



Chelsea Kayak Club

Minutes: Annual General Meeting - Wednesday 1st March 2017

Location: "The Two Chairmen" pub, Westminster, Dartmouth Street, SW1H

Attendance

- Izzy Kaminski (Chair), Jonathan Oliver (Secretary), Alex Hester (Kit Officer), Janice Barrett & Rob Horton (Trips Co-ordinators), Dan Kennedy (Treasurer), Fiona Gooch (Safety Officer), Kenneth Tharp, Lorna Campbell, Jeremy Clarke, Liza Easmon, Andy Fisher, Peter Moorhouse.

#	Agenda Item
1	Apologies
	Apologies were received from Tudor Grashoff and Geors Richards.
2	Matters arising from previous minutes
	There were no matters arising from previous AGM minutes
3	Chair's Report & Summary
	<p>Izzy welcomed everyone to the club's seventh AGM, and formally opened the meeting at 19:50hrs.</p> <p>Izzy thanked all the members of the current committee for their work over the past year, and gave special mention to Alex Hester, Janice Barrett and Jonathan Oliver.</p> <p>It was reported that the club had achieved another positive albeit "subdued" year, which included one Introduction/Beginners session and some successful trips away. It was noted that there had been some struggles in finding Thames Leaders (again special thanks to Janice and Alex for their work on this) and that more encouragement of members to engage in the club would be beneficial.</p> <p>One of the key focuses and priorities for this year had been liaising with BBA and the other users of the Arches on how to improve the layout, thus improving the ease of use, and most importantly the safe use of the facilities. This is an on-going issue but progress is being made. <i>(Alex H asked that the new committee be consulted upon and agree to any plans drawn-up before moving forwards).</i></p> <p>It was noted that CKC have currently stepped away from discussions regarding the pontoon (and its future), as it is not a current priority.</p>
4	Reports from Committee Members.
	<p>A summary from existing Committee Members as follows:</p> <p>Trips: Whilst there had been some very successful trips organised, there had perhaps not been as many as desired, and unfortunately some overseas trips fell through.</p> <p>Janice thanked Izzy K, Dave T, and Alex H whom had led the majority of the Thursday Thames sessions over the past year.</p> <p>It was noted that Rob Davis (formally of "Seapoint", now independent as "South East Kayaking") was willing to help lead trips.</p> <p>Kenneth Tharp stated that he felt there had been an improvement in the advertising of the trips over the past year, and that it was useful having regular information in plenty of notice. It was also suggested that the trips Spreadsheets which have been produced were made available on the website. Alex H suggested that it might be useful to plan a strategy for the forthcoming year.</p> <p>Liza E mentioned that she had booked a cottage at Poole Harbour for 31st March and 7th April, and invited</p>



those interested in staying as part of the trip to do so. Please contact Liza E for more information.

Trips in the pipeline for the future include: Scotland, South Coast e.g. Sussex and Dorset, Jersey, and overnight trips on the Thames.

Izzy reported that Geors Richards had developed a new document for identifying and training new Thames Leaders, and that Dave Tuttle and Tudor Grashoff had now taken over the reins for implementing it.

Kit:

Alex reported that 4 maintenance days had taken place, but that up to date inventory check was required as he was worried some items had potentially gone missing including Paddles and pumps.

Kit related documents are now online in a shared folder amongst the committee.

Janice is currently testing a prototype device for securing lights to the boats.

The possibility of keeping some boats (possibly 2) at a local swimming pool was discussed, and is ongoing with relevant parties involved.

The Trailer has undergone some significant improvements – and an annual service is due soon. It was reported that an agreement had been made to store the trailer with “Strand on the Green sailing Club” (a short walk away from BBA). A fee of £100 per year would be charged.

An arrangement between CKC and Edge is in development for them to hire the CKC trailer for their own use.

Alex raised the ongoing maintenance issues within the arches; in that there was still no dedicated power socket for the boat arch lights (as promised 18 months ago) and that lights had not been working in the male changing room for most of the past year. The fire alarm has also been faulty for over a year. It was also raised that three of the four locks for the arches are missing having not been maintained. It was reminded that BBA are contractually obliged to have these in place and thus may be worth referring to should BBA propose significant rent increases in the future..

Alex presented a new and improved A3 deck chart for Thames Leaders.

Finances:

A treasurer’s report was circulated which detailed the current cash in the bank as £4,162.26, but that a loss had been this past year – mainly due to increased maintenance expenditure, and that two payments of Arch fees had fallen within the same accounting period (to be checked further with advise from Phil C). It was also noted that income from membership was down on previous years.

Social:

A quiet year socially without a summer party, but with a successful Christmas party (shared with Edge).

Safety:

Fiona apologised that she had not achieved as much as she would have liked on this, but noted that an update of the Risk Assessment on the use of the Arches had been completed. Updates to the Risk Assessments for Trips and for the Thames still to be updated.

It was also reported that the session which Fiona attended in conjunction with British Canoeing had been useful for learning other clubs’ methods and procedures.

Membership:

Jonathan reported that the year ended with 58 members (although 4 new members had joined in the last few days specifically for the forthcoming “Introduction Session” - technically making the total 62). 14 members were basic members. The membership was down on previous years: 75 at March 2016, and 84 at



	<p>March 2015 (it was acknowledged that 2015 saw an increase in membership due to requirements from Sport England funding). It was felt that this was in part due to a decline in the amount of Introduction Sessions being run (5 in 2014/15, 2 in 2015/16, and 1 in 2016/17), which was caused by a lack of leaders and logistical support.</p> <p>It was reported that whilst there was a healthy interest in the club with frequent email enquiries from prospective new members, there was a general failure to recruit the majority of these potential members as Introduction Sessions could not be organised quickly or frequently enough, causing them to lose interest or go elsewhere.</p> <p>Questions were raised (and discussion followed) as to whether enough was being done to develop new members' progression through the club and thus encouraging membership retention. Peter M and Andy F gave their feedback as new members to the club, and both agreed that more could be done in this area. It was also suggested that there could be more "Beginner Friendly" trips and that we look at how we grade/advertise trips to ensure we not deterring potential members from attending.</p> <p>Jonathan noted that he had emailed all members who had joined the club in 2016 for their feedback - awaiting responses, which will be presented to new committee.</p> <p>Liza E suggested using "Meet Up" as a way of recruiting new members and promoting the club – to be investigated.</p>
5	Approval of Accounts
	<p>Philippa Harvey had previously confirmed the 2015/16 Club accounts as being correct.</p> <p>Jeremy Clarke was nominated as Honorary Auditor to examine the 2016/17 accounts to ensure they were accurate.</p>
6	Agenda Item: Review of Club Fees
	<p>As renewals had already begun under the current fees it was agreed that no changes be made for this forthcoming year, however it was agreed in principle that the fees be raised following a review by the committee, and a proposal being put forward to the members. It was agreed that this should be around October as it was the end of the season for the busiest period of recruitment of new members, and good time to assess the year gone by.</p>
7	Motions for consideration by members
	<p>No motions were put forward.</p>
8	Election of new committee members
	<p>The following members were duly elected to the committee for 2017/18...</p> <p>Chair: Fiona Gooch Treasurer: Dan Kennedy Secretary: Tudor Grashoff Kit: Philippe Mollaret Trips: Peter Moorhouse (Thames Leaders co-ordinator), Lorna Campbell (Non-Thames). Training: Jonathan Oliver Safety: Philippa Harvey Social: Liza Easmon PR/Marketing: Kenneth Tharp (social media) Welfare: Liza Easmon</p>



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	<p>The new role of PLA & Thames Liaison was created, and filled by Alex Hester with the aim to forge and maintain stronger links with clubs and other Thames bodies (Thames 21, River Thames Society etc.), on behalf of CKC. It was agreed that this was purely an advisory role, and not subject to attending committee meetings.</p>
9	AOB
	<p>Jonathan O suggested that new and existing members be encouraged to identify one committee role that they would be interested in assisting with as and when the Committee Member required. It was agreed that this was a good idea, and be incorporated into the Membership Form.</p> <p>Alex Hester raised the need to start planning the club's involvement (if any) in "TideFest", which will be held on Sunday 20th September 2017 as part of the month-long "Totally Thames" festival.</p> <p>The committee thanked Izzy for all her hard work as Chair.</p>

The meeting was adjourned at 22:00hrs.