



Norwich Canoe Club Committee Meeting Monday 19th August 24

Present:

Matt Parkes- Vice-Chair (MP)
Megan Broadey- Secretary (MB)
Adam Want- Sprint Rep (AdW)
Matthew Lodge- Marathon Rep (ML)
Anna Carrington- Publicity (AC)
Julie Bie- Adult Rep (JB)
Alex Booth- Social (AB)
Tammy Edwards- Membership (TE)
Dyson Pendle- Head of Coaching (DP)
Aaron Widdows- Treasurer (AW)

Apologies:

Jo Davis
Sarah Walker
Shaun Cook
John Frankland
Stephen Mableson

Minutes agreed by committee.

No matters arising from previous minutes.

Action log updated.

Conflict of Interest.

Social membership- AW and AC.

Suzannes Report:

- Looks like she's doing what we asked her to do.
- Her school fairs looked to be successful.

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- Asked the PaddleUK accreditation rep what recruitment to clubs looks like nationally and we're in the same situation as everyone else.
 - Lots of people using their own craft on the rivers (SUP's etc).
 - We didn't put out any ads for the LTK courses which we should do next year.
- When should we do leaflet drops?
- Need to check LTK dates and drop as appropriate.

Tim's Report:

- Club coaching philosophy needs to go to coaches not committee. There's such a wide range of interests (sprint marathon etc)
- Who is the training schedule aimed at?
- Used to be top group but not sure it is now.
- Tim has always invited other coaches to have an input in the training schedule.

ACTION ML to speak to Dyson re training schedule.

Para social day-

- Sunday August Bank Holiday 10-2

NHSFG BBQ-

- Bought multiple members of the Norwich High School for Girls club down to NCC for fun session on the water.

Welfare Reports:

None.

Health and Safety:

- Working with Steve with the list of boats, he printed more stickers and needed to remove some boats that we sold from the sheet.

Issues raised from coaches meeting:

None.

Membership Report:

- July we had 9 new members, 2 new members in August.

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- How many are on summer memberships?
- Most of those are on full membership, 5 on restricted membership since April.
- How many members do we have in total?
- 181 members total, 6 restricted members. These include members who have left throughout the year.
- Will bring the restricted membership at AGM from members to vote.
- How and when will we contact those on restricted membership?
- Should we make more of a point of speaking to them in person?
- Will email first and maybe have a conversation if they are at the club. I'll send the names to the coaches.
- Some of the coaches can support that so it's a good idea.

Finance:

- Accounts haven't been done yet. Lots of payments have been made, main one being the club kit.
 - We were getting low on the funds in the deposit account and it was going to be tight due to payments from the JDS camp.
 - Waiting on insurance money
- If we had the insurance money in how would the balance sheet look?
- We would more or less break even, which was the aim for this year.
 - LTK summary, lots of the deficit is caused by the pricing / payment structure for the LTK courses we've had.
 - We're earning less money from it- but when you add school fees it evens out.
 - We've got more people coming through the LTK as it's a lower rate.
- Are we getting more potential members through it?
- Yes- there's about a dozen members who have come from LTK since April.

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- When will we know boat house fees?
- Normally end of august.
- Portugal clarification,
 - £200 sponsorship but also got merch which should have come from that money.
 - If we have surplus already from the trip (£50-£60) if we get £200 then we should distribute it between attendees?
- Can it be a donation to the club?
- It could be.
- We do not run trips to get a profit.
 - We aren't going to ask for the exact money for trips as things can change.
 - If we were to have made a loss we would not ask members to send through the difference.
 - Club organised it, attendees were happy with how much it cost and they paid for it.
- So any future trip we should add a disclaimer of this.
- If it was a significant amount we'd let people know but this is a small payment especially when divided by the number of attendees.

Committee Agree To KEEP AS SLUSH FUND.

- Comparing this year to last year LTK, the new basis is working.
- Helpful to see as we can develop it for next year.
- Are we going to create an advanced course?
- Jo has an action to canvas this idea, more related to existing members not new members, but could do a bit of both.
- Need to review our social membership.

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- Not sure we need it, there's only a few people who have it and 2 of them are on the committee.

- Think it should stay as an option for the parents, so they can attend swimming sessions/trips etc. But if you are a member of the committee you shouldn't have to pay. Not sure what honorary membership is but it all needs to be reviewed.

Coaching Credentials:

- Feel our code of conduct for coaches needs reviewing- a lot of coaches who aren't qualified coaches.

- What insurance do we have for those people?
- The course we just ran, core coach doesn't qualify you for anything. Once you've completed core coach and racing coach you need to do an assessment.

- Most recent coaches aren't coaches?

- Correct, they need to do race specific and then be assessed. We're making assumptions of people that are coached (training schedule).

- If we had 4 adults come down and no one had a coaching qualification, can they paddle?

- They can but it's the wording on the schedule.

- We don't want people pretending they are qualified- there is assumption when they are named on the training schedule.

- Can they go down as coordinators?

- Yes, but we need to have risk assessments in place.

ACTION DP TO GET SM TO GIVE RISK ASSESSMENTS ACTION ASK TRAINING SCHEDULE WORDING TO BE CHANGED.

- I have the coach's details from Tim but need a discussion on how this is managed.

- People need to take responsibility for their own qualifications to some degree.

ACTION SEND 'COACHES DETAILS' TO ML TO SUPPORT WITH

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ADD MEMBERSHIP FEES TO SEPTEMBER MEETING AGENDA.

Nationals:

- We are going to do Nationals 2025.

- Has a date been set?

- No, need to do this ASAP.

ACTION SW TO ASK DAN FOR DATES.

AGM Prep:

Who needs to write a report:

Dyson and Sarah- coaching/objectives

Tammy- Membership

Aaron- Finance

Matt L- Marathon

Adam W- Sprint

Shaun- Para

Alex- Social

- Need the reports by the 19th October.

- Should include something on the objectives we set this year.

- Dyson/Sarah to cover this.

- Martin and John to be reelected (stepping down) and there is a spare place on the trustees.

- I'll create a questionnaire for members' questions.

- Ideally 26th October all documents need to be sent out to members.

- 3 people need to step down, can be for reelection.

SPRINT AND ADULT REP POSITIONS OPEN

- How do we add a new member to the committee. There's 2 sides to membership new role could be called a subscription secretary.

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- I think that complicates it.

- We want to explore direct debit options anyway which would sort that.

COMMITTEE AGREE NO EXTRA ROLE

AOB-

- Jackie said we can park down at the club for the Xmas awards.

- Does anyone know when the water fountain will be fixed?

- No. Made some enquiries with Andy Ross and Clive about if a small Galley could be put in where lost property is- he's taking it to the boathouses.

- Only drinking water is outside the back.

- Had to put up a post on FB about the kitchen volunteers , are they told they are signed up to it when they become members?

- Yes it's shared on fb, maybe more reminders should go out.

- Will send the rota when it comes out.

ACTION MP/SW to take to boathouses re broken drinking fountain. Drinking tap stickers in toilets.

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