



Cuckmere Valley Canoe Club

Minutes for CVCC Committee Meeting – 30 April 2019

Location: The John Harvey Tavern, Lewes - 7.30pm

- Helen Frost
- Nicola Hern
- Frances Jones
- Pat Oakley
- Ian Powis
- Helen Richardson
- Kate Waite

Apologies:

1. Justin Early
2. Megan Early
3. Paula Leighton
4. Kevin Galway

Item	Details	Actions
Minutes - Actions	<p>Certificates: Start and Discover certificates are sent out via email. Therefore, all coaches running Start or Discover must collect the name and email address of people completing the award. NH can submit the details for the certificates if coaches collect the names. NB. If they are members, NH will have the email addresses. If Start is awarded in a Go Canoe session then the coach will need to collect the email address. It is free to send out certificates for Start and Discover.</p> <p>Buzz employees have to pay for all their own qualifications</p>	IP & PO – Let all coaches know who are running Start or Discover that they must collect a list of all the people doing the award.
Coaches - Explorer Award	<p>Split the Explorer Award into 3 sections:</p> <ol style="list-style-type: none"> 1. Rescue – Steve D 2. Topography – Nick BC 3. Technical & Skills – Ian P & Pat O (Would need to be checked off by a L2 coach) 4. TBC – Needs to be unique to the Club. This could be tailored e.g. Surf led by Colin B/ Iain P; Opens led by Nick C <p>This would ensure the quality, which other clubs may not be setting so high. Our Explorer Award would be solely to CVCC. Therefore, if someone with a Bewl Explorer Award wanted it to be recognised by CVCC, they would need to take one of the elements of CVCC Explorer Award.</p> <p>The lead coach would need to set the dates for their section. KW – Want to maintain the group bonding of doing the Explorer together as a group.</p> <p>Nick C would like to run an Open session in advance of the Wye trip.</p>	<p>IP – Meet with PO & SD to firm up ideas.</p> <p>IP - Agree a date with Nick C to run a session</p>
Coaches - Training	<p>IP: Want to increase the level of training delivered within trips by coaches</p> <p>IP: Offer training for new coaches later in the season.</p>	IP – Will plan a date with Dave, Darren, Carly etc.
Events	Women's' Day - Coaches are signed up	

	<p>Summer BBQ 12 July - this has been added to the website under 'Information'</p> <p>PO: Offer free to coaches who have done 3 sessions.</p> <p>PL (via NH): Not sure this works as how do we then reward people who do their sessions all in the second half of the season?</p> <p>Agree: Must have name on rota at least 3 times to qualify; they can then book free to attend. Coaches' friends and families still need to pay £5 per person. CVCC will pay £5 for each free coach.</p> <p>Raffle prizes for the evening. Put out call via Throwline. CVCC can contribute £40 Brighton Canoe voucher</p> <p>Season's Calendar Request for a date at Nene for white water beginners – in addition to the Men's Nene Trip on 12 May</p>	<p>NH – Check if a code can be added to the BBQ booking for FREE coach</p> <p>KW – Add details to Throwline</p> <p>HR – Check voucher</p> <p>PO – Contact Nene to check coach level needed and agree dates with Steve D. Possible 21 July (9 June 2nd choice)</p>
Members	<p>Numbers = 103 83 – Adult 4 – Family 16 - Juniors</p> <p>HF – Has had forms from the twins, Tony & Carol to agree to coaching</p> <p>Family rate: At the moment there is no discount for a single parent bringing children. Should we offer a student rate?</p>	<p>NH – Contact remaining coaches to help them renew</p> <p>PO – Lead a discussion on membership rates at the AGM</p>
Juniors	<p>ME is going to arrange a meeting with the Brownie leader. IP & NH happy to support plus twins</p> <p>Ideal is to have about 8 juniors on a Sunday so they can go out in one group</p>	<p>ME – Confirm date</p>
Comms	<p>Throwline – Waiting for articles from PO, NH and Helen.</p> <p>KW will do an email out this week highlighting the calendar of events.</p> <p>Website – KW has plans for the new site</p>	<p>PL/ KW – check all events are on calendar and Eventbrite as needed</p>
Equipment	<p>The hooks for the bibs all need to be the long red ones. Steve D has purchased hooks; Kevin G will arrange to put them up.</p> <p>It is difficult to do the Steps as the lowest steps are not being exposed even in low tide. The bottom steps are very slippery. Is there a way these can be coated with astro-turf or something non-slip?</p>	<p>KG – Put up new hooks</p>
Finance	<p>The account has now been swapped to HR.</p> <p>Paid for Gower Trip bunk house</p> <p>Paid the First Aid course</p> <p>Reimbursing coaches as they do their online courses</p> <p>£1469.19 – development fund £5607.49 – main account £2318.49 – PayPal</p> <p>CVCC agrees to pay for Paddle Round the Pier entry.</p> <p>Currently there is a £250 limit on transfers each day. Club approves HR to request this limit to be increased £500</p>	<p>HR – Get Visa card for Club account</p>
AOB	<p>PO: Email from Liz B. We need a disclaimer form for non-members to sign as part of Women's Day and Junior's Day</p>	<p>HF – Adapt Family Splash form to 'Visitor Form'</p>

	<p>Comment from Liz B: Do we need a defibrillator at the Barn? Return to this discussion. Possibly raise it with Buzz. It would be more effective to get some radios. Digital walkie talkies do have better coverage than old analogue.</p> <p>FJ: Has bought a new kayak so is looking to sell Dagger GTS 7.5.</p> <p>HF: British Canoeing is not demanding people renew their Safeguarding training. All coaches need initial Safeguarding training. Do we require them to renew the face-to-face course every 3 years? CVCC will not demand coaches renew their Safeguarding training unless there is an updated requirement from British Canoeing.</p> <p>HF: Coaches Recognition Award. We need to reinstate this. So include in Throwline with the email address for recommendations. Awards in May/June, August and October</p> <p>IP: Sea groups. These need to be the priority group for bibs. Signing on sheets must be tight and the coaches must check the people they take to the sea are the ones on the sheet. When there is a sea group there needs to be someone on the bank at all times for safety.</p> <p>A sign in sheet can only be started once the group lead coach is present.</p> <p>In the morning briefing, we need to make it clear that Peer Paddle is not for anyone who is using club equipment or who needs coach support.</p> <p>Paddlesport Leader Award to be done on 27/28 June by Ian P, Carly P, Nicola H and Pat O – CVCC will refund Pat O, Nicola H in full and Ian P 50% (Bewl will pay other 50%)</p>	<p>PL – Ask RNLI for advice on radios NH – Investigate digital walkie talkie</p> <p>HF – Follow up with British Canoeing</p> <p>NH – Check feedback@cvcc email KW – Include in Throwline</p> <p>IP – Check all coaches understand the regulations</p> <p>PO/ NH – Confirm with HR if payment needs to be made to course or reimburse individual.</p>
Next meeting	Proposed date – 25 June 7.30pm at John Harvey Tavern	All – Confirm if date is possible or suggest alternatives