

Minutes of the Blakeney Sailing Club Committee Meeting held at the Blakeney Harbour Room on Saturday 15 October 2022

Present: Angela Harcourt (Commodore), John Seymour (Vice Commodore), John Myers (Vice President), Andrew Bassett (Rear Commodore, Racing), Rod Jeffreys (Bosun), Jane Armstrong (Secretary), Alan Collett (Treasurer), Alan Robinson.

1. Apologies:

Edward Allen (President), Sean Moore (Rear Commodore, Flotilla), Florence Buckingham (Membership Secretary), Sue Gregory, Simon Hibberd, Jane Bassett, Amy Howes.

2. Minutes:

The minutes of the meeting on 14 August 2022 were approved with the amendment that, under (8) Bosun's Report, the minutes should read: "...Rod asked that members should be informed that, in the event of any problem with an outboard, a repair should not be attempted...)

3. Matters arising:

- On the matter of use of patrol boats, maximum capacity, etc. Rod asked that his view be noted that he believes having two patrol boats (rather than one) at Lapwing is ideal and also that the weight being carried by patrol boats (people and equipment) is relevant is assessing safe capacity, not just the number of people.
- In respect of VHF radios, Angela noted that BSC has been liaising with the Stiffkey Cackle Club and they are aware of the frequency we operate on. Liaison between Race Officers, via radio, on racing days is helpful and should be added to the Race & Event Officer Guidance Notes when they are next updated. **Action: Andrew**
- It was clarified that we should obtain a licence for each radio. **Action: Rod**

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. Simon also discussed the matter with the Blakeney Harbour Room but they feel they do not have the space. **Action: Simon**
- 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**

4. Commodore's Report

Angela reported as follows:

- Charles Tyndall, President of the Cackle Club, has written to express his club's thanks for the combined race and barbecue on 3rd September.
- It had been good to see a number of BSC members at Joy Perryman's funeral. It was Joy who first set up the provision of coffee and snacks at the clubhouse and she remained its mainstay for many years.
- Angela noted that she had written to Caroline Strickland to let her know how well Paul's Laser has been used over the season.
- The Club enjoyed a good fun week, particular thanks to Sean for his organisation of several events – especially the Laser relay race round Juno!
- Angela had thanked Steven Chase for his assistance during the Regatta races. He had replied that he enjoyed it and would be very happy to help again.

- Formal thanks to Amy for her work on marketing BSC, especially for getting some reports into local papers.
- Dylan's drysuit has started to leak and he has been borrowing the club's one. It was agreed to offer the club's drysuit to Dylan for £50. **Action: Angela**

5. Vice Commodore's report

John S had nothing to report under this heading.

6. Rear Commodore (Racing) report

Andrew reported as follows:

- Once the season is complete I will carry out a review of the racing programme for presentation at the AGM as normal. This will then be used by the Sailing Sub-Committee as input in drawing up next year's programme.
- **Cockle Event:** A joint sailing event was held with the Stiffkey Cockle Club on 3rd September starting from Lapwing with them sailing for their Admirals Plate and club members sailing for the Hospital Cup. An excellent social was held at the Harbour Rooms afterwards. I think this format worked well and should be repeated next year.
- **Blakeney Regatta:** This year's regatta held over the August Bank Holiday weekend was badly affected by the weather, with the first day having to be postponed. This meant that the second day had to be held on a week day, when many sailors were unable to attend. A total of 35 boats sailed on the first day, which is similar to last year. Only 12 boats sailed the second day reflecting the revised date and strong winds on the day. The traditional regatta course starting and finishing in the Cut was used for both days. I think that overall the Regatta was a success and many thanks to Simon Hibberd and Alan Collett for running this event.
A number of alternative options were discussed with the aim of making the Regatta: popular with entrants, a spectacle, fairer for slower boats, etc. More thought will be given to this over the Winter. **Action: Sailing Sub-Committee**
- **Cockle Handicap:** The Cockle times at the combined event and the first day of the regatta were recorded on to try and establish a better handicap for next year. The Sailing Sub-committee will review this analysis to see if the regatta start times need adjusting.
- **Race Officers:** Following the training by John Myers we now have 18 approved Race Officers. It is important that we maintain these skills and are not dependent on John. I have discussed with him and we have agreed that for next year the majority of the race days should be rostered to these members. They will also need to take responsibility on the day and for the results. John is happy to support them as an assistant. He will continue his role as Principal Race Officer, taking an overview and carrying out additional training.
Angela will invite (particularly new or potential) Race Officers and Patrol Boat helms/crew to familiarise themselves with Lapwing, when she is ashore at George's yard. **Action: Angela**
- **NWNSA:** I attended the NWNSA meeting on behalf of BSC on 11/10/2022. There was a lot of discussion regarding the format of the event given the poor attendance this year. Ideas included low cost camping, reducing the number of venues, better advertising and lower number of races to qualify for the weekly prizes. The proposed 2023 date for BSC hosting is Saturday 5th August. The HW time is approximately 10:00hrs and a height of 9.3m, so this looks good for us. This is the last day and will therefore include the overall prize giving, however NWNSA are happy to pay for hire of the Blakeney Hotel (or elsewhere).

Andrew also reported on the results of the Volunteer Survey which was carried out early this year, see Appendix A. The reports proposals were discussed and the following actions were agreed:

- Include race training days in the sailing programme. **Action: Andrew**

- Continue to provide informal training for club members to be provided by Terry Cottle on request.
- Set up a WhatsApp group for volunteering (work parties, etc and also for filling duty slots at short notice if necessary) **Action: Jane A**
- Ensure that members doing duties are well-used and manning levels match needs.

7. Rear Commodore's Report (Flotilla Sailing)

Sean was unable to attend the meeting but sent the following report:

- There have been three expeditions since our last meeting on 2nd September: 28th September and 2nd October plus yesterday which Andrew kindly agreed to lead. Alan C lead the event on 2nd September when I was away.
- Those three events were well reported on the Face Book page and involved a total of 17 boats, 27 people and one Labrador. The value of the patrol boat presence was highlighted by the attention and encouragement paid to less experienced sailors, along with the capacity to convey refreshments for the single handers.
- Eleanor and David will cover the final outing on 28th October as I will be away. Many thanks to them.

8. Bosun's Report

Rod reported as follows:

- One of the club VHF radios has stopped working and has been replaced under warranty.
- The patrol boat Hereward's Wake had developed a leak. Rod is trying to locate it.
- John S has asked Henry Archer to lift Lapwing in early November. Henry has confirmed he will use his trailer to recover Lapwing and transport her to George's yard. He will then unload and prop the boat for a total cost of £375.
- In respect of the club's own trailer (in early stages of construction) we still need to decide whether to plan for it to go in the water or not. **Action: Equipment Committee**

9. Treasurer's Report

Alan C circulated the following report ahead of the meeting:

Money in the accounts as of 12 October 2022

Barclays Business Account Balance to date			£2,860.37
Barclays Business Savings Account Balance to date			£20,773.50
			£23,633.87

- Patrol Boat budget £4,095
- Duties paid £4,170
- Patrol boat training £150
- Deliberations of Finance Committee 1 September 2022:
All membership fees for 2023 to remain as 2022 except addition of:
 - Young Adult (18-30 yrs) in full time education – Racing FREE
 - Young Adult (18-30 yrs) in full time education – Non-Racing FREE
 - Daily Temporary Membership £5
- The committee agreed to put the above proposal on subscriptions to the AGM.
- Blakeney Regatta entrance fees in 2022 amounted to £260. In light of the last committee meeting, the finance subcommittee would like to recommend that £100 be donated to the Wheelyboat Trust. This was agreed by the committee **Action: Alan C**

- There was discussion about ways of bringing the sailing regatta closer in some way to Blakeney's Greasy Pole and Rural Sports Regatta (as was the case many years ago). It was agreed to discuss this with the (non sailing) Regatta Committee. **Action: John S**

Transactions since the last meeting (14 August):

	Receipts	Payments
Sale of Lapwing	100	
Fuel for patrol boats		206.51
Donations (19.3.22 from Poppy)	20.00	
5050 Club	550.00	550.00
Trophy engraving		70.00
Membership	30	
Advertising in Yearbook (and postage)	230.00	3.30
Int 14s	105.00	
Morston Regatta	205.00	
Curry Night	432.50	432.50
BBQ Harbour Room (Cockle Cub were guests)	556.00	504.00
Patrol boat helm & crew (inc backdated claim)		2,030.00
Hauling out Lapwing & transport (£350)		Not yet paid
Website maintenance since April		120.00
For end year accounts, an estimate of the value of 11 moorings in the Pit		
For end year accounts, an estimate of the value of 3 moorings in the Cut		
Room Hire at Harbour Room (x3) meetings		30.00

- The committee agreed that the moorings should be included in the list of assets in the end of year accounts but not to allocate a value to them.
- The club slipway is in need of some repair. It was agreed to ask Simon Strong to look at the slipway again and to quote for the work. **Action: John S**
- Alan C presented the draft Payments and Receipts accounts to the committee which are now ready to go to David Sidgwick, the accounts reviewer. (See Appendix B)

10. 2022 AGM Preparation

- The 2022 AGM will be held at 3pm on Saturday 26 November at the Blakeney Harbour Room. The formal notice of the AGM (which will invite agenda items from members) will be sent to all members 28 days before, ie by 29 October. We also need to check that we have a booking with the Harbour Room and that they can provide more seating. **Action: Jane A**
- Items which will be put to the AGM, in addition to the regular Club Officers' reports are:
 - The proposal to keep subscriptions unchanged (apart from the suggestions made by the Finance Sub-Committee, see (9) above.
 - The proposal to appoint George Harcourt as Trustee following David Woodcock's resignation.
 - An amendment to the Constitution to provide for Trustees to retire automatically on their 80th birthday.
 - A further minor amendment to the Constitution to update the names of membership categories in line with MemberMojo and the BSC website.
- Jane A noted that she had asked all existing Officers and Committee members whether they are prepared to stand again for election at the AGM. A small number of confirmations are still

awaited. So far the only reported change is that Flo has said (some months ago) that she would like to stand down as Membership Secretary and Trish Moore is prepared to stand for this post.

- Jane A also noted that, on checking the Constitution, it appears that our practice of asking for a proposer and seconder for each post is unnecessary as the Constitution entitles any retiring member to stand, automatically, for re-election at the AGM. Any new individuals standing for election, do need to be proposed and seconded.

10. Dinghy Park Management

John S reported as follows:

- Boats are beginning to be moved off the dinghy park.
- The annual Carnser clear up will be held on the first Sunday in December (4th December).

11. B3CT & Sediment Watch

John S reported as follows:

- The B3CT is focussing on the repairs to the corner of Carnser and has submitted two funding bids to the Norfolk Community Foundation which they process for the Sheringham Shoals Community Fund and Prohelp, an organisation providing technical expertise.
- Sail the Wash are surveying all harbours along the north Norfolk coast to assess the degree of sedimentation.

13. Water Safety Group

As Sue (BSC's representative on this group) was unable to attend the meeting, this item was carried forward to the next meeting.

14. Secretary's report

- Jane A reported that she would like to stand down as Secretary to the club at the 2023 AGM (ie she's happy to stand for election for a further year).

15. Membership Secretary's report

No report at this meeting.

16. Marketing report

- Amy was unable to attend the meeting but Alan C noted that the BSC Instagram account now has 1000 followers.

17. Social Programme

Jane B was unable to attend the meeting but provided the following report:

- We had over 30 members attend the curry night and presentation of trophies on 20 August, here at the Harbour Room.
- I am looking at holding another Fish & Chip supper in aid of the RNLI in November and a Winter Series starting in December. There was further discussion of the Winter Series given the difficulty, post Covid, of turning up at pubs without booking. It was agreed to try holding the first one or two at the Harbour Room where there is plenty of capacity and food is available without pre-booking on certain nights (curry on Thursdays and fish & chips on Fridays). **Action: Janes B & A**

18. Any Other Business

- Alan C noted that Carl is stepping back from the hands on management of the Harbour Room and Paul Cowell will be the principal contact from now on. It was agreed we should make contact with Paul and check that our bookings are still in place. **Action: Jane A**

Dates for next meetings:

AGM Saturday 26 November (3.00pm)

Saturday 26 November (to follow the AGM)

APPENDIX A

Analysis of BSC 2022 Volunteer Survey Results Feedback

The survey indicates many positives, for example it is noted to be a welcoming and friendly Club. There are several comments that would come under the heading of welcoming some tuition. It indicates a willingness and enthusiasm for members to help which we need to tap into. The following is a summary of the main findings/suggestions for improvement from the survey (see spreadsheet for full responses) and proposed actions to address.

1. Are you content with Blakeney Sailing Club?

No issues identified.

2. How could it be improved?

Provide training for beginners? Basic training? RYA courses or equivalent? Tips on the water?

Action – Look at providing informal training days in basics using experienced helms.

Action - Look at using a qualified RYA Instructor to run courses at the club.

Action – Rota informal training days in next year's schedule.

3. Do you feel involved / welcome to join in with the activities?

Volunteer rota? Advertise volunteer roles? Advertise informal duties e.g. Regatta etc.

Action – Volunteer rota for work parties

Action – Advertise ad-hoc duties e.g. Regatta

Action - WhatsApp group for "duties at short notice"

4. Do you feel welcome to participate in the routine running of and organisation of the club?

No issues identified.

5. Do you feel welcome to attend the regular committee meetings?

No issues identified.

6. Would you like to take an active part in any of the above possibilities?

Need to ensure members doing duties are well used e.g Patrol Boat duties can be boring just sitting in the boat?

Action – Ensure that PB/RO duties are better defined and manning levels match needs.

7. Comments (please use this space to say what you would like to see included)

Responses indicate members willing to assist with duties/work parties, including recent retirees. Are we fully utilising them?

Action – See Item 3 above.

APPENDIX B

BLAKENEY SAILING CLUB				
Receipts & Payments Account				
For the year ending 30 September 2022				
2021	INCOME			2022
£	£		£	£
		Club Sailing Income		
	8820	Subscriptions	9270.00	
	1370	Racing Fees	836.90	
	(15)	Social Function	(187.80)	
10175	<u>0</u>	Club branded clothing	<u>0.00</u>	9919.10
		Club Donations Income		
	1010	Net additions to 5050 club	1150.00	
3335	<u>2325</u>	Donations	<u>1149.00</u>	2299.00
		Other income		
	2	Bank interest received	9.02	
	1260	Yearbook advertising	1485.00	
1262	<u>0</u>	Sale of Old Lapwing	<u>1.00</u>	1495.02
<u>14772</u>		Total Income		<u>13713.12</u>
		EXPENDITURE		
		Boat Expenditure		
	3206	Patrol Helm & Crew Charges	4170.00	
	0	Purchase of new Lapwing	7448.21	
	207	Outboard servicing & repairs	586.54	
	275	Buoys, shackles & mooring swivels	179.04	
	739	Club Boat Repairs (2022 new Laser 4.7 rig)	365.00	
	302	Fuel Costs	468.42	
	130	Patrol Boat training	150.00	
	522	Radio, Race watches, flags & Megaphone	532.90	
	607	Race Hut + Flag Pole repairs	27.45	
	212	Patrol Boat repairs	210.94	
	395	Club Camera & waterproof bag	31.17	
	108	Racing Rules Talk Equipment	0.00	
	0	First Aid Kit	85.39	
	0	Lapwing Maintenance	141.88	
6703	<u>0</u>	Lift Lapwing out for winter storage	<u>525.20</u>	14922.14
		General Expenditure		
	1506	Club Insurance	1427.52	
	109	Postage & Stationary	42.90	
	0	Committee meeting costs	117.50	
	0	Prizes & Prize Giving	450.40	
	104	Trophy Engraving	70.00	
	519	Internet, Website, Dutyman & Zoom	826.19	
	148	Micellaneous	47.98	
3102	<u>715</u>	Yearbook design & printing	<u>853.00</u>	3835.49
		Club Donation Expenditure		
	314	Sim Posts renewal Contribution	0.00	
	355	RYA & BHBA	375.00	
	150	RNLI donation	270.00	
819	<u>0</u>	Dinghy Park Voluntary Donation	<u>25.00</u>	670.00
<u>10624</u>		Total Expenditure		<u>19427.63</u>
		Excess of Payments over Receipts for the year		<u>5714.51</u>
<u>4148</u>		Excess receipts over payments for 2021		
25065		Bank Balances at 1 October		29213.38
		Decrease in Bank Balance for 2022		<u>5714.51</u>
4148		Increase in bank balance 2021		
<u>29213</u>		Bank Balances at 30 September		<u>23498.87</u>