



# Stourport Boat Club Management Committee MEETING MINUTES



<b>Date</b>	12 Nov	<b>Location</b>	SBC Club Room
<b>Time</b>	7pm		
<b>Committee</b>	Andy Harris (AH) Ben Palmer (BP) Deb Barnett (DB) Jimmy Watson (JW) Jo Harris (JH) Liz Danby (LD) Luke Barnett (LB) Mark Appleton (MA) Matt Gould (MG)		
<b>Copied</b>	Sarah Peace	<b>Captain</b>	Stew Barnett (SB)

Item	Header	Notes	Lead
1	<b>Apologies</b>	Jane Palmer (JP)	<b>All</b>
3	<b>Welcome / Guests</b>	Jenny Bird (JB) & Chris Bird (CB)	<b>All</b>
4	<b>Previous Minutes</b>	Minutes of previous meeting approved.	<b>All</b>

5. Small Boats Head Review			
5a	Feedback from members and visitors	<ul style="list-style-type: none"> <li>• SB Review               <ul style="list-style-type: none"> <li>○ The gate opening at the back was a game changer – enabling trailer to access the club without needing to navigate through the football crowd</li> </ul> </li> <li>• DB               <ul style="list-style-type: none"> <li>○ Heard from people that they thought the afternoon division could have started a bit earlier</li> <li>○ People were on the water a long time especially those which went downstream</li> </ul> </li> <li>• JH               <ul style="list-style-type: none"> <li>○ Both divisions started bang on time</li> </ul> </li> <li>• BP               <ul style="list-style-type: none"> <li>○ Shrewsbury Schools messed up the boating for themselves.</li> <li>○ There were a lot of inexperienced crews on the water, namely from Hereford Cathedral School</li> </ul> </li> <li>• AH               <ul style="list-style-type: none"> <li>○ Every year there is quite a lot of chaos at the top – perhaps it would be worth asking schools to send a representative from the school up to the top to ensure their crews are doing what they're meant to be doing.</li> </ul> </li> <li>• Positive feedback from other clubs, namely Hereford, Monmouth, Worcester</li> <li>• Empacher numbers               <ul style="list-style-type: none"> <li>○ SB - Couldn't get cable ties through – they don't go down low enough</li> <li>○ BP – might be worth getting a nut and bolt to secure.</li> <li>○ SB – it might be worth looking at plastic alternatives</li> </ul> </li> </ul>	<b>All</b>



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5b	Marshalling & Communication	<ul style="list-style-type: none"> <li>○ SB – many people didn't turn up and it was a scramble to ensure the roles were filled</li> <li>○ Some of the marshals hadn't taken megaphones</li> <li>○ LB/SB – we need to look at getting some more ahead of the next event</li> <li>○ JH - we should look at buoying off the boating up lane back to the club <ul style="list-style-type: none"> <li>▪ LB concurred – in the morning division he spotted crews going wide into the racing line when they were returning to the club</li> </ul> </li> </ul>	<b>All</b>
5c	Incidents	<ul style="list-style-type: none"> <li>● LB – we had one incident – SARA were on the river and at one point were seen to be doing donuts. The water was churned up in front of racing singles which could have resulted in a capsized</li> </ul>	<b>LB/JH</b>
5d	Finances	<ul style="list-style-type: none"> <li>● Hospitality (including bar) - £2,040 (approx.) <ul style="list-style-type: none"> <li>○ £488 in cash</li> <li>○ Sum up machines -broke during the event (roughly £700)</li> <li>○ Evo machine - £938</li> <li>○ Bar – don't know this yet</li> </ul> </li> <li>● Entry Fees – over £5,000</li> <li>● Expenditure <ul style="list-style-type: none"> <li>○ 365 costs – TBC</li> <li>○ Toilet – TBC</li> </ul> </li> </ul>	<b>MA</b>
5e	Next Head	<ul style="list-style-type: none"> <li>● <b>Action</b> - Head Committee to be established this side of Christmas – Tuesday 10th December</li> </ul>	<b>All</b>

## 6. Project & Initiatives

6a	Summer Ball	<ul style="list-style-type: none"> <li>● CB &amp; JB</li> <li>● Off the back of the successful summer balls held at Hartlebury CB and JB would like to do a similar thing in support of the BC</li> <li>● Expected turn out 200 guests, approx. 50 members, plus family and friends</li> <li>● Costs for marquee hire – JB and CB to look into</li> <li>● Live band – the one which JB and CB used for the charity ball in Hartlebury</li> <li>● Proposed date – 7<sup>th</sup> June (this doesn't coincide with any major events/regattas)</li> <li>● Costs <ul style="list-style-type: none"> <li>○ Tickets £40/head</li> <li>○ It wouldn't be a BYOB event – Lee has plans for the bar</li> <li>○ Food – cheese platter per table</li> <li>○ Tables – JB to speak with Boggy</li> </ul> </li> </ul>	<b>CB/JB</b>
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		<ul style="list-style-type: none"> <li>• DB – would we need barriers along the front             <ul style="list-style-type: none"> <li>○ Doesn't think we'll need to these</li> </ul> </li> <li>• Marquee             <ul style="list-style-type: none"> <li>○ As well as the marquee, we will also need a floor</li> </ul> </li> <li>• Raffle             <ul style="list-style-type: none"> <li>○ JB would look into getting some excellent raffle prizes</li> <li>○ LD – we will need to be careful not to refer to it as a 'charity raffle' as SBC is not officially a charity.</li> <li>○ JB – we could look at donating a percentage of the fund raised to a charity</li> <li>○ JB – we could also look at getting companies to sponsor the event. JB happy to coordinate this</li> </ul> </li> <li>• SB – is £40 good value as we are also utilizing a paid bar?             <ul style="list-style-type: none"> <li>○ JB – with a good band and food available it will be a good value</li> </ul> </li> <li>• AH – this might be an excellent fund-raising opportunity and a possible trial for upcoming dinner dances, which could be hosted at the club</li> <li>• LD – It would be nice to have social function in the summer</li> <li>• LB – will the club be asked to front up any of the costs?             <ul style="list-style-type: none"> <li>○ JB – just the bar stock</li> </ul> </li> <li>• CB – we would hope to raise £1000 on the raffle             <ul style="list-style-type: none"> <li>○ SP – charity raffles have been proven to help raise a lot of money – people often want to donate and support the causes</li> </ul> </li> <li>• MA – might be worth doing a pre-event wine order. That way we don't need to order surplus stock</li> </ul>	
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## 7. Initiatives & Projects

<b>a</b>	<b>ESR</b>	<ul style="list-style-type: none"> <li>• ESR are looking to use our venue next year for an event. They would pay us £500</li> <li>• SB – what are our thoughts on this?</li> <li>• Committee decision - no</li> </ul>	<b>SB</b>
	<b>Landing Stage</b>	<ul style="list-style-type: none"> <li>• CB plan for the landing stage</li> <li>• Currently the landing stage is too high for summer levels</li> <li>• CB would like to reconstruct the landing stage at a lower level.</li> <li>• CB proposes we have a two-step landing stage so we could boat on at higher winter levels and lower summer levels easier.</li> <li>• He also proposed widening the steps so that we can carry and eight up them easier</li> <li>• More gabions required to support the eroding corner</li> </ul>	<b>CB</b>



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- outside the sculling shed
- The new step would have a slight fall to them so that silt and debris wouldn't settle
  - SP asks – would there be phases to this re-furb?
    - CB – yes – this would be done in two stages, so we could still row
  - Costs
    - Concrete isn't cheap at the moment – CB is speaking with a civil engineer to get an idea of costs
    - LD – would we have a rough idea?
    - CB – couldn't hazard a guess.
  - LB – would we need permission for local authorities to build further into the river?
    - CB – Yes
  - LD – Would there be fund/grants available?
    - SP – Has a list of funding stream, but we need to provide a scenario in which we need funding for – SP to do some pre-research
  - With the civil engineer looking into club, would there be any risk of club subsidence?
    - CB – the concrete should help with this
    - SB – the corner outside the sculling shed has almost gone
    - CB – with the new landing stage we should be able to get easier access to the launches
  - Funding
    - SP - Theres lots available:
      - British rowing
      - English Rowing Society
      - Theres about 15 of them
      - They want to see clubs support schools and the local communities
      - We are one of the lowest social demographics in the UK
  - SB – would a floating landing stage be a good alternative?
    - CB – the trouble is we don't have that much room and if we were to have a ramp to a floating landing stage it would be very steep. Also, they're not very wide
    - CB – the floating pontoons will also need repairs and maintenance – concrete is a long-term solution
  - Next Steps
    - CB – hoping to get the plans completed in 4-6 weeks' time then liaise with the civil engineer in to get ballpark figure



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	<b>General</b>	<ul style="list-style-type: none"> <li>Committee agreed everything to be done to high standard so that it will last long-term</li> </ul>	<b>All</b>
<b>8 a</b>	<b>Stairs</b>	<ul style="list-style-type: none"> <li>The stairs have been priced up:             <ul style="list-style-type: none"> <li>£990 – one of the parents of the juniors is a carpenter</li> <li>He has offered to do the labour free</li> </ul> </li> <li>The top 75% would be wood</li> <li>He and Tim would rip it out</li> <li>The bottom ¼ would be concrete</li> <li>Things to consider:             <ul style="list-style-type: none"> <li>There might be dry rot in the building – they may need to get sorted</li> <li>He would put the stairs in so it's easier to repair in the future</li> <li>Currently the stairs aren't up to commercial regulation</li> </ul> </li> <li>Committee agrees it's a good offer</li> <li>Realistically it may end up being 2.5K with the dry rot</li> <li>This should be a high-priority project</li> <li><b>Action:</b> MG to give contractor the go-ahead</li> <li><b>Action:</b> MG to confirm how long the stairs will be out of order</li> <li>We will need to think about the timing of the work             <ul style="list-style-type: none"> <li>AH – might be worth holding off until after the January head</li> <li>During work, members to use back door leading to bar</li> </ul> </li> <li><b>Action:</b> MG to look into building investigators to discuss the dry rot situation – MG to ask membership</li> <li><b>Action:</b> Members to be communicated to about being careful on the stairs at the moment</li> </ul>	<b>All</b>
	<b>Fire Door</b>	<ul style="list-style-type: none"> <li>The fire door at the back of the boat shed is broken, with the surrounding brick work</li> <li><b>Action:</b> MG to speak to contractors/to see what can be done and get an indication of pricing</li> </ul>	<b>MG</b>
	<b>Lobby Wall</b>	<ul style="list-style-type: none"> <li>DB – suggests getting it tiled and re-plastered above water line</li> </ul>	<b>DB</b>
	<b>Car Park</b>	<ul style="list-style-type: none"> <li>Carpark need more chippings</li> <li>Not the highest of priorities</li> <li>To be review at later date</li> </ul>	<b>All</b>
	<b>Toilets Downstairs</b>	<ul style="list-style-type: none"> <li>Committee agreed, the current state of the downstairs toilets are in an embarrassing state.</li> <li>LD – we need to be conscious, whatever we install, it will be prone to flooding             <ul style="list-style-type: none"> <li>SB – we can make it like a wet room, so that it is easy to clean post-flooding.</li> </ul> </li> <li>Committee agreed we peruse this project as</li> </ul>	<b>All</b>



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		<ul style="list-style-type: none"> <li>• Do we want to have showers downstairs?               <ul style="list-style-type: none"> <li>○ Men only have one shower upstairs at the moment</li> <li>○ Electricity might be an issue as we could be at capacity</li> <li>○ <b>Action:</b> LB &amp; AH to speak to membership regarding what can be done downstairs</li> </ul> </li> <li>• DB – if we think about how much money we have spent of Portaloos over the years it seems this would be a very worthy investment.</li> </ul>	
	<b>Toilet Upstairs</b>	<ul style="list-style-type: none"> <li>• DB – there may be a leak in the men’s and women’s toilets</li> <li>• <b>Action:</b> MG to look into solutions</li> </ul>	<b>DB</b>
	<b>Sewerage Pump</b>	<ul style="list-style-type: none"> <li>• Currently not working as it should</li> <li>• At the head we had an overflow</li> <li>• Gary from on-site has sent a quote to get it fixed.               <ul style="list-style-type: none"> <li>○ Approx. £2.5K to sort the situation</li> <li>○ An investigation would be £300</li> <li>○ <b>Action:</b> We need to open dialogue with Swift regarding sharing the costs to fix this.</li> </ul> </li> </ul>	<b>All</b>
	<b>Boat investment</b>	<ul style="list-style-type: none"> <li>• New Boats               <ul style="list-style-type: none"> <li>○ SB – following a meeting with the squad coordinators it was agreed the two boats we require include:                   <ul style="list-style-type: none"> <li>▪ Janousek quad and/or coxless 4 (60-70kg)</li> <li>▪ Janousek double (50-60kg)</li> </ul> </li> <li>○ Costs ex VAT                   <ul style="list-style-type: none"> <li>▪ £14,415 for 4</li> <li>▪ £10,500 for double</li> </ul> </li> </ul> </li> <li>• New Men’s Blade               <ul style="list-style-type: none"> <li>○ Current blades designed for masters and juniors, with little power. Known to cause back injury</li> <li>○ For 4 new blade it would be £1,840</li> <li>○ Something to discuss for the next committee meeting</li> </ul> </li> <li>• New Bont Foot System               <ul style="list-style-type: none"> <li>○ Associated costs - £35/seat</li> <li>○ £2,800 to install into 20 boats</li> <li>○ AH – the Bont system would be beneficial for the whole club</li> <li>○ AH &amp; MA – perhaps only go for one new boat and go for a Bont system</li> <li>○ MG – we need to remember that a pair of shoes is £90                   <ul style="list-style-type: none"> <li>▪ SB – we would install the male piece onto existing shoes to keep costs down</li> <li>▪ Members would also get their own shoes</li> </ul> </li> </ul> </li> </ul>	<b>SB</b>



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	<b>Gym &amp; Ergos</b>	<ul style="list-style-type: none"> <li>• Junior Ergo               <ul style="list-style-type: none"> <li>○ <b>Action</b>: SB/BP - Conversation to be had with the juniors with what they want to do with that fund – do they want a dynamic ergo or would they prefer something else?</li> <li>○ Committee to honour the match funding for the ergo</li> </ul> </li> <li>• Other Ergos               <ul style="list-style-type: none"> <li>○ SB - The men's and women's Squads have outgrown the ergos</li> <li>○ We will need to look at get more</li> <li>○ MG – some of the gym equipment isn't up to scratch, would it be worth selling some of it to help raise funds?</li> </ul> </li> </ul>	<b>All</b>
	<b>Financial situation</b>	<ul style="list-style-type: none"> <li>• Currently in the bank £61K               <ul style="list-style-type: none"> <li>○ We have to keep £30K in the bank as a buffer</li> <li>○ The new boats alone would be £25K</li> <li>○ This would only leave £6K for the building work</li> </ul> </li> <li>• Fund Raising               <ul style="list-style-type: none"> <li>○ Committee to support new fund-raising initiatives                   <ul style="list-style-type: none"> <li>▪ The Ball – this could pay for the footplates</li> <li>▪ Ladies' fundraiser                       <ul style="list-style-type: none"> <li>• What is the end goal?</li> <li>• <b>Action</b> – JH to re-group with the ladies to find out what they want to spend the money on</li> </ul> </li> </ul> </li> </ul> </li> </ul>	<b>MA</b>
	<b>Agreed projects</b>	<ul style="list-style-type: none"> <li>• Committee to prioritise the following               <ul style="list-style-type: none"> <li>○ Steps – £2,500</li> <li>○ Toilets - £10,000 (very rough guess)</li> <li>○ Quad - £14,415</li> </ul> </li> <li>• Committee conscious not to spread ourselves too thinly</li> <li>• We would like more new boats, however there are priorities which we need to focus on</li> <li>• We are to re-look at this in January following the head – we may be in a better position</li> <li>• <b>Action</b>: to look at funding streams</li> </ul>	<b>All</b>

## 8.AOB

<b>8a</b>	<b>SBC Calendar</b>	<ul style="list-style-type: none"> <li>• Committee to approve the production and selling?               <ul style="list-style-type: none"> <li>▪ Committee approved</li> </ul> </li> </ul>	<b>All</b>
<b>8b</b>	<b>Ladies' sponsorship</b>	<ul style="list-style-type: none"> <li>• Company has donated £250               <ul style="list-style-type: none"> <li>▪ Not sure what company are expecting in return</li> <li>▪ Do they want women's squad to purchase kit with their branding on it or is it a simple donation?</li> </ul> </li> </ul>	<b>All</b>
<b>8c</b>	<b>Cooker</b>	<ul style="list-style-type: none"> <li>• The cooker didn't work properly during the head</li> </ul>	



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		<ul style="list-style-type: none"><li>• The burners need looking at</li><li>• 2 out of the 8 work</li><li>• Can it be serviced?<ul style="list-style-type: none"><li>▪ <b>Action:</b> DB to speak with Ken</li></ul></li></ul>	
<b>8d</b>	<b>Glass Washer</b>	<ul style="list-style-type: none"><li>• This was broken</li><li>• MG has arranged for someone to come in and service it</li></ul>	<b>MG</b>
<b>8e</b>	<b>H&amp;S Audit</b>	<ul style="list-style-type: none"><li>• <b>Action:</b> JH and LB to pick up the Hi-Viz initiative</li></ul>	<b>LB/JH</b>

<b>9</b>	<b>Next Committee Meeting</b>	Tuesday 3 <sup>rd</sup> December at 19:00	<b>All</b>
<b>10</b>	<b>January head meeting</b>	Tuesday 10 <sup>th</sup> December at 19:00	<b>Regatta Committee</b>