



Norwich Canoe Club Committee Meeting Monday 30th September 24

Present:

Sarah Walker- Chair (SW)
Matt Parkes- Vice-Chair (MP)
Megan Broadey- Secretary (MB)
Matthew Lodge- Marathon Rep (ML)
Anna Carrington- Publicity (AC)
Julie Bie- Adult Rep (JB)
Alex Booth- Social (AB)
Tammy Edwards- Membership (TE)
Aaron Widdows- Treasurer (AW)
John Frankland- Welfare (JF)
Steve Mableson- Health and Safety (SM) (Online via phonecall)

Apologies:

Jo Davis
Shaun Cook
Adam Want
Dyson Pendle

Minutes agreed by committee.

No matters arising from previous minutes.

Action log updated.

Conflict of Interest.

None stated at the beginning of the meeting.

- AC and AW for suggestion of removing fees for committee members/volunteers who do not paddle

Suzannes Report:

- She ran lots of courses during the summer, a total of 86 people through the programme which is positive.

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- Do need a review of the role, with Suzanne with the finances, talk about success of the role and any changes we might want to suggest for next year..
 - Does anyone want to be involved in the review of Suzannes role?
 - Can be involved.
 - Happy to be involved
 - Can be involved as it can affect membership.
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- Do you have time to do a review over the next couple of months.
 - Yes.
 - Will do it with Matt and maybe Dyson and another coach.

Tim's Report:

- Role reviewed too?
- Yes, but is reviewed in line with para funding which is every 3 years.
- One key thing is lottery money is to deal with succession, who would replace him at the end of the period- we've made no progress on that.
- Believe he has approached a couple of people.

ACTION SW to talk to Tim RE Succession.

Welfare Reports:

None.

Health and Safety:

None.

Issues raised from coaches meeting:

None.

Membership Report:

- Put together a draft email to send out to summer membership, and a feedback form.
 - 188 members, over 30 new members this year.
 - 17 of those are juniors
 - Started the year with 150, so a good increase.
- Good email, we could ask them if they'd like to talk to a coach about the training program and provide some dates for them to meet to improve progression onto full time membership.
- Can discuss programme- available on Saturday until 11.

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- Can also be available.
- Before session 10?

Agreed.

- Can I have a split of adults, juniors etc.
- 186 members, 142 are adults and 44. Socials, 5 and 4 honorary.

Committee happy with email and form.

- Need to check who may still be paying the old £24.

Finance:

- Nearly finished year end numbers.
 - If we do the accounts on a normal basis we have a 12k deficit for the year, but 11.5 is the depreciation charge for replacing the boats etc.
 - Nearly broke even/surplus position over the summer.
 - Temporary cash flow issue, for transparency had to dip into reserves whilst we were waiting for money to come in £2.5 was taken, but was put back into reserves after money was received.
 - Emailed Andy Ross,, and spoke to Jackie and Andy, can't get a precise figure out of them for boathouse fees, but they have suggested it will go down. Suggested continue pay at same rate and sort it out at the end. Don't agree with that.
 - Stripe is working well, danger is when different things start happening (hasler nationals etc and courses).
 - £5600 in the bank (Barclays).

- Wanted more of a strategic review , why are we putting fees up when boatouse fees are down. Need an understanding of what we are working towards, what do we need to do to breakeven on membership alone. Do we have that understanding? How many members do we need?

- Suggested 5% increase, but need membership breakdown to calculate. Without depreciation, on a cash flow basis it would give us a surplus of 15k.

- What if we remove funding.. How do we float the club on membership alone? Want to impress numbers, either need to get membership numbers up or increase cost of membership. Then any money that is charitable (funding) can go towards new bits.

- Only a few boats have been purchased: cobras, bolts and k2 Vajda, only boats we've got from 2020. Don't spend money on new boats, it's more often repairs.

- We should mention those as an actual thing, separate from the report, break it down more.

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- Do we know where membership numbers need to be to breakeven.
 - Remove national lottery money, with current membership numbers would have a surplus of 3k.
 - So we do need to increase fees.
 - If we had 203 members assuming they're all adults with the 5% increase, increases the surplus to 21k. Ideally membership should be 200+
 - Do committee agree to increase fees, £27 month as a proposal.
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- I think we're good value for money, for those that are regularly here. For newer members there are less sessions for them to do.
 - Not many sessions for div 7 and below.
 - We won't get as many people continuing as we don't have as many people on saturday-need more coaches on a 1-1 for a few weeks just to settle them into the boat.
 - We need to look at how we fill that gap between beginner course and club sessions, adults aren't that great after 6 sessions so they do need more time. It's a coaches thing, there are quite a few sessions for all abilities.
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- If we raise prices to £27, work out £3 a session a month if they attend twice a week.
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- We need people emailing in for feedback on sessions, if people ask for help officially we can work that. We need to know.
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- What would junior membership increase to?
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- £27 for adults is an 8% increase, which seems more than saying £2. Feeling it too much.
 - Increase by 5% currently suggested.

At Tammy's discretion, she can give a couple of weeks paddling for free to new members.

Committee agree

- Would like to make a suggestion of consideration, if you are willing to volunteer on the committee you shouldn't have to pay membership.

CONFLICT ANNA AND AARON.

- Does this need to go to AGM/trustees?
- Don't think there's anything in the constitution, but would put it to members at AGM.
- Maybe make it so if someone has an association to the club/sport they can volunteer.

Agree wording to be if they have an association.

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Emptying trailer.

People that load the trailer are responsible for unloading the trailer. Sprint and marathon reps job to ask the people that used the boats to take them off.

Coaching qualifications

Are we doing the Paddlesport instructor and FSRT again or are we just going with the racing qualification.

There is a paddlesport leader.

Rota Steve Mablesen for Saturday morning at 10am. And Wednesday.

ACTION Megan to send Seve who is qualified.

Action Julie and Matt to look at how many qualified coaches we need for Race Coach and Paddlesport.

Action Julie and Matt to talk to Tim about attrition rate.

Coaching we only have 9 qualified coaches.

AGM - Could Megan put together a spreadsheet of who is due to step down on a rota
Matt reminded everyone of what reports are required.

AOB-

Awards Night-

- Norwich School Chapel, can have 3 hours- see poster.

- Guest speaker in for motivational talk
 - Can park in the cathedral
 - Can then go over to the louis mar
 - Smart dress and formal.
 - £115 to hire the room- do the committee want to pay that or will it go out to the members to pay.
 - Puppet theatre is a good venue but the chapel may be nicer.
- Are the club going to pay for the hire, canapes (£100)
- Should members pay?

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- Thought the reason it was taken out of Dunston hall was because people didnt want to pay to attend awards, so how can we charge to go to Dunston hall and then pay to go to the awards night.
 - Do you think the club should pay
 - Don't feel like we should take membership money on this.
 - Only other option is to go back to before and have it at the club.
 - Redwell was free, but it doesn't fit the brief of glitz and glam.
 - Not sure how members will react to paying for it.
 - When we did events nice before, if there was a surplus of these events that money would go towards future events
 - Think we should have an awards evening, personally how its been put together is a result of the christmas party hence glitz and glam, the club can afford to pay for it.
 - I think its a good idea, we should try this as an awards night- Would be nice to serve food.
 - Don't know if we can take food.
 - People could donate canapes, nowhere to sit. Booked a big table at the restaurant pub if people do want to sit eat after,
 - Could the club pay for it and people brings canapes.
 - We owe it to the members as we've got them to volunteer on lots of events
- Agree and make it clear to membership that its a trial.
- Went to dyson and asked what he said. He said no harm trying new things.
 - To buffer the cost, could do a raffle/tombola.
 - £215 for the club to pay for hire and canapes
 - Is £100 for canapes enough.
 - £150 for canapes and drinks. £1 a strip for raffle.

COMMITTEE AGREE.

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