female representatives can be present in future meetings
2. AGM to be split into two parts
 - a. Part 1 - Committee to give an annual report that goes to OH and he will collate them (email/Facebook communication)
 - b. Part 2 - Look for new applications
 - i. If we have new applicants then a decision on voting procedure to follow
 - ii. Look for confirmation of current committee's standpoint:
 - 1) OH to stand down but willing to support transition (banking and comms accounts), ML to take on web collect responsibilities, SN willing to take on comms work (email, website, Facebook groups, new starters, membership list)
 - 2) JV to stand down, more consideration of how this post will be filled required, communicate with wider club
3. Current courses and numbers
 - a. SH pleased with the progress made despite difficult circumstances
 - i. 4 more Thursday sessions with courses running with SH, CH and MT (last session on 9th September)
 - ii. Suggestion that Saturday sessions need to be seriously considered, with more taster sessions to be pushed via social media
 - iii. SH willing to commit to more sessions
 - iv. DW requests involvement with 'next step' coaching (surfing, white-water etc)
 - b. Saturday sessions
 - i. 16 hour potential
 - 1) SH would look to run full day courses
 - 2) JV requests SH to coordinate these sessions so that lake management is properly informed
4. Pool sessions
 - a. Admin requirements have increased. With additional risk assessments required. Social distancing leads to issues with coaches being in the pool next to a participant and performing a rescue
 - b. Discussion around how the usual coaching content could be covered with current covid restrictions
 - c. JV suggests that we wait to assess the suitability of pool sessions until after Christmas
 - d. DW suggests we should wait until after Christmas to judge covid situation (issues with government and BCU offering no guidance)
 - e. MT suggests alternative sessions should be offered (surf, white-water etc)
5. Club clothing
 - a. JV asks for opinions on club clothing
 - i. OH suggests interest has historically been poor but that BCU clothing can be customised and purchased, SH highlights potentially high costs for variable quality clothing
 - ii. DW would like to see a sample before submitting an order
6. DBS checks
 - a. JV outlines progress made and the need for every coach and committee member to go through the process
 - b. JN to continue with application process
7. Club Guidelines
 - a. DW requests to look at current guidelines with SN and OH to ensure they are relevant and cover the club's requirements
 - b. SH wants to improve our information gathering in regard to medical information, a digital form should be developed but GDPR compliance would be a key concern
 - i. Committee needs to look at central records but responsibility on the participant to supply information must remain in place

Decisions

1. All committee members with responsibilities to write a report to be forwarded to OH within 2-3 days
2. Inform membership of potential vacancies, if people wish to make an application should respond within 14 days of the notice being sent. Highlight vacant positions. If any position requires it a ballot should be put in place
3. SH to coordinate Saturday sessions (involving CH and MT)
4. POOL SESSIONS TO BE DISCUSSED AT EACH COMMITTEE MEETING TO ASSESS DEVELOPING SITUATION
5. More details required from JN in regard to clothing
6. JN to proceed with DBS checks
7. Medical detail gathering methods should be evaluated

Next Meeting:

1. Committee to look at 'clubmark'
2. Pool session viability