



Ashlett Sailing Club



Minutes of the Committee Meeting held on Thursday 11th April 2019.
at 7 pm in the Clubhouse.

1. Present: Chris Brown, Commodore, Sharon Wardle, Treasurer, Jim Hopwood, Hon Sec, Phil Crossland, Mervyn Griffiths, Keith Guy-Gibbens, Martin Lucas, Jacky Olden, Julian Pearson, Bill Pidgeon, Dick Pizey, Dave Waters.
2. Apologies for Absence – none
3. Minutes of the last meeting.
 - a. March committee meeting – approved and signed.
4. H&S
 - a. Review the Incident Book. – nothing
 - b. Chris proposed his wife should carry out an H&S assessment at a cost of about £200 (half her normal rate).
5. Commodore – Chris Brown:
 - a. Dredging – Esso are doing a survey of the creek with a view to developing a proposal for dredging the area around the pontoon.
 - b. Approach Lane – Andrew Kitcher had quoted for levelling and draining. Also for clearing mud from the slipway.
 - c. What is needed to be ready for the season? – Chris asked all members to think about their areas of responsibility and forward ideas to him.
 - d. Five Year Plan – As above, ideas to Chris please.
 - e. Racing Programme (Deb Boles's offer) – Agreed to ask Deb and Bob to organise events on 2nd June and 7th July but not at the Regatta in August.
 - f. Chris will get quotes for a powerful jet washer for use on the slipway.
6. Treasurer – Sharon Wardle
 - a. Annual accounts – Sharon introduced the draft accounts which had been circulated before the meeting. Taxation is still under discussion but the broad picture is clear. At the end of last year we had £60k in the bank, with most of this year's subscriptions in we now have £100k. Approximately £30k is needed to run the club for a year. The rest is available for projects and to create a reserve. Meanwhile, Sharon has moved £50k into a savings account to generate interest.
 - b. Monthly receipts and payments attached. No issues.
 - c. Biffa are still making unjustified claims for wasted journeys and emptying 2 bins each trip. Martin will look for an alternative contractor and/or arrange to lock one bin until the other is full.
 - d. Pontoon Safe – The old post box has been 'recycled' and is going to be positioned near to the Pontoon Safe. It will contain envelopes for use by visitors and members

who pay cash for various services. They will be replenished regularly. There are also some envelopes on the noticeboard near tractor drivers' details. In the future Jacky and/or Sharon will check this safe for monies.

- e. Bank - NS&I signatories have now been updated. Nat West – Community/Club account - Julian added as signatory. Old signatories removed. Nat West – Limited bank account – Julian needs to sign section 4 and Jim needs to be added as signatory. Nat West – Reserve account – on hold until Ltd bank account signatories sorted out.
 - f. RYA Club Satisfaction Survey – agreed Sharon will sign up to conduct the survey.
 - g. Sharon is updating the list of key holders.
7. Hon Sec – Jim Hopwood
- a. Club House Painting – work party to be publicised
 - b. Web master – agreed Dick to takeover technical ownership once the membership renewal rush is over, Jim to assist with content.
 - c. Confirmation Statement filed with Companies House.
 - d. Confirmed insurance does cover organised cruises but does not cover money. List of 'plant' sent to insurer.
 - e. Committee portraits updated.
8. Projects – Phil Crossland
- a. A sketch of the new jetty was reviewed and details agreed. Phil will send to an Esso contact who will approach the Marine Management Organisation regarding authorisation.
 - b. Meanwhile he will get quotes from suitable contractors.
 - c. A revised, more friendly, hand out to welcome new members and explain the club 'house rules' was reviewed and amended. Phil to circulate a final version.
 - d. Phil will contact a carpenter re replacement of steps outside gents.
9. Creek – Mervyn Griffiths
- a. Mervyn asked if we should redeploy the two additional port hand marks outside the creek as ABP keep requesting. Most members felt they were unnecessary and a source of endless problems due to interference by clam dredgers. Any future message from ABP to be forwarded to the Secretary for response.
 - b. Currently Merv uses his own very old outboard on the Block Lifter which only survives due to his careful handling. Agreed the club should provide one that other members could use. Merv will develop a specification for purchase.
 - c. With assistance from two club members, we successfully positioned two more new mooring blocks, chains and buoys, with the Block Lifter, in the area of the old backchannel where we are adding new moorings. I have since moved four more new blocks to the front of the project store where myself and Keith have added chains and buoys ready to be deployed when time and tide permit.
 - d. The outer red navigation post had been showing a rather alarming 'lean', on inspection when I tried to push it upright with the workboat it decided to float up, so I had to tow it ashore, when I've repainted it I will re-plant it using the block lifter.
 - e. Agreed to compile list of power tools etc owned by the club
10. Moorings – Keith Guy-Gibbens
- a. Progressing with laying of new moorings. The refurbishment of old moorings will start when we have purchased a portable grinder. This is essential for safe chain cutting when working from a dinghy.

- b. Agreed to purchase a cordless angle grinder for mooring maintenance. Agreed that simple purchases of this kind do not need 3 bids.
- c. Also to purchase and supply all necessary PPE for members working on club tasks.
- d. Keith proposed purchase of 46 buoys and 138 10mm shackles for the next mooring stage. Phil reported there had been some difficulties due to the size of shackles on recent refurbishments, this needs checking before purchase. Cost could be £6000 from local retailers so it is essential to get bids from wholesalers – Dick and Phil have useful contacts.

11. Compound – Martin Lucas

- a. Some way of me knowing if a member has paid for compound/tender space – problem solved by Dick’s database.
- b. Martin to send letter to members about compound space and marking tenders.
- c. Annual reviews to monitor compound (beginning of March)
- d. Tidying up of tender rack is in progress.
- e. A date for big clear up and Lay paving slabs and mark clearly (dirt to fill in pot holes) (requires a skip, work party and bacon baps). Martin to arrange once slabs are procured.
- f. Sign for bins – agreed to wait for new bins (see minute 6c)
- g. How many tenders can a member have in the compound? Tenders stored on a yacht or yacht’s trailer are free; all others must be paid for.
- h. Have identified boats in compound that need attention.
- i. Come up with a plan to identify spaces
- j. Contacted one member about his intentions and sent a letter
- k. I have 6 available spaces depending on size of boat

12. Boat House and Creek News – Jacky Olden

- a. Once we have the final membership list I will check the boathouse and make sure everyone is where they should be.
- b. The kayak rack has been knocked and needs straightening up, once the block lifter is moved after lift in.
- c. Creek news will be for members’ articles and Dick’s newsletter will be for information from the committee. Agreed.
- d. Will use Dick’s new distribution list.

13. Social – Julian Pearson

- a. Food for Lift-in plan agreed.
- b. Wine tasting evening – cancelled as no interest, perhaps re-try on another date.
- c. Food, bar and band for the regatta will be provided by the Jolly Sailor.
- d. Will plan a Pizza event using the pub’s portable pizza oven, possibly after the race days.
- e. Will plan a ‘new members’ evening.

14. Maintenance – Bill Pigeon

- a. New toilet seat fitted in the gents.
- b. Fitted new deeper mailbox by gate.
- c. The wooden steps outside the gents require renewing as the side timbers are rotten. The steel hand rails could be used again if we can separate them. (See minute 8c)

d. I'll take a look at the steps outside the ladies to check their condition.

15. Membership – Dick Pizey

a. See attached report.

16. Pontoon – Dave Waters

- a. I have put in new stainless steel screws in the planking leading onto the pontoon as the current ones were rusting out and some were standing proud. Ron Howe very graciously gave up his time and tools to assist, which was a great help. There are a couple of rotten boards that will be replaced soon, again Ron said he is happy to do this as I'm away for a few days.
- b. I will be looking to paint the gangway onto the pontoon soon as it's looking a bit dishevelled, and I have a few willing helpers who will help with that.
- c. I also hope to clear the slip way of mud in the not too distant future, date tbc. I will speak to Trev with regards to how the best way to approach this. Again I'm sure I'll have plenty of willing helpers. (not required see minute 5b)
- d. See also minute 10c.
- e. Dave and Phil to get trained on the tractors.
- f. The Jolly Sailor plan to get a defibrillator – Dave to check if we could contribute and share.

17. Future meeting dates:

Thursdays – 9th May, 13th June, 11th July, 8th August, 12th September, 10th October, 14th November, 12th December, 9th January, 13th February

Outstanding Issues:

1. Should we get a boat lifter?
2. How about joint training or social evenings with other clubs?
3. ASC email ids for use on Club business.

Membership Secretary Report

April 2019

- Membership renewal
 - email circulation sent out 15th March
 - Sent to 167 emailable members
 - Opened by 142
 - 5 bounced – and sorted out (out of date email addresses or partner no longer involved)
 - 9 sent by post
 - 137 responses - to date (Forms received and paid or paying)
 - 2 Coffee morning advertised (7th and 14th) to mop up
 - Google Message reminder sent 2nd April
 - Key/Mooring details generally included but missed by some – in progress

- Feedback
 - Overwhelmingly positive
 - A few local issues with P.Cs and computer familiarity – resolved)
 - One negative feedback – addressed each point raised and received positive email thanking me for attention and admitting a more attentive reading of the initial email would have resolved the issues.

- BACS - Treasurers domain but 70% plus have paid using this method - success

- Membership Cards
 - Designed – ordered – received – and in club house for those that have paid
 - Will be added to as last payments come in.

- ASC Forms
 - New Member applications, Renewals, Photo display for prospective Members, Boat House applications, Compound Applications and Mooring Application forms all updated – copies in the clubhouse and website updated (Thanks Dave)

- Liaison with Jacky re Boathouse payments to confirm her records – in progress

- Projects – for discussion as required

Google map of Creek for Keith for mooring placement and reference

 - Draft prepared and sent to Keith
 - To be completed with mooring references and key once details are finalised

Google map of Compound for Martin

 - Draft prepared and sent to Martin
 - To be completed and finalised with positions and key once details are confirmed
 - Work underway on copy of Members database to ensure Martin's figures and database match up – in progress.

- Fund raising
 - Is it required?
 - 5, 10, 15 years – lease expires - what is the cut off / prognosis for renewal.
 - Lottery – run for specific projects / continuous rolling - £5 per month, multiple tickets allowed, monthly draw – coffee morning attraction? 25% of take 1st prize – 15% - 2nd prize – 10% 3rd -