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| **Role** | **Name** |
| Junior Parent Rep | Andrew Isherwood |
| Vice-Captain Men | Ben Hopwood |
| Welfare Officer  | Claude Chiplin |
| Treasurer | Danny Skillman |
| Social Secretary | Georgie Moore |
| Vice-Captain Women | Helen Gray |
| Vice Captain Adaptives | Ian Pigrim |
| Vice-Captain Junior | Mark Rawlinson |
| Captain | Mike Spruzs |
| Chairman | Paul Woowat |
| Safety Adviser | Rachel Morris |
| Secretary | Richard Warne |

 **Present**

**In attendance**

Robert -manager of the River Wey and Dapdune Wharf for the National Trust.

**Apologies**

Boatswain John Redmond

**Minutes**

1. It was agreed that Helen would Chair the meeting.
2. Robert manager from the National Trust joined the meeting to update the committee on progress for the dam repair. Key points were –
	1. GBC and NT were working as partners to establish a repair ahead of the boating season in April. For Robert it was key to restore levels before Easter.
	2. The repair was complex. A temporary repair consisting of a coffer dam would be put in place for up to two years until a permanent repair could be completed. Total costs likely to exceed £1m.
	3. Original plans by selected contractor failed category three assessment which recommended deeper piling, so a new contractor was being employed who could pile deeper. It was hoped that a meeting scheduled for Thursday 6th Feb would approve this way forward, allowing the NT to appoint the new contractor to be appointed early the following week.
	4. The contractor indicated that it would take three week to prepare a new design package. This would need to be approved again by GBC as well as be approved by the Environment Agency.
	5. Once approved the contractor felt that the work to put in place the temporary dam would be 2 weeks.
	6. In addition repairs to the bank would need to be made and these had not been planned as the focus was on the dam repair.
	7. River levels should be restored to the previous range.
	8. The permanent structure would need to be built in the following two years – which will necessitate that the river may be dropped to a lower level one more time – but hopefully for a relatively short period whilst the area is assessed around the dam.
	9. Safety remained paramount and so the timetable was not set in stone. Robert would push hard to have this done by early April but there remained significant risks to the timetable.
3. The committee confirmed that we should apply for music licence - quote of £452.11 based on the need to have both a PPL and PRS licence. The PPL licence (PPLPP223) cost is £134.63 plus VAT and the PRS (tariff JMC para 3.2.4) is £242.13 plus VAT. Richard was asked to contact the authority.
4. Equipment proposal from CandC – there being no final proposal the matter was delayed until the next meeting. The Captain agreed to schedule a follow up CandC meeting.
5. The paper prepared by Andrew on governance (Appendix 2) was discussed and Andrew circulated a summary paper. The meeting was interested in the idea and felt that it had significant merit allowing for greater focus on areas with the potential to get greater involvement at subcommittee level. There were a number of specific questions and comments on the paper and Andrew asked for specific feedback to be given back to him within a week.
6. AGM – given the discussion on structure as well as uncertainty on the river it was agreed that the AGM may be better delayed until May when both issues would be clearer. It was confirmed that this would require membership year to be extended and ClubHub would need to be adjusted. Andrew suggested moving the meeting to another day that people may find easier to attend and Michael suggested that we issue a poll on Spond to see what the preferences might be from club membership.
7. Chairman’s Remarks

So I ask the question – why are we all just beating each other up in our efforts to manage a rowing club? We all joined a rowing club to go rowing or to encourage our juniors to go rowing. We then offer the club our help for free, so why is it no longer an enjoyable experience?

The reason is simple – the committee is too large. There is a very good report that tells me 7 is the ideal number for any committee, or 8 max. A bigger number and the team will fragment into different factions.

Andrew has kindly produced a paper for this committee’s consideration, to look at how we can re-structure to enable efficient club management.

I will also provide my proposal for structural change so hopefully we can have a clear concise discussion on the subject and agree a way forward in time for the March AGM.

1. Captains Report **(information/discussion)**
2. Rowing **(information)**
	1. *Women’s Squad*
	2. *Men’s Squad*
	3. *Adaptive Squad*
	4. *Junior Squad*
	5. *Intermediates and beginners*
3. Boats and Equipment **(information)**
	1. I am not getting any reports of damage to boats at the moment. Seems a bit hard to believe and I guess we’ll have to check the fleet when it all returns to the club.
	2. Hole beneath landing stage. Unless anyone else has other ideas I’m going to have a go at filling the void with a sand/cement dryish mortar probably starting next weekend. I’ve been away the last couple of weekends. **The committee agreed to this and thanked John for his efforts on this.**
4. Reports of Committee members
	1. **Social Secretary –** proposed dates for upcoming events
		* 7th March, 2020 – Spring Fling?
		* 23rd May or 30th May, or 27th July, 2020– Summer party
		* Georgie said she would circulate a set of proposed dates.
	2. **Treasurer**

I’ve left key figures out of the forecast as they are still up for discussion:

Subs:

1. We must consider postponing subs collection due to lack of river facilities.

2. We must consider what level of subs to recommend due to the lack of rowing available since November and future restrictions.

3. We might consider a rebate on subs paid so far.

Equipment:

1. I have only seen a draft proposal from the C&C. Both the content and the figures appear to be under discussion.

Facilities Development:

1. The land purchase does not appear to have progressed and the terms agreed by the Committee.

As you will see it will cost £23,000 just to stand still over the next FY. We could cover these costs with subs reduced by 50% but this assumes everyone will stay! A way of doing this might be to ask for 50% on 1 April and the remaining 50% when normal rowing returns. This option would not necessarily put equipment and land purchase on hold as we have enough in the current account to cover both, without touching the savings.

* 1. **Welfare**

1. Theft incident at George Abbott by two Juniors captured on CC TV in November has now been concluded successfully. Mark Rawlinson communicated a letter of apology immediately to the school and liaised with the two Juniors concerned and their parents. C Chiplin liaised with BR for advice after discussion with MR on what had happened.CC spoke with Matt Goulborn at George Abbott to ask how he would like the issue resolved and he (as did we) saw this as an opportunity for the Juniors to learn; letters of apology have been written by the Juniors involved to the Catering Manager.

2. Rich Mattos has booked on Active Surrey’s Safeguarding Course-Dan Wood and Neil Hilton to confirm.

3. Roger Everington in the process of being DBS’ed-Safeguarding to follow.

* 1. **Membership (information)**

Current membership stats off club hub

* Juniors – 104 (55 JW and 49 J)
* Seniors – 90 (including two Adult learn to row) (34 women and 56 men)
* Adaptives - 6
* Junior adaptives - 3
* Total rowing members 203

Non rowing coaches, cox, social 20

Life members 6

We also have a further 16 junior beginners that are the remaining junior beginners who have not paid that Paul is chasing. These were from the original 40 on Danny’s course that were recorded off the system until now. It is not clear how many of these if any will join.

* Next committee meeting 4th March

Proposed AGM date TBA

***Annex A: Feb summary accounts AND Budget analysis***



***Appendix 2- Governance paper***

***See attached pdf file***