



Minutes CHELSEA KAYAK CLUB COMMITTEE MEETING THURSDAY 4TH MAY.

Location: The Rose pub, 35 Albert Embankment, SE1 7TL

Attendance: Liza Easmon (Social & welfare officer), Dan Kennedy (Treasurer), Philippe Mollaret (Kit), Lorna Campbell (Trips – non-Thames), Philippa Harvey (safety), Tudor Grashoff (Secretary)

| | DISCUSSION/ ITEMS | Achieve any actions by: |
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| 1 | Introductions. | |
| 2 | Apologies, received from Jonathon Oliver and Kenneth Tharp. Fiona met with Peter Moorhouse before the committee meeting. | |
| 3 | Chair asked New Committee members to vocalise their personal vision going forward for the Club. Ideas expressed included Increase the Club Spirit, More involvement by membership, More Trips – UK and London. More London paddles, which are more sociable - including going to the pub at the end of a paddle to get to know new members. Weekend Paddles; and some overnight Thames paddles; some people like early morning paddle on the weekend. Trips to Achieve 4 Star experience. Involve outside leaders or coaches to have more trips across the skill set. Improve accessibility to trips. Find other / more coaches. Happy Adventures for the whole club member ship. Increase routes for bringing in more people. Help one star paddlers become more experienced paddlers quicker than presently. Minimum = Safe paddles, solvent club with club kit in a good useable state. | N/A |
| 4 | <u>Handovers from previous committee members.</u> All of committee has had a hand over. Recommendations; that committee members consider being willing to do 2 terms in their role as takes time to settle in to the role each time. Website Amendments; Training required for members on putting trips and blogs onto CKC website. Peter M is providing Tudor with some training. Fiona & Lorna needs some training on this. If others need training on this please liaise with Peter M or Tudor. | Fiona to liaise with Peter M |

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| | Discussion was had about the present Website being fit for purpose. Dan said he could look into changing Website. | Dan |
| 5 | <p><u>Actions on previous minutes;</u> TRAILER; News on New Trailer site. Now it has been successfully relocated . Grateful thanks given to all those who helped to clear the space. Alex has been asked to cut new gate keys for trailer parking area.</p> | Alex |
| | <p>Rental of Trailer to EDGE. – Edge has been informed of proposed “donation for borrowing” rate.</p> <p>CLAPHAM POOL KAYAK STORAGE; ACTION; Fiona</p> <p>PLA : Alex reported that PLA paddling code is presently at the Printers and is due to be available.</p> <p>Feedback from New Members – Jonathon. – outstanding.</p> <p>Lorna who attended the 1 star training session advised that 4 of the new members should be ok to participate in some Thames paddles with certain criteria in place. But also 4 others needed more training.</p> <p>Suggestion that all new paddlers are discretely allocated ‘Buddies’ during their first paddling trips.</p> <p>Lorna Suggested that another Shepperton session should be arranged. ACTION : LORNA / JONATHON</p> | <p>Fiona</p> <p>Jonathan</p> <p>LORNA / JONATHON</p> |
| 6 | <p><u>Membership</u> – Tudor. The club has 40 members. Went through lapsed Members. Sent emails to them all. Small number of returned emails . Where current committee members feel they could approach lapsed members – current Committee members will follow up with individuals to see if they might still be interested in membership. ACTION; ALL COMMITTEE MEMBERS. Tudor to share MemberMojo details of the membership (minus private information) with committee members – e.g. so that we know which club activities members have offered to help with; and the competency levels of members – to help judge possible training needs & suitable trip levels. Based on the membership - the club discussed which levels to focus on supporting club members to reach. BCU 1* so that paddlers can get on the water. BCU 3* (so that members are a competent kayaker in a group) BCU 4* training – since the training is useful for Thames leaders</p> | |

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| 7 | <p><u>Finance</u>; Dan. Balance today; £4524.90 Rental for Arches due; 1250 18% down of last years revenue</p> <p>Membership Fee increase; proposed date of notice to members September 2017. Dan and Phillipe to discuss essential purchases and non essential kit requirements.</p> | Dan and Phillipe by August 2017 |
| 8 | <p><u>Developing New Thames Leaders</u>; - Tudor and Dave Tuttle are coordinating and supporting possible leaders' development. Some potential leaders need Foundation Safety and Rescue Training Course or they should to seek out their own course. Jonathan to organise FSRT. Website; members can review document to see if they are ready and willing to put themselves forward to be a leader. All possible Thames leaders need to book to go out with another leader to get experience and guidance. For those that do not need FSRT but want to be slicker at rescuing – perhaps some practice sessions might be useful. A Shepparton session was suggested by Dave T for potential Thames leaders and all club members at Shepparton to be arranged to practice rescues, which could be promoted as a fun/wet day. June/July when the water is warmer – Dave T</p> | Jonathan Dave T |
| 9 | <p><u>Training update</u>: See membership section above – for BCU qualifications to focus on. One Star session planned for June - Jonathan Future one star sessions – could be organised in house – if CKC members who are Level 1 coaches are available. (Tudor to share Member Mojo Spreadsheet with qualification information & other useful information, minus private information.)</p> <p>VHF and FSRT also being organised</p> <p>Coastal Navigation Courses; - to get more members to be able to start planning trips. Possibly liaise with Tower Hamlets club to combine training. (Fiona to email TH to see if we can liaise on training.) Jonathan to assess interest in this & then organise.</p> <p>Liza suggested – that if paddlers wanted some training/coaching on a trip/evening session – this could be explored by the trip leader.</p> | Jonathan Jonathan Jonathan |
| 10 | <p>Kit update; - Phillipe Another Kit repair day is due. All members should be encouraged to take part. Next one is Sunday 14th May.</p> | |

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| | <p>Paddle and Barbeque planned. More repairs to be done, mainly to do with skeg wires ACTION; LIZA AND PHILLIPE TO SEND EMAIL TO ENCOURAGE ATTENDANCE.</p> <p>There have been at least 2 commercial external requests since 1st March for rental of boats / kit – Philippe is responding to KIT: Rental Rates.</p> <ul style="list-style-type: none"> - Membership Rate as per Website. £10/day for boat & other kit http://www.chelseakayakclub.co.uk/trips-and-events/use-of-club-kit/ - Non-member who are individuals or members of other clubs – £15/day for boat & other kit. Priority to encourage people to join CKC. - When a business or a for-profit wants to hire kit then the rate should be higher. However CKC is not a rental business, so this wasn't something all the committee was comfortable with. <p>Hire of several boats for a future summer weekend date also means that boats may not available for a CKC paddle, especially if not all CKC boats are useable because some need repair.</p> <p>Summary</p> <ul style="list-style-type: none"> - Priority will be given to members use of the kit. - Case by case basis -1st response is to ask people to join the club, since we want more paddles being organised by members for members. - Also given a lot of Skegs need repairing – loans should only be given to people who can be trusted to look after kit. - Kit book is in store for sign in / out. | <p>Liza/Philippe.</p> |
| 11 | <p><u>Trips</u> update; - Lorna Trips need to be put out for viewing on all platforms. Email, Facebook, Website calendar (LC does not personally find format of emails easy to use, other members don't use facebook – so need to use range of dissemination.) Lorna made the point that the club should / must be about the members being actively involved in. (It is not the role of the trips coordinator to organise trips, but to encourage members to organise trips.) Anyone can think of a trip they want to do, send out an email to see who else is interested, and then organise from there. Members can hire guides from elsewhere, locally or further afield, if they want to organise overseas paddles. Members need to have good etiquette of paying promptly when expenses are associated with a trip.</p> <p>Tudor interested in possibly organising an overnight camp – ?Lechlade? which is accessible to new members.</p> | |

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| | <p>Fiona – will explore with Dartmouth & Jersey kayak clubs</p> <p>Liza will explore possible Findhorn and/or another Poole harbour trips</p> <p>Lorna advised friend was organising trips associated with [?someone else's?] 4* training which CKC members could join – 29/30 July Swansea and 2/3 September Pembrokeshire.</p> <p>Lorna will update the trips list – which included trips organised by CKC members, and where known other events which CKC members might be interested in.</p> | <p>Lorna</p> <p>Lorna</p> |
| 12. | <p>Risk Management/ Safety Update; Philippa</p> <p>She reports she has been going through all the present policies and reviewing if can be updated and where possible reduced in number.</p> <p>Possibly the greatest current Hazard is the handling of kayaks in Arch 2!</p> <p>The CKC risk assessment for operating procedures which has been updated – it would be worth sending to Darren K at PLA.</p> | <p>Philippa</p> <p>Fiona to liaise with Philippa</p> |
| 13 | <p>Storage Arrangements Update; Fiona</p> <p>Swapping kayaks between top & middle shelf with 360's Paddleboards planned as an immediate priority.</p> <p>BBA landlord is planning the arches to be refurbished. No dates yet . BBA wants to rent out the front space in Arch 1 to commercial organisation. This will mean that all boats need to be stored in Arch 2. (To enable this to happen Edge will move some of their boats to their container, and 360 paddleboards to their other locations. CKC have not increased the number of boats. CKC's 18 boats stay in Arch 2 – unless kayaks are moved to Clapham pool for practice.)</p> <p>Arch 2 will have 6 moveable racks made of scaffold poles – which all boats will be stored on. Each rack can be rolled into the middle – then boats slid off & walked down & out along a central corridor. Then the rack slid back to enable central corridor to remain clear. CKC boats will go on 2 racks.</p> <p>Philippa offered to help Fiona with advising/thinking through new storage arrangements in Arch 2.</p> | |
| 13. | <p>AOB;</p> <p>Philippa proposed to Change to the start & end dates of the Committee. To Start November not February. This is so that a new committee starts at the end of season, rather than trying to be figuring out their roles, at the time when it would be best for members to be planning trips for the season ahead. Fiona to</p> | <p>Fiona</p> |

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| | <p>liaise with Kenneth, Peter M & Jonathan to see if they are willing to do a longer term, and consult on process for presenting this change to constitution to the membership.</p> <p>Janice advised that new Pesda Kayak guide to paddling on the Thames has been published.</p> <p>Liza will explore holding a BBQ during tide fest - Sept</p> | |
| | <p>Next Meetings; July (tentative agenda items – review trips, boat storage), October (review of membership fees).</p> | |