

Minutes of the Blakeney Sailing Club Committee Meeting held at the Blakeney Harbour Room on Saturday 2 July 2022

Present: Angela Harcourt (Commodore), John Myers (Vice President), Sean Moore (Rear Commodore, Flotilla), Jane Armstrong (Secretary), Alan Collett (Treasurer), Sue Gregory, Simon Hibberd.

1. Apologies:

Edward Allen (President), Andrew Bassett (Rear Commodore, Racing), Rod Jeffreys (Bosun), Florence Buckingham (Membership Secretary), Alan Robinson, Jane Bassett, Amy Howes.

2. Minutes:

The minutes of the meeting on 3 April 2022 were approved.

3. Matters arising:

- It was agreed that the club will contact the BHA in respect of the small white yacht which is moored on the west side of the Cut with mooring lines from the bow and stern to the bank, thereby preventing dinghies from sailing to the west of the boat. **Action: Angela/Jane A**
- Angela noted that the minutes of the last meeting are now on the website.
- Nothing more has been done about identifying a potential new trustee. Any thoughts welcome.
- Simon has put a note and aerial shot in the Hut showing the location on the dinghy park of the club boats. The Laser now has a 4.7 rig, with numbers, rolled around a drainpipe and the bag is marked 4.7 – so no excuses for leaving it messy. Angela apologised for committee business by email but thought it had been agreed a 4.7 rig should be acquired with it being an action point for Simon and Angela from the last meeting. There was a minority view that club funds should not be spent on club boats but the majority was in favour.
- The Seafly Prizegiving was cancelled at the Blakeney Hotel because we only expected one visitor but it is standing for the International 14s as Edward is expecting 5 boats. He has asked for catering for 20.
- The entry fee for open events was agreed at £20 for double handers and £15 for single handers. No fee was expected for Laser Open as there were no visitors and donations invited for the Seafly Open. The notices were prepared by Alan C and Andrew and Edward will deal with the 14s
Action: Edward
- John Seymour has contacted Brent Pope regarding parking in the field and it is unlikely to be available. The parish council Langham Road car park is back to being available for only 28 days per year, so it is not likely to be available for the 14s (on 9m tide) or NWNSA (on more manageable 8m tide). Both morning tides. John said he can probably offer his garden. We should let him know if we would like to take up this offer. **Action: Andrew**

Carried forward from previous meetings:

- Simon is discussing the idea of displaying trophies at the Blakeney Hotel with them and they seem potentially receptive. He will pursue. At the July meeting Simon noted that he may also pursue this matter with the Blakeney Harbour Room.
Action: Simon

4. Commodore's Report

Angela reported as follows:

- Organising sailing club matters over the last couple of months has been extremely time consuming, having taken responsibility for Dutyman, George and Angela had found themselves becoming more responsible than they would have liked for populating the rosters. There are still

some gaps as follows:

- We need a PB crew on 16th July and Matt has been asked if he needs another ARO.
- We need an ARO on 31st July otherwise July is completely covered.
- We need PB helms all through MWHS especially on the Wednesday when we have Flotilla as well as racing and an ARO is needed on the Friday.
- Angela hadn't worried too much about Fun week on the water as she is available from Monday to Thursday. John Derby is doing PB helm on the Friday. Angela had been in touch with Holly from the RYA to see if she has any suggestions for activities, but it ended up with her taking notes from Blakeney! Angela will prepare a couple of events – maybe the tennis ball game BUT with the rule that if any boats touch they are immediately eliminated, also a couple of picnic only days, maybe an exploration such as down to Morston for an ice cream depending on wind strength and direction. The tennis courts have been booked for the Monday 2-4 pm and Sean is running it with a strict maximum 16 players. Andrew and Jane Lewis are doing the walk and cycle ride on Tuesday/Wednesday and they are deciding which day, time and meeting point. Sadly, Fun Week clashes this year with Hunstanton Tennis Week this year so we might not see very much of Scarlett and Delle Walker – but they are keen to bake cakes and sausage rolls!
- On 25 August we need RO and ARO and several in September / October but Angela feels it IS good to keep a few open to encourage new members or people who have been holding back. If everything is booked there is no incentive to volunteer. Angela is aware there are those who do not like that approach but for this year it is what we are doing. Angela is aware of the costs and has allocated paid helms to every duty they can offer, she is also aware that some people have done more duties than others. They have volunteered willingly and must say no if they don't want to do it and somebody will have to step up on the day, as has happened many times in the past.
- Particular problems are that there are still some regular racers who have volunteered for no (or almost no) duties. Also it would be welcome if Flotilla Sailors would volunteer for more PB crew duties ahead of the events.

- Following the decision to allow 'On the Job Training' at the last meeting, Angela had a lot of correspondence with David Rowe as he expressed a wish to become a PB helm. He decided he would rather train at Blakeney than attend a 2 day RYA Course so put himself down as crew with Dave, which went very well. Terry agreed to take him out last week when he did boat preparation and putting away, some towing and capsize drills as well as a lot of boat handling skills. He has the benefit of individual tuition, Angela has kept Rod in the picture and he seems satisfied with the approach. Terry has written a list of areas to be covered and it will not be an easy option, it will be available for other senior PB helms to use and signed off upon completion. The committee confirmed that those able to assess PB helms are: Rod Jeffreys, Alan Robinson, Matt Boreham, Sean Moore, Andrew Bassett, John Seymour, Chris Key and Terry Cottle.
- Given concern expressed recently about having 4 people in our patrol boats, Angela had done some research and can report that the Rigidflex Newmatic 370 is expected to have a capacity of 5 people on board. The committee agreed that (unless weather, etc, conditions dictated otherwise, to be decided on the day) we should accept that the patrol boats may transport 4 people (ie the patrol boat helm and crew plus the OOD and assistant to Lapwing and back). John M remained unhappy with this decision as he feels the boats should carry no more than 3 and asked for his position to be noted.
- The ownership of some admin duties seems to have become less clear. Duties which seem to have gone adrift include:
 - getting BSC Year Books to members who are unable to collect them from the hut early in the season;
 - following up people who have "joined" the club but don't follow through by paying;
 - maintenance of some type of next of kin list to be kept in the hut;
 - ensuring there is an up to date membership list in the hut (name and membership category

only).

The committee discussed these matters and agreed that, whilst things are being “picked up” (Alan C keeps an eye on new members payments, Yearbooks have been sent out mainly by Angela) we should review the allocation of admin, especially later this year when we anticipate some officer changes.

It was also agreed that, in respect of next-of-kin details, this should be a box to be completed on Member Mojo. (So that details of any member could be found fairly quickly in the event of need).

Action: Jane A & Membership Secretary

- In the fan room at Langham there is a large amount BSC kit which isn't being used including a freezer, electric frying pan, kettles, hostess trolley, a whole history of BSC mugs, crockery and cutlery and a PICO race sail, ie everything that used to be in the Club House, some of which could be useful to someone. George is happy to keep the marquee in there but the club needs to make a decision on its future at the end of the summer.

The committee discussed this and agreed that, as the club is unlikely ever to have need for this again, that we should offer the items to members (no charge) and anything that remains after that should go to a charity or the tip.

Action: Angela (via Newsletter)

- Angela thanked Sean for his efforts in encouraging people to sail by taking them out in his Wayfarer. Another potential member will be sailing with Sean in a fortnight.

5. Vice Commodore's report

- John S was unable to attend the meeting.

6. Rear Commodore (Racing) report

- Andrew was unable to attend the meeting but had circulated the following report and updated Action Plan.

Review of Race Programme to date

Some good racing during the season so far despite a lot of early starts and cold weather.

However, turnouts for the racing have been a little disappointing, with an average of 13 entries per series and 7.5 boats per race (see table below for series breakdown). This compares with the overall average of 10 boats per race last season. Clearly there may be better turnouts during high season. The sub-committee will have to review this at the end of the season when we have the full picture and recommend any changes for next year.

Series	No. Entries	Approx. Average/race
Frostbite	11	4
Easter	24	13
Early Bank Holiday	8	6
Discover Sailing	12	7
Spring	21	10
Laser Open	9	7
Seafly Open	10	10
June Allcomers	7	4
Early Summer	15	7
Overall Average	13	7.5

Note: The number of race days this year is 60 (plus 15 Flotilla only days) compared to 54 race days (plus 14 Flotilla only days) last season. The main addition was the Frostbite series.

- The Laser Open meeting provided some exciting sailing and the handicap format for all rig types was successful. However, the turnout was poor and there were no visitors. The choice of the

Jubilee Holiday and too much or no wind did not help. This will also be reviewed by the sub-committee for next season.

- The Seafly Open meeting went well, with some excellent sailing. The turnout of 10 boats (13 last year) was good but there was only one visitor which was disappointing. The Allcomers series held in parallel was successful with 7 entries.
- Use of the Laptop to get the results on the day was trialled at both Opens and proved successful. I need to get some more people trained on use of Sailwave.

Patrol Boat Helms and Race Officer

- Many thanks to John Myers who has carried out the majority of Race Officer duties again this season and also to Angela and George for getting to grips with Dutyman. However, volunteers for Patrol Helms and Assistant Race Officers continues to be a problem. I am aware that the burden is falling on the same people.
- To try and address the shortage of approved PBs I have asked all members who have RYA PB2 qualifications if they are willing to step up. I have also agreed with Rod Jeffreys who should carry out assessments and a rough criteria. This enabled a number of new people to be added to the list and some more are in progress. I have concentrated on getting frequent sailors who are willing approved, as I think this is more effective than training a lot of people who are unable/unwilling to do duties.
- John Myers has been training Race Officers and will shortly be making recommendations for additional members he considers are now qualified in this role. We need to continue this process to ensure that we retain the skills and can help John with this burden.
- The sub-committee will need to review the position at the end of the season.

RYA Conference Actions

- The following is an update of my actions:
- *1. Review Patrol Boat helms/crews from club membership details*
Email sent to all members indicating RYA PB Level 2 Certificate not currently on list of approved helms (12 in total) asking if they are willing to volunteer for training/assessment. Positive response received from two members. **Pending**
- *26. Carry out a rolling review of club documentation (one third per year)*
Revisions to one third of the club documentation approved at the April Committee meeting. **Pending**
- **Both actions can be set to Complete if agreed by the committee.**
The committee agreed to these items being noted as “completed”.

Race Training Coach Qualification

- I attended the RYA PB Level 2 training at Snettisham on 23 – 25th May and passed. I now need to do the RYA First Aid Course. I will then be able to enrol for the coach course.

VHF Training

- Whilst at Snettisham I discussed with them holding a course for Blakeney members. The response was positive and I am awaiting a proposal and dates from them.

7. Rear Commodore's Report (Flotilla Sailing)

- Sean reported that there have been 6 flotilla sails so far this season. Many thanks to Alan C and to Eleanor who have each led one flotilla in Sean's absence. In total 50 boats have sailed in flotilla events since 19 April 2022.

- Sean noted that he has encouraged flotilla sailors to work on their seamanship skills via adding some “pearls of wisdom” to his post sailing reports. These seem to have gone down quite well, as have his offers to take people out in his boat and to go out with people in their own boats.

8. Bosun's Report

- Rod was unable to attend the meeting, some comments on club equipment, etc were made as follows:
- John S reported (prior to the meeting) that Lapwing seems to be working reasonably well. There are plans to make a yard trailer for the winter.
- John M noted that no adjustments are needed now but some tweaking over the winter would be helpful, eg in facilitating flag raising and lowering.

9. Treasurer's Report

- Alan C circulated the following report ahead of the meeting:

Money in the accounts as of 28 June 2022

Barclays Business Account Balance to date			£6,023.30
Barclays Business Savings Account Balance to date			£20,765.01
			£26,790.40

- Income anticipated not yet received:

Disposal of old committee boat Lapwing (£1)	£1.00
Advertising in Yearbook (reminders to be sent soon)	£500.00
- Patrol Boat budget and rates of pay are to remain the same as last year. £4,095

Duties paid and not yet paid, Helm 17 x £50, Crew 14 x £40	£1,410
Budget remaining	£2,685

Transactions since the last meeting (1 April):

	Receipts	Payments
Donations	120	
5050 Club receipts	405	
5050 Club Jubile winnings		210
Membership	270	
Advertising in Yearbook	455	
Refund social event that did not take place		73.80
Lapwing, Ubolts, antifoul, steps, clips, cover, impeller, starter battery, strop, paint, broom handles, cable, connectors		1,317.18
Flagpole, rubber boot, concrete		27.45
Website update		28.80
New waterproof case for camera		31.17
Committee meeting (refreshments 3.5.22)		35.00
Carnser Car Parking Permit (Dylan Empson)		50.00
Petrol		167.32
Patrol Boat Helm & Crew		550
RYA Affiliation		350
Yearbook		853
Insurance		1,427.52

Donation for RNLI (cash collected @ Fish & Chip Supper in Harbour Rooms)		£115 (Not yet paid)
Power boat training 50% (Andrew Bassett)		Paid

- Membership Subscription Rates:
These should be set at the AGM and the BSC committee needs to decide what level to propose at its committee meeting prior to the AGM. It was agreed that the Finance Sub Committee will meet to put together a proposal ahead of the committee meeting before the AGM.

Action: Jane A

- Alan C also noted that he had recently posted a photo on Facebook of a member who had ticked the “No Photos” box. The photo was quickly removed but Alan wanted to be sure we cannot make this type of mistake again. The committee agreed that the Member Mojo form should require people to tick the box if they did not wish their photo to appear on Facebook. **Action: Membership Secretary**

10. Dinghy Park Management

- John S was not at the meeting but Alan C reported as follows:
- The Dinghy Park Management Committee has been looking at ways in which it can enable the Carnser car park to extend into the dinghy park but without impeding boat users. Alan outlined the three options which had been discussed (1. Do nothing, 2. Move the concrete bollards to increase the area of the car park but keep it separate from the dinghy park, 3. Add to the concrete paths to prevent parking of cars near to the boats). Alan explained that BSC is being asked to give their view on the various options and the BSC representatives will report back to the DPMC.
- The BSC Committee were very clear that the “Do Nothing” option is their preference. In other words, the sailing club would like to maintain the status quo. Any movement of bollards or other measure which would lead to a reduction in the area of the dinghy park would impede its use by boat users, especially those who bring boats to the dinghy park on trailers and need space to manoeuvre in order to be able to launch and recover their boats. The committee also were not prepared to assist the Car Park Attendant by parking visiting boats on Open Meeting days. This is the message which the committee would like the BSC representatives to take back to the DPMC.

Action: John S, Alan C & Dave F

11. Secretary's report

- Jane A reported that the review of the club's insurance has been completed. (This was reported at the last meeting but some additional forms, minor amendments, etc have now been dealt with.)
- There has been discussion within the committee about the format of meetings, ie whether they should be on racing days or not, whether the dates should be set at the beginning of the year or arranged at shorter notice during the year, etc. No consensus emerged but the majority view was that more committee members are likely to attend meetings on sailing days, midweek evening meetings are popular with some but everyone has different “difficult days”, there was no preference to arrange meetings as the year goes along. Thus, the majority view was to keep the practice the same – meeting dates will be set at the beginning of the year and will follow racing.
- Jane also noted that the BSC email has received several requests from people (not members) to “sign them up to receive more information”. These have been prompted by the banner on the hut. She's been directing people to the website and Facebook page but it would be helpful if next year's banner just invites people to contact us as we don't have a mechanism to provide ongoing information to non-members.

- The question of Temporary membership was discussed because our insurers have confirmed that, in order to be covered by our policy, anyone taking part in events must be members of some sort. It was agreed that the sign in sheets should be amended so that they note that any non BSC Members participating in the event is deemed to be a Temporary Member for the duration of the event.
Action: Jane A

11. Membership Secretary's report

- Flo was unable to attend the meeting but it was noted that we are still getting new members this year.

12. Marketing report

- Amy was unable to attend the meeting but it was noted that, following discussion in April, a report was sent to some local papers and it was printed in the North Norfolk News but this seems to have been a one off.
- Amy also continues to report in the GlavenValley News, etc.

13. Social Programme

- Jane B was unable to attend the meeting but had reported that a Curry Night has been organised for Saturday 20th August at the Harbour Room. Angela confirmed it will be advertised in a Newsletter within the next week.
Action: Angela

14. Any Other Business

- Angela noted that it is the Stiffkey Cockle Invitation Race next week. 10 BSC members have signed up and all are welcome to join the barbecue afterwards (booking by 7 July).

Dates for next meetings:

Sunday 14 August after sailing (about 11.00)
 Sunday 15 October after sailing (about 12.00)
 AGM Saturday 26 November (3.00pm)
 Saturday 26 November (to follow the AGM)