CKC Committee Notes - 20th August ‘20

**Participating over Zoom** – Tudor, Sean, Liza, Paul, Fiona; Apologies– Philippe, Charlie, John

**Membership & Financial (Tudor)**

31 Members, normally around 50 members

**CKC Rent (Tudor)**

We have not yet had an invoice for the rent which is expected to be 75% of the normal annual fee.

**Minutes from the previous meeting discussed**

**CKC Training (Paul)**

* Safe Guarding online course is recommended to be completed by our club coaches (Liza shared details; currently it is not obvious that CKC membership includes a vulnerable adult.)
* Discover award course is booked for the 19th September, with an option to run another on the 20th if we have the numbers interested. This is 2 weeks after Taster Sessions.
* Engage with current CKC members to see what they think, a lot of people come for the first time then not after that. Paul to send out an email to get feedback.
* Look for online options for training such as the VHF radio course.
* Investigate further the possibility of getting club members qualified as paddle sport leaders.
* Fist Aid course to be run around November, we have three people so far interested.

**Website (Sean)**

* New website will be moved around mid September.

**Safety officer**

 Post still vacant, Liza will take on the responsibility as a temporary measure until the AGM in November. Role of safety officer is to make an overall assessment of risks & encourage CKC members to operate safely. Specifically to coordinate club incident reporting procedure, near-miss book, record sign-off on safety-related roles e.g. Thames Leader sign off, risk register and operating procedures. Liza suggested that we recruit from outside the current committee to fill this post.

**Action Fiona**

 To approach David to request he take over trip planning co=ordination while Liza is stepping in as Safety officer.

**Sea Trips**

 We discussed starting to do sea trips and the implications, transport was the biggest concern.

 We concluded that club sea trips can re-start – run on a peer paddle basis

 Liza to adjust safety guidance paperwork.

**Thames Paddles**

 We will in future aim to offer paddles at different times other than low tide. If the Thames leader is happy to do it, and he has the option to specify that people should be able to self rescue. This change will mean that we will aim to fit the paddles to avoid two hours either side of high water, when we think there will be enough beach to do social distancing. Liza to adjust club paperwork to allow for the change.

**Member care & involvement**

**Comittee to contact those who have renewed but not yet been out with the club.**

**Fiona** – Rowland, Joanne, Karen

**Tudor** – John

**Liza –** Kenneth, Robert

**Reduced membership fees**

 Committee agreed last meeting to offer reduced membership fees to those that have not yet renewed, when things returned to “normal”. Since normal may not happen for a while Fiona will send out an email to the club membership.

**Taster sessions**

 5/6 September taster sessions have currently 24 slots and 18 have already been taken up so far. We discussed adding more slots for the 5th, Fiona is going to check if this is possible.

 We discussed the possibility of running another taster session on the 4th October followed by another discover course on the 17/18 October.

**Key dates**

* Totally Thames - 5th & 6th September (needs volunteers)
* Discover Course 19th September – will be run by William Rogers (paid £150/day; Rob Davis is not available.) Paul will get advice from William about how to run the course if more members can be available to help, otherwise also run the course on Sun 20th Sept.
* No tide in Thames day - Sun 4th October

**Any other business**

Hold AGM – early Nov 2020

Philippe to propose Kit day

4 x 4/5 score for meeting

Organise note taker in advance of meeting