

Newhaven & Seaford Sailing Club Ltd
Marine Parade, Seaford, East Sussex, BN25 2QR

MINUTES OF A MEETING OF NEWHAVEN AND SEAFORD SAILING CLUB LTD
HELD AT THE SEAFORD CLUBHOUSE ON 24th JULY 2018 AT 7PM

Directors Present:

Zoe McCaig	Commodore	Chairman
Nick Blackburn	Rear Commodore (Piddinghoe)	
George Cork	Rear Commodore (Seaford)	
Terry Jones	Hon Sailing Secretary	
Simon Suter	Director - Training	
Penelope Duncan	Director	
Noel West	Director	
Bill Wates	Rear Commodore (Newhaven)	
Richard Beal	Hon Secretary	Secretary

Apologies:

Duncan Barrows	Director
Ian Johnson	Hon Treasurer

Vacant Positions:

None

ITEM 1 - MINUTES OF PREVIOUS MEETING

The minutes of the board's meeting held on 2nd July and 12th June had been issued as 0.1 which were approved at the meeting as 1.0.

It was agreed that the upgrade to men's showers be postponed until, at least, a revenue stream is established from the Galley.

ITEM 2 - MATTERS ARISING AND COMPLETED ACTIONS

See Actions table at end.

ITEM 3 – GENERAL MATTERS

Noel west reported on Galley franchising progress: Chris Showell has dropped-out, but Teresa Durrane is interested and talks are continuing.

It was agreed (all in favour except for two abstentions) that Noel take franchising to a contractual conclusion but should club days be the subject of re-negotiation by the franchisee that Noel would refer back to the board.

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Terry Jones gave a report on membership. It was agreed that we continue with Webcollect.



MEMBERSHIP
REPORT JULY 20TH 2

Terry's report is here:

Payments to people giving courses were discussed. It was agreed that the current ad-hoc rules (the event must be open to non-members, must be profitable after expenses have been paid, and those receiving payments must hold a qualification) be continued but that this be reviewed again before next year.

The situation of people living in their caravans in Seaford was raised by Noel. It was agreed that "living" was definitely out of the question on various grounds. Anybody camping at Seaford needs to follow club and council rules and must never consider themselves "security" for the site.

In the absence of the treasurer, board members were urged to study the financial reports dis-

tributed before the meeting. They are reproduced here:



change to fixed
asset register.pdf



Finance Q2
comparison.pdf



Treasurer
report.pdf

ITEM 4: AOB:

Item 4: ARRANGEMENTS FOR NEXT MEETING

The next meeting will be Tuesday 21st August at 7pm at Seaford clubhouse.

Richard Beal
Secretary NSSC

V0.1: initial draft for comment, 17/08/2018.

V0.2: now includes financial statements and membership report, 18/08/2018.

V1.0: approved 21/08/2018

ACTIONS FROM MEETING

Date of Meeting	Director	Action	Progress
23/4/18	Ian Johnson	Produce revised 2017 NSSC financial results and present to board	8/5: Accountants progressing 22/5: Accountants progressing 12/06: Accountants progressing, based on proposal to load depreciation into 2017. 24/7: In progress
23/4/18	Ian Johnson	Transfer bank mandate to himself, Colin Cryer and Terry Jones	8/5: Bank is progressing 22/5: Bank progressing 12/06: Bank progressing 24/7: Complete
08/05/18	Zoe McCaig/ Bill Wates	Obtain competitive quotes for Seaford hot water	22/5: In progress 12/6: In progress. Zoe to review progress on quotes with Bill 24/7: Quote received for £6376 (plus VAT). On hold until, at least, steady revenue stream from Galley..
08/05/18	Zoe McCaig	Manage Damien and Ian to produce draft Whistleblowing Policy, Safeguarding Procedure and Safeguarding Code-of-conduct by 22 nd May	22/5: Draft Code of conduct issued. Remainder in progress. 12/6: Zoe to chase by next meeting 24/7: In progress
08/05/18	George Cork	Replace padlock and alarm codes.	22/5: In progress. George and Terry to be contact points. 12/6: padlock changed. Now getting alarm codes changed. George to add Steve Q to call-out list. 24/7: Just have Terry and George on call-out list

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Date of Meeting	Director	Action	Progress
08/05/18	Richard Beal	Propose some “Rules” for member attendance at board meetings	22/5: Rules to be circulated to board members 12/06: No comments received. Richard to publish rules. 24/7: Awaits next Mainsheet.
22/05/18	Simon Suter (Training Committee lead)	Liaise with jo West ref getting some Toppers to Seaford	12/06: In progress. 24/7: Complete
12/06/18	Ian Johnson	At the EM to members on 2017 accounts, ensure that the “before and after” effects of the agreed depreciation changes are highlighted	24/7: Awaits EGM
12/06/18	Simon Suter	Bring green outboard up to correct safety level	24/7: Get prop-guard and meshing done before cadet week.
12/06/18	Simon Suter	Get the training committee to devise a plan to get the cadets who could not get into Cadet Mondays into training	24/7: In progress
12/06/18	Terry jones	Organise attendance by our sailors at Fed meet at Bexhill SC.	24/7: Complete
24/7/18	Zoe McCaig	Chase Ian Mcrae for DBS approvals	New action
24/7/18	George Cork	Get quote for CCTV for Seaford site.	New action
24/7/18	Nick Blackburn	Address over-grown berths at Piddinghoe	New action