



Minutes: Annual General Meeting, 24th February 2015, 7.30pm to 9pm

Location: Upstairs Room, The Windsor Castle, 23 Francis Street, Victoria, London, SW1P 1DN

Attendees: Neil Simpson (current Chair), Phil Cumming (current Secretary – Interim), Dan Kennedy (current Treasurer), Alex Hester (current Kit), Izzy Kaminski (current Training), Rob Horton (current Trips), Christoph Merdes (current Trips), Jacqui Cumming, Janice Barrett, Jonathan Oliver, Miranda Kronfli, Tim Mansell, Philippe Mollaret, Richard Hilson and Mattias Altin.

#	Agenda Item
1	Apologies
	Apologies were received from: Olwen Ross, Jonathan Theobald, Gieve Momtahan, Amanda Littlecott, Judes Armstrong, Dave McCormick, Georgina Jackson, Richard Gooderick, Lorna Campbell, Rob Davis, and Mike Faxholm.
2	Chairs report / summary of year
	<p>Neil welcomed everyone to the Club's fifth AGM and opened the meeting – it was great to note that the venue (formerly known as the Cardinal) was where the Club had held its very first meeting 5 years ago.</p> <p>There were no matters arising from the minutes of the previous AGM and accepted as a true record.</p> <p>It had been another really successful year. Our membership numbers had increased significantly particularly as a result of the skills days at Shepperton. The Club had held its 200th Thursday Thames Session, had run regular Tuesday sessions and held weekend Thames sessions most months. The Club had also had a number of successful trips – including more weekend trips than usual (Gower, Skomer, Anglesey, Farne Islands, etc) as well as longer trips to Kilchoan, the Great Glen and Sardinia. And of course the installation of new and much needed lighting in Arch 2 courtesy of Dave Tuttle!</p> <p>Neil brought attendees up to speed on discussions with Brentford FC Community Sports Trust which runs Brentford Boating Arch and is the Club's landlord. The Club was in the process of agreeing new terms and its future seemed secure at BBA for the foreseeable future and it looked like there would be improvements to the boat racking arrangements in the more immediate future. The Club would also be moving from a price 'per member' payment structure to a fixed annual fee of £2,500.</p> <p>Neil thanked all the existing Committee as well as thanking key individuals who had done more than their fair share of supporting the Club over the past year, including: Dave Tuttle, Vern Smith, Miranda Kronfli, Jacqui Cumming, Geoff Campbell, Olwen Ross, Rob Davis, Mike Faxholm, and Toons.</p>
3	Reports from Committee Members
	<p>A summary from existing Committee Member's follows:</p> <p>Membership</p> <p>Phil reported that the Club finished the year with 82 paid up members (Post Meeting Note: we actually finished the year with 84 paid up members). Gender ratio was 56% male to 44% female. 87% of the Club were Full Members.</p> <p>A new online membership system had been introduced during the year which had massively improved admin headaches. The system had generated reminders – and 13 individuals had renewed already and the year was not (quite) over. During the year, the Club had also managed to negotiate a 60% reduction on its PayPal fees too.</p> <p>The major priority for the year was to meet its Sport England funding obligations. Our goal was to increase overall participation by 47% from 68 to 100 – which includes an increase on membership to 80. Our overall participation actually increased by 48.5% and our membership increased to 84.</p>



Finances / PR and Marketing

A summary of accounts had been circulated before the meeting (see Appendix 1). Dan talked them through and clarified what expenses had been incurred over the year, and the different items making up the income, such as membership fees, guest fees, etc. Main expenditure items during the year had been BCU fees, BBA usage fees, kit rack and Arch 2 lighting (of which two-thirds would be recovered by Edge and Active 360).

Dan had adjusted the profit to take account of the fact that we'd allowed people to join in January and February and carry over to the 2015/16 membership year (10 individuals) and renewal monies received in the last few days (13 individuals). Adjusted net profit was calculated to be in the region of £1,750.

Dan also provided a brief overview of PR and marketing activities / initiatives during the year.

Kit

Alex provided a brief overview of current kit issues – noting that he had only taken over from Jacqui mid way through the year.

The trailer had been serviced and a new wheel purchased – the servicing company had advised that we keep the existing braking system for legal reasons. A guidance sheet would also be produced on boat loading. Other improvements to be discussed with the new committee was a possible extension to the coupling and installation of a kit box on the trailer.

Alex said he was organised two kit days in March – the first being on the 14th March for cleaning and the second on the 28th March for maintenance.

Alex had also been doing some space planning on behalf of BBA to see what could be done to reconfigure Arch 2 and improve storage and racking of boats and equipment. He was confident that we could easily get 20 sea kayaks plus our kit in one quarter of the arch with improved access (in and out).

Earlier in February we conducted a trial of an LED flare (along with other navigation lighting) with the PLA and RNLI.

Training

Izzy gave a brief summary of training activities during the year. The main focus has been on the skills / introduction to kayaking sessions which had run at Shepperton – 5 in total during the year.

Other training included VHF, Outdoor FA, and FSRT. Other training had happened (e.g. 4 Star Training) but individuals had simply organised this themselves and the Club had had no direct involvement.

Trips

Rob and Christoph provided an overview of the trips that had happened during the year (i.e. not Thames sessions).

Six weekend trips had taken place (2 x Gower, Skomer, Anglesey, Dorset and the Farne Islands) as well as three longer trips (Kilchoan, Great Glen, and Sardinia). At least 4 Club organised day trips had also taken place – there would be a renewed focus on day trips going into the next membership year.

Christoph also said that he had been maintaining the Thames Leaders rota to ensure Thames Sessions were sufficiently covered. The Club had held its 200th Thursday Thames Session during the year.

Tuesday Sessions ran regularly between July and October and were continuing to run based on leader availability and demand. Weekend sessions on the Thames had run pretty much each month including a fireworks paddle down to Battersea Park in November.



	A number of trips were already organised or planned for next year, including Kilchoan and Northern Ireland (a Club first!). Alex's London to Land's End journey would continue with opportunities to join him on his paddles. A club circumnavigation of the Isle of Wight is planned for August.
4	Approval of Accounts
	Izzy Kaminski had previously confirmed the 2013/14 Club accounts as being correct following a review. Izzy was nominated again as Honorary Auditor to examine the 2014/15 Club accounts to ensure that they were correct. The Club accounts were approved subject to this review.
5	Matters arising from previous minutes
	There were no matters arising from previous AGM minutes.
6	Review of Club membership fee
	<p>It was agreed that the Club's membership fee structure for 2015/16 would remain unchanged at:</p> <ul style="list-style-type: none"> • Full Member - £85 • Basic Membership - £35 • Plus £2 (for any individuals who were not members of the BCU in their own right as they need to pay an additional £2 capitation fee for insurance purposes) <p>As with the previous 2 years a £5 off 'early bird' fee would be offered for any Full Members joining during March.</p>
7	Motions for consideration by Members
	There were no motions put forward for consideration.
8	Election of new Committee Members
	<p>Nominees: Neil Simpson (Chair), Jonathan Oliver (Membership – see notes), Dan Kennedy (Treasurer), Alex Hester (Kit Officer), Rob Horton and Janice Barrett (Trips Coordinators) and Izzy Kaminski (Training Officer).</p> <p>No other nominations were received prior to the AGM. On election of all the nominees to the Committee for 2015/16 – all were duly elected.</p> <p>Note:</p> <ul style="list-style-type: none"> • Jonathan Oliver agreed to take on aspects of the Membership Secretary role and would agree a way forward with Phil Cumming. • Christoph Merdes would continue to act as a Trips Coordinator until he left the UK in October. • Dan Kennedy also agreed to take on the role of Social Secretary which had remained vacant for sometime. • Mark Round had agreed to be the Club's Safety Officer following the meeting. • The role of PR and Marketing remains vacant and would be discussed at the next committee meeting. <p>Toons was also thanked for his continued support to the Club in respect to the website.</p>
9	AOB
	Alex Hester reminded attendees that the Club were group members of the Youth Hostel Association (YHA) which meant that it benefited from significant accommodation discounts.



Chelsea Kayak Club

The club have started to review its safety protocols and plan to have a sub-committee look at this in more detail.

Alex also said that he was organising the Club's summer party likely to be at the Doodle Bar in Battersea at the end of June or beginning of July. He also mentioned that Justine Curgenven had agreed for the Club to host her new film this autumn (date and venue to be confirmed).



Appendix 1 CKC Profit & Loss 2014/15

Treasurer's report February 2015

CKC Club funds as of 28/01/14 **£1,075.25**

CKC Club funds as of 24/02/15 **£4,064.64**

FEB 2014 - FEB 2015 - INCOME

MEMBERSHIP (INC 2015/2016 EARLY BIRD)	£6,676.19
GUEST FEES	£125.00
EDGE BOAT HIRE	£30.00
LIGHTING CONTRIBUTION - ACTIVE 360	£99.30
MISC INCOME	£111.56
TOTAL INCOME	£7,042.05

LIABILITIES

LIGHTING CONTRIBUTION - EDGE	£99.30
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FEB 2014 - FEB 2015 - EXPENSES

BCU	£333.60
BRENTFORD FC	£2,616.80
ARCH 2 KEYS	£17.50
RACKING DEPOSIT	£116.00
MISC KIT	£208.30
MEMBER MOJO FEES	£25.00
RACKING REMAINING COSTS	£346.00
ARCH LIGHTING	£297.90

TOTAL EXPENSES	£3,961.10
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DEBTS

TRAILER SERVICING - ALEX	£310.90
MISC COSTS - ALEX	£120.13
2015 MEMBERSHIP FEES (2015/2016 INCOME)	£906.91

NET PROFIT (NON ADJUSTED)	£3,080.95
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NET PROFIT (ADJUSTED)	£1,842.31
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