



# Chelsea Kayak Club

**Minutes:** Annual General Meeting, 28<sup>th</sup> February 2012, 7.45pm – 10.30pm

**Location:** World's End Residents Association Clubroom, 16 Blantyre Street, World's End Estate, London SW10

**Attendees:** Andy McMnamin (current Chair), Phil Cumming (current Membership Sec), Geoff Campbell (current Treasurer), Jacqui Marsh (current Kit Officer), Miranda Kronfli (current Training & Safety Officer), Judes Armstrong (current Cremorne Liaison Officer), Richard Bate, Richard Hilson, Philippe Mollaret, Keith Diamond, Kate Peel, Cynthia Robinson, Martin Sharpe, David Noakes, Tom Watson, Gieve Momtahan, and David Townsend (Toons).

#	Agenda Item
1	<b>Apologies</b>
	Apologies were received from Jacquelin Magnay, Fiona Gooch, Olwen Ross, Ann Gales, and Izzy Kamiński.
2	<b>Chairs report / summary of year</b>
	<p>Andy welcomed everyone to the Club's second AGM. It had been a successful year as demonstrated by a significant growth in membership and diverse number of trips which had taken place – in addition to the regular Thames sessions on average there was something going on at least every month (around 20 trips in total took place during the membership year).</p> <p>The relationship with Cremorne continues to be positive and mutually beneficial. This relationship would become increasingly important as Cremorne transitioned to an employee led mutual (see October 2011 Committee minutes) in the spring / summer of 2012.</p> <p>He thanked all the existing Committee as well as personally thanking key individuals who had done more than their fair share of supporting the Club over the past year, notably: Stuart Bain, Kate Peel, Olwen Ross, Richard Bate, Keith Diamond and Toons.</p>
3	<b>Reports from Committee Members</b>
	<p>A summary from existing Committee Member's follows:</p> <p><b><u>Membership</u></b></p> <p>Phil reported that the Club finished the year with 65 paid up members. Gender ratio was 63% male to 37% female – slightly higher than the average BCU affiliated club. 83% of members are Full Members.</p> <p>Phil also reported that the new online membership form with PayPal functionality launched during the year and seemed to be successful. This would be updated and re-launched to each member to confirm any changes in their personal details for the new membership year. Many thanks to Toons for enabling this to happen.</p> <p><b><u>Finances</u></b></p> <p>Geoff presented the Club accounts and the Club finished the year with a little over £900 in the bank after all other expenditure had been taken into account. Total income was a little over £5,500 and total expenditure was a little over £5,600 so overall the Club made a loss of around £75. The summary to the end of January 2012 follows these minutes.</p> <p>It was noted that £2,500 will become due on the 1<sup>st</sup> April for continued usage of Cremorne's facilities including storage of Club assets.</p>



	<p><b><u>Kit</u></b></p> <p>Jacqui provided an overview of current Club kit and major purchases and issues during the year. The lack of storage for items such as helmets, BAs, decks and paddles (raised at the previous AGM) had been resolved with the acquisition of a locker which is located outside the boiler room in the boat store. Other major purchases during the year were the Club trailer (now stored at the Hurlingham Yacht Club) and an Old Town Penobscot 164 Open Canoe. A Trailer Usage Guide was in preparation. Thanks were given to Stuart and Kate for all their hard work in refurbishing the trailer.</p> <p>Jacqui had reviewed the situation for torches and noted that improvements needed to be made. Regular Thames paddlers were encouraged to purchase their own torches.</p> <p>Ongoing keel problems were noted and she thanked Geoff who was going to take all the boats up to Valley to undertake various repairs. Jacqui also stated that a Kit Booking Book was now available and is kept in the Club locker – everyone borrowing kit / equipment should make sure they record any items borrowed and returned in this book.</p> <p><b><u>Training &amp; Safety</u></b></p> <p>Miranda gave a summary of all the training that had been available to Club members over the past year, including the Mayor funded Level 1 Coach course. It was noted that there was more Mayor funding available which had to be applied for by the end of March.</p> <p>Members were encouraged to continue to attend pool sessions. Sessions had been running at Southfields and people can attend the open pool session at Clapham.</p> <p>Miranda also said that she had prepared a “CKC Back Fit” Guide for members to ensure that kayaks were lifted safely – this is available on the CKC website. Trip safety documentation was in preparation.</p> <p><b><u>Cremorne Liaison</u></b></p> <p>Judes said that Andy had covered most things about Cremorne in his opening speech. She said that Geoff had been elected as the new Chair of the Friends of Cremorne.</p> <p>Judes also reported that Cremorne would also welcome volunteers to help out on the water – individuals had to be working towards Level 2 Coach and 4 Star and have a valid CRB. Volunteers would be eligible for a grant, either £300 towards training or £400 towards kit.</p> <p><b><u>PR and Marketing</u></b></p> <p>No report was provided in respect to PR and Marketing as John was not present.</p> <p><b><u>Socials</u></b></p> <p>No report was provided in respect to socials as this position was removed during the October 2011 Committee meeting.</p>
<b>4</b>	<p><b>Approval of Accounts</b></p> <p>The 2010/2011 Club accounts were confirmed as being correct following a review by Richard Bate.</p> <p>Richard Bate was nominated as Honorary Auditor again to examine the 2011/2012 Club accounts to ensure that they are correct. The Club accounts were approved subject to audit.</p>



<b>5</b>	<b>Matters arising from previous minutes</b>
	<p>66 actions were raised during the 2011/2012 membership year by the current Committee. 19 actions remain open of which 4 can be considered ongoing.</p> <p>The two actions raised at the previous meeting and were completed during the year as follows:</p> <ul style="list-style-type: none"><li>• Obligations regarding Borough and Sport England funding had been discharged – reports had been prepared and had been acknowledged by the respective funding bodies; and</li><li>• The Club had purchased a trailer which had been refurbished and was now stored at the Hurlingham Yacht Club</li></ul>
<b>6</b>	<b>Review of Club membership fee</b>
	<p>Proposed revisions to the Club membership fee had been circulated with the October Committee minutes. The current structure is as follows:</p> <ul style="list-style-type: none"><li>• Full Membership – £75</li><li>• Basic Membership – £25</li><li>• Plus £2 (for any individuals who are not members of the BCU in their own right also pay an additional £2 capitation fee for insurance purposes)</li></ul> <p>It was proposed that all CKC members would automatically become a member of the Friends of Cremorne Riverside (FOCR) which represents the users of the Centre. FOCR membership is £10 per year so the CKC membership would increase by £10 and would be payable direct to the FOCR (not the Centre itself). The new fee structure for 2012/13 would therefore be as follows:</p> <ul style="list-style-type: none"><li>• Full Membership – £85</li><li>• Basic Membership – £35</li><li>• Plus £2 (for any non-BCU members)</li></ul> <p>After a short discussion the new membership structure and fees for 2012/13 were approved. Andy restated the importance of having as many people as possible to join / renew as Full Members in order for the Club to meet its financial commitments on the 1<sup>st</sup> April.</p>
<b>7</b>	<b>Motions for consideration by Members</b>
	<p>Andy asked if anything had been proposed by members for consideration at the AGM.</p> <p><u>Thames Sessions</u></p> <p>Martin Sharpe had raised an issue / concern with limited slots being available for Thames sessions. He proposed creating a rota for Thursday paddles or longer advance bookings so more people have a chance to come along during popular times. A brief discussion took place regarding Thames sessions and it was determined that in the main there was generally sufficient slots available for members. Two issues were acknowledged: the lack of 4 Star approved leaders to enable weekly Thames sessions to happen, and people dropping out at the last minute without sufficient notice given to enable others to take their slot. It was agreed that the new Committee would keep an eye on the Thames sessions and introduce revised arrangements as appropriate.</p>



	<p><u>Club Constitution</u></p> <p>To allow the Committee to make changes to its structure during a membership year as appropriate Andy proposed the following amendment to the CKC Constitution (Clause 8.4) from:</p> <p><i>"The Club Committee shall comprise Chairperson, Membership Secretary, Treasurer, Training and Safety Officer, Kit Officer, and Social Secretary."</i></p> <p>To</p> <p><i>"The Club Committee shall comprise Chairperson, Membership Secretary, Treasurer and other posts as deemed necessary from time to time by the Club Committee."</i></p> <p>This motion was carried.</p>
<b>8</b>	<p><b>Election of new Committee Members</b></p> <p>Nominees: Jacqui Marsh (Chair), Phil Cumming (Membership Secretary), Geoff Campbell (Treasurer), Gieve Momtahan (Kit Officer), Miranda Kronfli (Training Officer), and Keith Campbell (Safety Officer).</p> <p>Geoff Campbell would act as Cremorne Liaison in his capacity as Chair of the FOCR.</p> <p>No other nominations were received prior to the AGM. On election of all the nominees to the Committee for 2012/13 – all were duly elected.</p> <p>The positions of Trip Coordinator and PR and Marketing Officer remained vacant and would be put out to the Club to seek interest in filling these positions.</p> <p>A note of thanks was given to Andy, Judes, John and Katie for all their work on the Committee over the past year. Andy in particular was given a special note of thanks given his role as Club Chair since the Club's inception 2 years ago. Toons was also thanked for his continued support to the Club in respect to the website.</p> <p><b>Post AGM Note:</b> Ann Gales was elected as Trip Coordinator and Tom Watson was elected as PR and Marketing Officer following the AGM.</p>
<b>9</b>	<p><b>AOB</b></p> <p>No specific AOB matters were raised – Geoff reminded everyone of the upcoming joint Battersea and Chelsea surf trip in April.</p> <p>Meeting closed at 10.30pm and attendees adjourned to help load boats onto the trailer ready to be taken up to Valley the next day and then to the Lots Road Pub.</p>



**Chelsea Kayak Club**  
**Profit & Loss**  
**March 2011 through January 2012**

	<u>Mar '11 - Jan 12</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Club training course	136.41
Equipment hire	330.63
Membership Dues	3,848.81
Pub Quiz	413.93
Xmas party	840.00
<b>Total Income</b>	<u>5,569.78</u>
<b>Expense</b>	
BCU fees	305.50
Cremorne Rental	
Training	360.00
Cremorne Rental - Ot...	2,050.00
<b>Total Cremorne Rental</b>	<u>2,410.00</u>
Donation	180.00
Kit	1,566.26
<b>Supplies</b>	
Marketing	5.47
<b>Total Supplies</b>	<u>5.47</u>
Trailer Storage	390.00
Xmas expenses	789.50
<b>Total Expense</b>	<u>5,646.73</u>
<b>Net Ordinary Income</b>	-76.95
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Other Income	0.97
<b>Total Other Income</b>	<u>0.97</u>
<b>Net Other Income</b>	<u>0.97</u>
<b>Profit for the Year</b>	<u><u>-75.98</u></u>