



Cuckmere Valley Canoe Club

Unit 1 Tates, Avis Way, Newhaven, BN9 0DH

www.cvcc.org.uk

CVCC Committee Meeting Minutes

Date: 20th May 2014

Location: Plough & Harrow Littleington

Present: - Colin B (CB), Andy M (AM), Luke T (LT), Alan F (AF), Steve D (SD), Justin E (JE), Nick BC (NBC), Paul V (PV), Stephen W (SW), Jake H (JH)

1. Apologies

Steve Da (SDa) & Abby T (AT)

2. Agree Previous Minutes

The committee agreed the previous minutes

3. Matters Arising (Previous Meeting)

a. DBS/Welfare (SDa)

Deferred until next meeting as SDa not present. **Action LT speak to SDa to check on progress of DBS checks for club coaches.**

b. 3 star dates (SD)

SD advised he was happy to run 3 star course and has a number of white water away days already planned that could be used for the training. The committee agreed the course should be open to all and promoted on the club notice board and website.

Sponsorship – SD has contacted Active Sussex re: funding for coach training. They have suggested they may be able to support us with £600. Chris Edge BCU RCO helped to support the application.

c. Website (LT)

New website all complete. Members are now able to join online which seems to have worked well. Minutes and Throwlines are available in the downloads section. Some committee members expressed concerns regarding emails on the website and spam. LT advised the new website system is supposed to protect the email addresses. SW suggested that we should perhaps hide the rota page so that it is only viewable to club coaches as he feels some members may be put off from attending when they see the rota is empty. The committee did not feel this was an issue and felt it was better that coaches could quickly look at the rota without having to login. It was agreed that we would keep it under review.

New sign-up sheet

New sign-up sheets all done and working well. System of signing in and out junior members also working well thanks to the "Meeter and Greeter" position.

d. CVCC Programme (JE)

AM advised he now had 1 star dates to be put on programme. The committee agreed Go Canoeing/Come & Try It sessions should be reduced to every other week to reduce the workload on Justin and concentrate the low numbers attending. **Action: JE to update website to reflect alternate week sessions**

e. Level 1 coach courses (Stephen W)

Level 1 training course arranged with Chris Childs for late July, currently only 4 candidates

- i. Nick BC
- ii. Andy M
- iii. Kevin G
- iv. Phil A

3 candidates have dropped out Aaron B, Howard M & Steve Da

It was agreed the committee should approach Iain P (Centre Manager) regarding free use of Barn for coach training course as he benefits from being able to use them at the Centre.

Action: AM speak to Iain P re free use.

First Aid course to be run on Saturday 24th May for coaches who require it and aspirant level 1s.

A new level 2 coach called Clare has joined the club.

2 star award course

SW advised he had now set the dates for the 2 star course to run from the 22nd June onwards. SW queried the cost to be set for attending the course, this led to a lengthy discussion without agreement. It was agreed that AM would look at previous year's course costs and set a suitable price for this year. **Action AM: Set prices for star awards for this year.**

d. Paddle Power (Alan F)

AF advised the introduction of the Paddle Power scheme was going well and that 3 juniors have now passed their Paddle Power Start. He expressed the need to get more juniors signed up for the passport. It was agreed that the junior day would be a good opportunity to promote this and get sign ups. **Action: AF co-ordinate promoting Paddle Power at Junior Day**

e. Treasurer's Report (Andy M)

AM advised the club's current financial standing as:

- i. Last Statement: £2,891.12
- ii. Current Balance: £3,285.78
- iii. Development Fund: £1,130.00

AM advised that to date the club had taken approx. £3.6K in membership fees via PayPal with the new online membership system. This had resulted in approx. £120 in PayPal fees. AM advised that he was continuing with the club's CASC application as this would effectively give the club charity status and significantly reduce the PayPal fees as well as allow us to claim gift aid. A previous application had been rejected as the constitution needed updating which has now been completed. The committee has agreed to the re-application.

4. AOB

a. Sources of funding

It was suggested that Tesco support local groups and that we could approach them for funding. **Action: SD to approach Tesco re: funding.**

b. Membership levels

LT advised the committee that there were approximately 75 club members

c. Projector for club room

The committee agreed a projector and speakers in the club room would be useful for courses and social use. However, due to the high cost of coach training it was agreed the money would be better spent elsewhere. SD suggested the club could approach the lottery for funding for a projector and speakers. **Action: SD to look at gaining funding**

d. Coach expenses on club trips

The committee agreed that as per existing club policy only coaches running BCU courses

away from the club should be reimbursed for travel expenses they incur through running the course up to a maximum of £50

e. 'Meeter and Greeter'

The committee agreed that the new "Meeter and Greeter" role was working well. It was agreed the specifics of the role should be flexible to match what is needed on the day to support the coaches, but it will always include signing in juniors, allocating paddlers to appropriate groups and issuing bibs.

f. Junior "Bring a Friend" Day

The committee agreed that Junior Bring a Friend Day be postponed until July and after school exams as a number of junior members will be busy revising including our Junior reps.

Action: JE to rearrange Junior Day for July

g. Present for Tony L

JE advised he still needed to get the Long Man Brewery barrel of Ale present for Tony L. Hadn't seen his contact. **Action: JE to arrange purchase of barrel and delivery**

5. Date of next meeting – Tuesday 8th July 7.30pm. Plough & Harrow Littlington