

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 11th DECEMBER 2018 AT 7PM

Directors Present:

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

Apologies:

Bill Wates Rear Commodore (Newhaven)

Non-board attendees:

None

Vacant Positions:

None

MINUTES OF PREVIOUS MEETING

The minutes of the board's meeting held on 13th November 2018 were approved at the meeting as 1.0.

MATTERS ARISING AND COMPLETED ACTIONS

See Actions table at end.

COMMODORE'S ISSUES

Steve Clapham had resigned as president. It was agreed that the position be left vacant until an obvious candidate emerges. Apart from their informal advisory role, the president's only formal role under our articles is to be the back-stop chairman at general meetings should the Commodore not take that role.

Jo West has resigned as cadet co-ordinator, with Andy Hamilton taking the role over.

It is proposed that cadet evenings be moved to Tuesday.

Egret's Way: a memorandum of understanding has been signed agreeing to the Egret's Way having access to the path below the river bank.

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It was noted that an e-mail had been received from Damien Jordan stepping back from his involvement with the club. The e-mail was noted but no specific action is to be taken.

It was noted that on 12/12/18 Steve Quinn will have ceased to be a director under paragraph 30.1 of our articles (absenting himself from board meetings for 6 months). The Hon Secretary will write to him accordingly.

Zoe will speak to another director about their responsibility to attend meetings (article 30.1 will apply to them on 21/2/19) and take-on director-level activities.

TREASURER'S REPORT



Financial report
Dec 18.docx

The detailed report (confidential, for board members only) is here:

A five-year MOU has been agreed with the fishing club. Noel West proposed that there be some sort of indexing of the annual charge to take account of inflation. The argument is that we should protect ourselves should inflation take-off. The argument against was that that would need the negotiations to be re-opened and that the MOU was not legally binding anyway. The proposal was defeated in a vote by five votes to two.

It was proposed that the board meetings be moved to the third Tuesday of every month to allow for monthly finance report to be prepared. This was agreed.

It was noted that the current forecast is for there to be a modest profit at year-end, provided no further large, unplanned expenditure occurs.

BILL WATES' REPORT



Bill Wates Dec 18
Board Report.docx

Bill's report () was noted.

SECRETARY'S REPORT

The secretary's report contains some confidential material available to board members only:



Secretary Report
Dec 18.docx

It was agreed that Duncan Barrows take-on the activities surrounding the RA application for the Piddinghoe farm track. Our position is unchanged, but discussions with the RA on a "without prejudice" basis and with proper legal advice are not ruled out.

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It was agreed that Noel West take-on the responsibility for negotiating the termination of the old TGSL coffee machine contract with Allied and the finance company.

TGSL REPORT



The TGSL report (financially confidential, for board members only:) was noted.

NOEL WEST REPORT

Noel reported that he had negotiated a part-exchange of one of the old Piddinghoe rowing boats for a Dory. Noel's costs under that transaction (£500) will not be presented until 2019.



Quotes for new Rigiflexes are being obtained:

TRAINING



The training report (minutes of training sub-group) is here: . The training school



financial report is here (confidential): . Noel West is not in agreement with the record of the training meeting and will circulate his comments.

It was agreed that Noel and Simon work together on the mission of training in NSSC. Noel is suggesting some sort of day-time brain-storming session to cover training.

MEMBERSHIP REPORT



ARRANGEMENTS FOR NEXT MEETING

The next meeting will be Tuesday 15th January at 7pm at Seaford clubhouse.

Richard Beal
Secretary NSSC

V0.1: initial draft for comment, 02/01/2018.

V1.0: Approved at January Board Meeting, 08/01/19.

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ACTIONS FROM MEETING

Date of Meeting	Director	Action	Progress
24/7/18	Zoe McCaig	Chase Ian Mcrae for DBS approvals	21/8: In progress 11/09: Ian to check which DBS checks have been completed. 09/10: In progress 13/11: Zoe has chased Sam Rowe. In progress. 11/12: In progress
09/10/18	Richard Beal	In next mainsheet, publicise rules for RO responsibilities for calling-off racing when conditions are bad.	13/11: This was done, but need to stress in Mainsheet that individuals take responsibility for their own actions (and parents/guardians for their children). 11/12: Complete.
13/11/18	Terry Jones	Convene a board-level meeting within the fortnight to review membership 2019 issues.	11/12: Complete
13/11/18	Zoe McCaig	Talk to Ashley about running family weekends in 2019.	11/12: Liaise with Andy Hamilton
13/11/18	Noel West	Revisit his personal proposals at the training sub-group and return to the main board with an agreed position.	11/12: Complete, but see later action.
13/11/18	Zoe McCaig	Review terms of reference of the training sub-group with Noel.	11/12: Complete. Closed
13/11/18	Simon Suter	Seek out a PB2 instructor trainer	11/12: Pencilled-in for 14 th to 17 th Jan 19. Self-funding.
13/11/18	Richard Beal	Put an agenda item for December board meeting to cover RO/ARO capability and number of safety boats required for each race.	11/12: Course available in Feb at Eastbourne.

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Date of Meeting	Director	Action	Progress
13/11/18	Simon Suter	Document doing the RYA returns, to help the board find someone to do it.	11/12: In progress
13/11/18	Richard Beal	Convene a get-together on Friday 30/11 to try to engage social event helpers	11/12: Complete, now get Adele along to our January board meeting.
13/11/18	Richard Beal	Publish whistle-blowing policy on the website	11/12: In progress
13/11/18	Bill Wates	Convene a premises sub-committee	11/12: Complete.
11/12/18	Terry Jones	Take a straw poll about moving cadet evenings to Tuesday.	New action.
11/12/18	Richard Beal	Write to Steve Quinn informing him that he is no longer a director under 30.1 of our articles.	New action
11/12/18	Zoe McCaig	Speak to a director about their responsibility to attend board meetings.	New action
11/12/18	Richard Beal	Handover RA Application file to Duncan Barrows	New action
11/12/18	Richard Beal	Handover coffee machine info to Noel West	New action
11/12/18	Noel West	Circulate his comments on the training meeting minutes	New action