



## **Norwich Canoe Club Committee Meeting Monday 10th June 24**

### **Present:**

Matt Parkes (Vice-Chair) MP  
Megan Broadey (Secretary) MB  
Anna Carrington (Publicity) AC  
Aaron Widdows (Treasurer) AW  
Adam Want (Sprint Rep) AdW  
Dyson Pendle (Director of Coaching) DP  
Shaun Cook (Paddle Ability) SC  
John Frankland (Welfare) JF

### **Apologies:**

Sarah Walker  
Matthew Lodge  
Tammy Edwards  
Jo Davies  
Julie Bie  
Alex Booth

**Previous minutes agreed.**

**Matters arising from previous minutes.**

**Action log complete.**

**Declarations of Conflict of Interest:**

### **Suzannes Report:**

- Really helpful report, it's interesting to know how people know about the club.
  - We are ranking okay on google but in terms of the business list that appears we need to improve- going to ask for people to write us reviews as this should help.
  - We get google ads for free, so I have created a few but will look further into it.
- Are there any courses you want to promote more than others?
- Not particularly, children tend to sign up at the last minute.

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- Want to do another Thursday/Saturday course as they seem popular.
  - Bring a friend day was successful.
  - Is there any help you need?
  - Dyson is helping with transport for some events coming up which is helpful. I have enough support for these events.
    - The course I need help with, just normal members. Need to promote to members that they can help with the courses- they don't need to be a coach!
- ACTION AC to add to newsletter members can support.**
- Any interest in pilot membership that you are aware of.
  - Probably best to ask Tammy.
  - Will ask for help from members for an event in Hethersett as will be coaching on that day too.

#### **SUZANNE LEFT THE MEETING.**

#### **Tims Report:**

No Comments.

#### **Welfare reports.**

- Concern- we don't record a lot of issues, even little things. For example, juniors pulling BA's.
- It has been reported.
- When we get these things that are small but are closed, we need to look at trends to improve safeguarding etc.
- If there is a big incident like that (harassment), we need supporting evidence e.g. previous incidents.
- Want to put a Welfare poster downstairs in the clubhouse too.

#### **Health&Safety Incidents Reported**

Nothing to report.

#### **Issues raised from/to coaches meeting**

See point AOB.

#### **Finance:**

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- - Big deficit
  - Profit/Loss this time with the Stripe fees 1753- for May 24, we have that money come in the account but we don't know what its for. It could be race fees or L2K courses. Struggling to find a way to figure out what it is.
  - Ask how much L2K is to try and figure it out.
  - Did look at a way of linking it, but MP and I need to look into it.
- ACTION MP to support AW with this.**

- In reality the deficit is less than due to the £1753.
  - 1 boat sale £250, for the Romain.
  - £3750 which we haven't had yet.
  - Grant income (lottery money) that is released on a monthly basis.
  - Annual membership fluctuates depending on membership.
  - Interesting to see what Hasler costs were in total:
    - Income £1066 and costs £781 which includes the levy based on what ML told him.
  - Maintenance is £1069 for boats.
- Insurance is due for renewal, need to send them a list of boats.
- SM has updated the boat list, and needs to be reviewed before sending off to insurers.

**ACTION DP to review with SM.**

- Premium for the insurance includes the trailers.
- Are they being maintained.
- Yes.

- In the bank we have in May £66,839.
  - Few extra payouts.
  - Deficit on a cash basis, looking okay- but it means we don't have the spare funds to buy boats.
  - Still have the Portugal money- awaiting confirmation if sponsorship money will be received. Can then go out to attendees of the trip to return any monies owed.

**SHAUN LEFT THE MEETING.**

**Policies for accreditation:**

- Main ones to do today: TOR and Code of Conduct.
  - Need them signed off and ratified. JF gave some feedback on TOR.
  - Deadline is the 12th of July, but we need them on the website before.
  - Will pass on feedback to Sarah to update.

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- Organise a remote meeting to discuss, that is quorum.

**Action MB, talk to Sarah about arranging an accreditation meeting. Offer 2 dates.**

**Action MP to share paddle uk webinar things.**

### **Summer party:**

Committee agree good idea.

**£1 donation proposal- check with rest of committee**

### **Christmas party options:**

- Sent options round via email prior to meeting. Members happy to pay around £50 a head for an xmas dinner.

- We'd have our own room.

- A DJ.

- Top 2 to consider:

- Holiday Inn near airport (cheapest and minimum attendee of 20 people- £45?)

- Dunston hall £50.

- Ask members and say it won't be an every year thing.

- If people say no, we could get the same catering company that is being used for JDS and host it here or at Redwell brewery.

- I think we'd need to ask for a deposit for security. Split the payment in 2.

**ACTION AC TO EMAIL MEMBERS RE OPTIONS.**

### **Club boats:**

- K2's- last meeting discussed using the wrack outside- removed all boats we needed to remove. All the boats that were there are gone or going soon. Hardest thing is putting those boats back on those racks instead of inside.

- Are the boat numbers sequential.

- No.

- With the rack we could number the wracks to keep it more organised.

- All boats on the rack are usable.

K2 run down:

- 10 stable

- 7 mid stability

- 7 unstable

- 26 k2's - other 2 may belong to someone.

Sales:

- K1 Romain sold.

- K2 that was on the wrack sold for Sella.

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- Boat sold.£50. **ACTION AW TO CHECK.**
- £200 **ACTION AW TO CHECK.**
- £60 **ACTION AW TO CHECK.**

XXL K2 sprint boat- coaches agree to sell it.

- Is it the blue one?

- Yes.

- That boat was won so we might not want to push the sale on facebook.

- Junior K1 that is available to us- 8-12 years old that we'd like to buy for £400.

We've sold enough to make up the payment?

**ACTION MB to email around actions to committee agree sale.**

- Steve Mableson asked for more stickers.

- Once all stickers are on the boats, he's made up a poster with the list of boats with their stability and any repairs.

- Can you confirm for the K1/ K2 sold, that you struggled to find who they are owned by. Not sold anything that is member owned.

- Don't believe they were members boats- they were not claimed.

- 4 boats which are now functional (green boats, 1 was sold)

- No club require any repairs at the moment- will invoice club for resources used for repairs.
- Some boats are missing hatches, so I bought some of them and repaired them.

**ACTION AC to mention no tape on club boats for repairs.**

- Tracksuit tops being sold- neutral cost to canoe club.

- Some people have already paid into the club account.

- Gave £40 cash which was given from a member for a tracksuit top- AW transferred into the club account.

#### **Fays Fab K4:**

- Sent round the quotes. DP said we could do it ourselves.

- Saw estimates, spoke to Phil and he put a quote for 1k. Asked when he could do it, he said August.

- Happy for Phil to do it.

- Would Kirton guarantee the work if they did it?

- They didn't do it properly last time. Phil hasn't repaired it before.

- It's a manufacturing issue where it's cracked.

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- Original concern was Phil couldn't do it soon enough.
  - Don't think times an issue.
  - You need it done in the warmer weather.
  - Kirton won't be doing anything with it until the winter anyway.
  - If Phil takes it to do it at his workshop in August. He knows what the issue is.
- ACTION MB EMAIL COMMITTEE to see if people are happy for Phil to do it.**

**AOB:**

- Who's responsibility is it to run the Monday evening sessions?

**ACTION MB to get Grace to add to the coaching agenda.**

- Member asked- are we sending a donation for Richard? Are the club going to make a donation?
- Maybe a memorial paddle, members could donate if they like and then it can be sent as one big donation?
- Could ask ML to organise.
- Let the family know, we will do a memorial paddle where people make donations and that money donates.
- Maybe do it next weekend?
- More important to have more people attend than have it immediately, advertise with enough time maybe in the next 2-3 weeks.
- We could get Tim to put one on a Wednesday. In the next 3 weeks.

**DP to ACTION to speak to Tim.**

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