CKC AGM Meeting Minutes – Wednesday 11 November 2026, 7.30-9.30pm
Venue: The Arches, Strand on the Green, London, W4 3NG

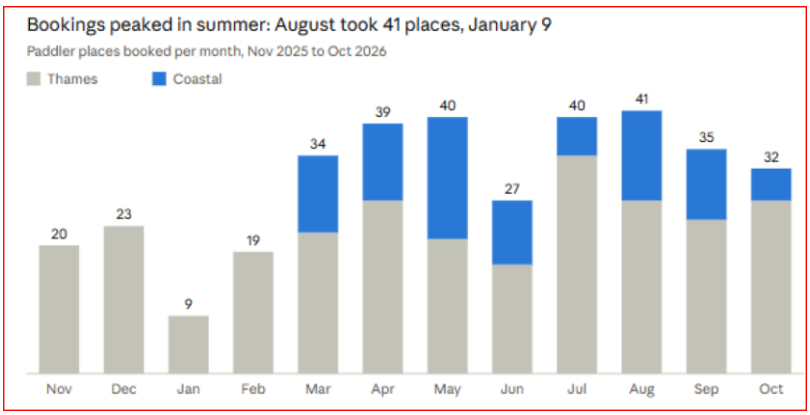
MEETING MINUTES

Attendees:
A total of 10 people joined the meeting in person, and 1 online:
David P (chair), Fiona G, Liza E, Rachel H, Mike L, Claire A, Gilly, Andrew S, Jude P

Online: Tudor

	Agenda items	Notes & Actions
1.	**Apologies for Absence**	Mike W, Steve D, Ingo, Jonathan, Rich, Titta, Steph, Emmanuel, Angus, Margret
2.	**Chairperson's Report / Summary of the year (David P)**	**The Club Chair (David P) gave a summary of the year** that included the following points: Our two main focuses for this year have been to prepare the Club for the Paddle UK (PUK) Standards for Deployment that is due to start at the beginning of 2027. Congratulations to Liza, Fiona and Safi who all became qualified in the last year. This greatly helps the Club. We still need to obtain 'technical approval' that we can lead Thames paddles in the new year, and we are actively working on that. As well as Standards for Deployment, our other main focus has been preparing to renegotiate our rent and reduce our rates. Both of these are ongoing and likely to continue through most of 2027. However, it has not all been administration! We have another huge year of trips: on the Thames, day trips, long weekends and week long trips. Highlights include the trip to the Ross of Mull, where it was 10C and very windy, with a memorable trip around Iona. Later in the Summer we had a camping weekend in the New Forest where it was 25C (and we thought that was pleasantly cool) and managed to get to the Needles. These (and all other) trips benefited from the Club's new Risk Management and Trip Management processes. A huge amount of effort went into reviewing and revising these documents earlier in the year, much to everyone's benefit. We held more Tasters this year than any previous year; we wrote more blogs and got lots of positive feedback on those; Dr. Will's blog on Antarctica was a particular highlight. Our social media following grew on Instagram, to over 1160 people and we created two posters for the Arches doors, to advertise our Club.

	Agenda items	Notes & Actions
		We also trained and coach new and existing members: 10 people took (and passed Discover). We also had very successful coached weekends in Pembrokeshire and North Devon. We decided to continue our weekly Thames paddles on the weekends during the Winter, as we did last year. We also accepted Edge's offer to attend some of the pool sessions on Thursdays (Edge is the other Club at the Arches). Looking ahead: - Paddle UK's Standards for Deployment come into effect on 31 Dec 2026, and we are actively working towards being compliant (as are all other clubs on the Thames). - Pool sessions (with Edge) begun in November and will run until end February 2027. - Weekend day paddles from mid-November to end December planned. January & February trips will be added once we have met the final part of the Standards for Deployment.
3.	**Reports from Committee Members (all)**	**Financial report from Tudor** Tudor presented 2025-26 financial figures, compared to 2024-25, with an update on the current bank balance: ▪ Our major items of income were membership fees, fees for tasters and payments for courses to cover coaching costs (much of the latter incoming cash is not actually CKC income, as it's paid out to coaches). ▪ We received two grants for Taster costs. ▪ Our major costs are rent and rates. ▪ Cash in bank has remained broadly level, based on comparison of current picture with full-year 2024-25. (although about £3500 lower than at the same point last November 2025). **Landlord Liaison – by Fiona** Again this year we had the sudden emergence of old bills. Some were unknown because TFL (Arch owners) has been scouring the archives and demanding immediate payments. Now we should have reached the end of this. A360 have 4 personal trainers using the gym, based on an hourly rate. That reduces A360's cost but not ours. The personal trainers are not locked-in unlike CKC, A360 and Edge. We had planned to go for a lease separation for each Arch. This would put each Arch under the rateable threshold, significantly reducing our costs. However the solicitor costs meant that any savings from the lease split would be lost, and so A360 decided not to proceed. There is a rent review in April 2027, where we expect an inflation sized increase. A new lease will start in November 2027. The lease terms need to be renegotiated at that time.

	Agenda items	Notes & Actions
		It looks like TFL are treating us as a commercial organisation and our rent may double as a result. A360 will probably reduce their floor space to reduce their costs. That means another organisation may take up the space freed-up by A360. We need to position ourselves as a non-profit, and link to TFL's social charter. In the worse case situation, if our rent doubled we would need to find alternative location from November 2027. We may need to be a Community Interest Organisation (CIO) for the lease renewal. **Action: Fiona** Establish a Working Group next year to determine how to proceed with TFL negotiations as well as looking at alternative locations and the feasibility of becoming a CIO. **Trips Review by Mike L** **Summary** The club put on 83 trips between 1 November 2025 and 31 October 2026, filling 364 paddler places in total. ▪ Thames paddles: 63 sessions, 275 places, an average of 4.4 paddlers each. ▪ Coastal and expedition trips: 20 trips, an average of 4.5 paddlers each. ▪ Busiest month: August, with 41 places across 9 trips. ▪ Largest trips: Pembrokeshire 2-4 May and the Thames paddle on 20 December, each with 11 paddlers. The year split cleanly in two. Winter was thin, especially January, but from March the club ran 6-10 trips a month and the Thursday Thames paddle filled to its limit of six almost every week of the summer.  **1.Thames paddles.** The weekly Thames paddle remained the backbone of the club: 63 sessions and three-quarters of all places taken this year. Winter sessions ran mainly on

	Agenda items	Notes & Actions

Saturdays; from April the club switched to Thursdays, with occasional Saturday extras.

- **Winter** (Nov-Feb). 18 sessions averaged 3.9 paddlers. January was the low point, with 9 places across five sessions. The pre-Christmas paddle on 20 December was the exception, drawing 11 paddlers, one of the biggest Thames turn out of the year.
- **Spring** (Mar-Jun). Numbers recovered quickly once the clocks changed. Most sessions drew 5-6, though a few dipped.
- **Summer** (Jul-Sep). The Thursday paddle was full at six for 12 of the 13 weeks from 2 July to 24 September. Across the year, 19 Thames sessions hit the paddler limit.
- **Specials**. Alongside the weekly paddle the club ran an Easter Monday trip (5), a downstream trip on 8 August (4), a Central London paddle (5) and Teddington (4).

2.Coastal and expedition trips. The club ran 20 sea trips from March to October, from day paddles on the South coast to week-long expeditions. The multi-day trips drew the biggest numbers: Pembrokeshire in May (11), Jurassic Coast (9), Mull week (8) and the Farne Islands (8) together took 36 of the 89 coastal places.

Date	Trip	Paddlers
17 Oct	Wootton Creek	4
11 Oct	Chichester	1
26 Sep	Jurassic Coast	9
12 Sep	Chichester Harbour	2
29-30 Aug	North Devon	5
15 Aug	Rottingdean	5
15 Aug	Emsworth	0
9 Aug	Reculver	4
19 Jul	Selsey	3
10 Jul	South Devon	3
27 Jun	Solent weekend	4
6-7 Jun	Pembrokeshire	6
16 May	Mull week	8
2-4 May	Pembrokeshire	11
25 Apr	Beachy Head	3
17 Apr	Farne Islands	8
12 Apr	Bournemouth	1

	Agenda items	Notes & Actions

28 Mar	Beachy Head	5
22 Mar	Margate	4
7 Mar	Solent	3

Day trips were more mixed. Rottingdean, Beachy Head in March and Margate did well, but the two Chichester trips and Bournemouth drew one or two paddlers each.

4. **Demand and capacity.** Summer demand outran the places on offer, while some winter and day-trip slots went unfilled.

- Full trips. 19 Thames sessions hit the limit, including 12 of the 13 Thursdays from July to September.
- Waiting lists. Pembrokeshire 6-7 June had two people on its waiting list. The Mull and Pembrokeshire May waiting lists were opened but stayed empty.
- Very low bookings. Four more drew a single paddler: Thames on 17 January and 4 June, Bournemouth on 12 April and Chichester on 11 October.

5. **Looking ahead.** Next year's programme is already taking bookings: at the point of writing this report the Fireworks Paddle on 6 November (4), Pembrokeshire in April 2027 (4) and Pembrokeshire in June 2027 (none yet).

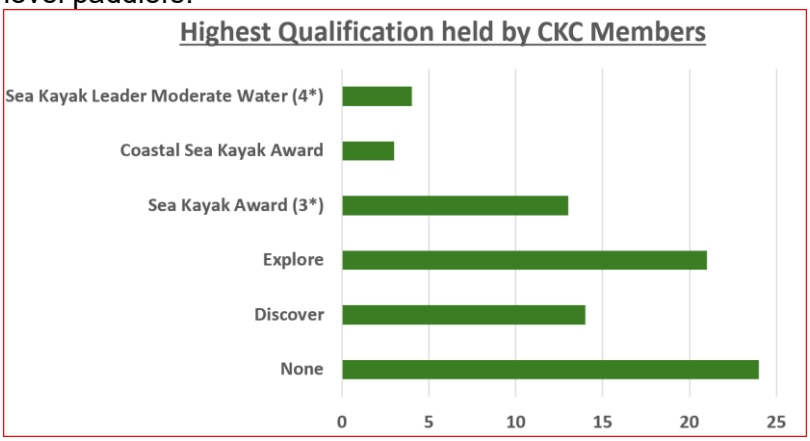
Action: **Trip Coordinator** to review trip planning process in early 2027 to make sure the Club is offering trips that members want, and particularly if the number of day trips should be scaled back.

Health & Safety + Welfare Officer summary by Liza:
Actions that took place in 2026

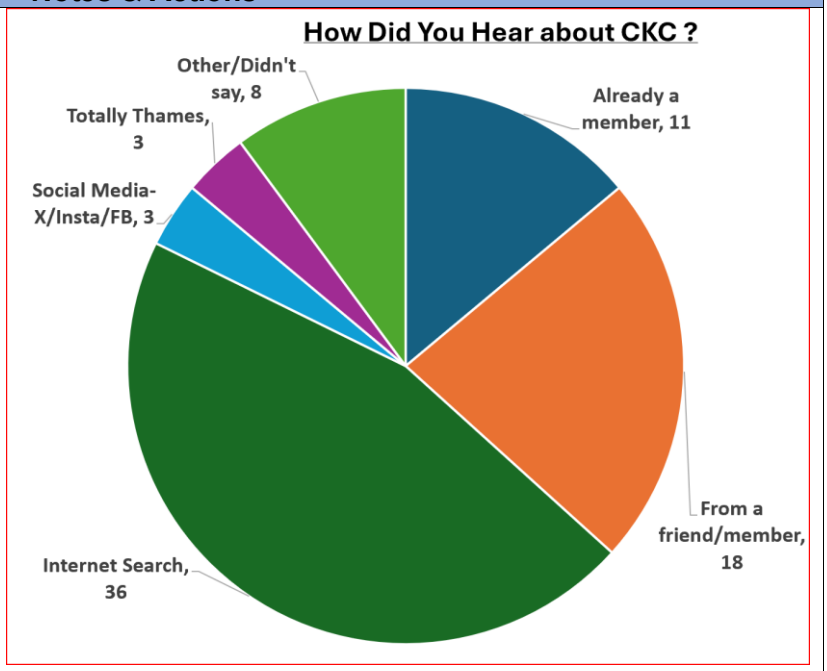
- A full Review and update the club's welfare and safety policy documents in line with the latest guidance. Publication of these reviewed documents on the Club Documents Web page.
- Implementation of the CKC standard Risk Assessment process for all sea trips.
- A New Club Incident and reporting from in place on Club Documents.
- Continue with existing training schedule for safeguarding and first aid.
- Increase communication and visibility of the Welfare & Safety Officer role within the club community – Every Club Update Newsletter has an allocated section.

- **Safety & Welfare:**
  Number of Incidents reported 3
- Number of Learning (Near Miss) Events reported 2
- Number of Welfare concerns reported 0
- Number of Health incidents reported 1

	Agenda items	Notes & Actions

		See "CKC Safety Officer Report November 2026".
		Need a better Taster registration process to ensure paddlers can swim, have given legible ICE details and legible contact details. **Action: Fiona** (for next Taster briefings).
		
		Membership summary by Jude P:
		Membership holding steady in 2026:
		▪ 79 current members, -1 from 2025
		▪ 21 new joiners (29 in 2025)
		▪ 22 non-renewals (25 in 2025)
		
		50% of current members joined CKC in the last 2 years, with remainder tailing back over the years to 2010.
		
		Membership weighted mainly to beginner and intermediate level paddlers:
		
		
		• Most members heard about CKC from Internet searches or from existing members
		• Top reasons cited for choosing to join CKC:
		  • Focus on sea kayaking and sea trips
		  • To learn or improve sea kayaking skills
		  • Friendly club/to meet like-minded people
		  • Convenient location

	Agenda items	Notes & Actions



Membership pricing split

- 57 Full Members (21 Early Bird, 5 mid year)
- 10 Full Members w/ Discover Award
- 9 Basic Members
- 3 Active Thames Leads

Taster Sessions in 2026:

- May 9th 2 sessions 9 paddlers
- May 10th 2 sessions 7 paddlers
- Sept 5th 3 sessions 17 paddlers
- Sept 6th 3 sessions 13 paddlers
- 8 participants joined CKC as members
- All 5* ratings for taster experience (7 reviews)

Action: Jude setup working group to discuss the questions to be asked on sign-up.

Action: Fiona agree next year's Taster session dates.

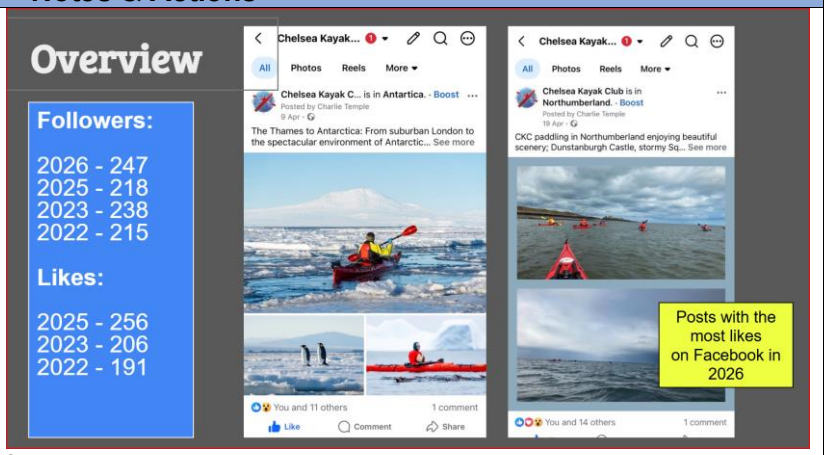
Website – Andrew S

- Spam cleanup, perpetual.
- PHP vulnerability announced, so upgraded website to avoid any issues, although risk was low.
- We decided not to pursue the MyClubHouse software due to its complexity and cost. Instead a number of possible options to replace the booking widget have been identified.
- Managed to get access to a mock up of the website from Sean.

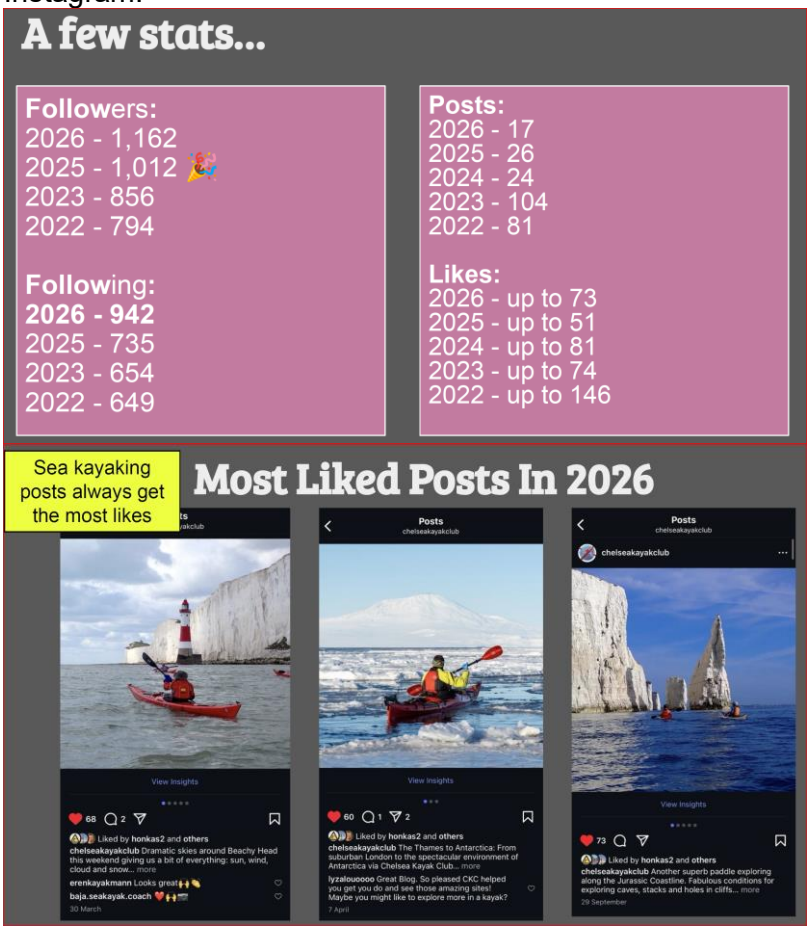
Action: Andrew - Form a working group to look at booking and event sign-up in 2027.

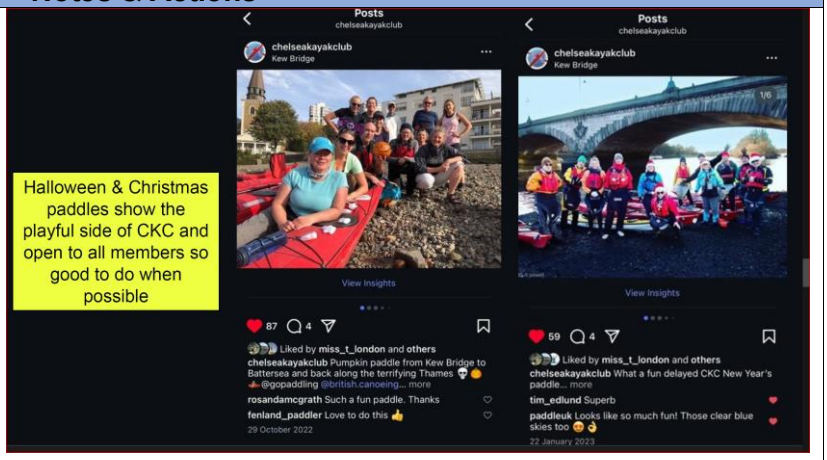
	Agenda items	Notes & Actions
		Training, Phil P, read by David ▪ Discover Awards: 4 sessions with 10 gaining the award. Thanks to all those who assist in moving boats to/from Shepperton ▪ Pool sessions: third year taking part at Brentford (with Edge) ▪ 3 Coached trips – 1 in North Devon and 2 in Pembrokeshire. ▪ First Aid– 1 member took this year with at least 1 more at the start of 2027. **Kit summary by Rich read by David P:** ▪ Several kit days through the year and fixed a number of seats, deck lines and hatches. ▪ Replaced BAs that were out of date. ▪ Conducted the annual kit audit and documented the results. ▪ Fixed more seats prior to the Tasters in September. ▪ Put up the posters on the Arch doors. ▪ We want to sell the kayak that has no rear hatch (Aquanaut Club?) if it cannot be fixed, and the grey double kayak early next year as part of the boat replacement programme. ▪ Two boats have rear cockpit cracks and are no longer useable. **Action: Rich** – Investigate feasibility of fixing the cockpit on the two boats that have cracked cockpits. **Action: Rich**: Some bulkheads need resealing. Plan for start of next membership year. **Action: Rich:** Investigate the feasibility of either 3D printing a rear hatch or permanently sealing the hatch on the Aquanaut Club. **Social media summary – Charlie** CKC is present on Facebook, Insta and X. ▪ Social media is very effective for promoting the club. ▪ Our Insta is our main channel with most followers, now over 1160! ▪ Facebook middling reach, need to do more YouTube videos as they've been popular in the past. ▪ No posts to X and we should probably drop this channel. ▪ Encouraged members to like and comment on all socials. The most popular posts are sea kayaking pictures. ▪ Likewise, do Google reviews as good for SEO. Also created and printed posters for the Arches doors, which have been well received! Facebook:

	Agenda items	Notes & Actions



Instagram:



	Agenda items	Notes & Actions
		 Suggestions for 2027: ▪ Members to 'like' posts to increase online presence ▪ Ideally an individual who went on the kayaking trip that is being posted on social shares details to make the content more engaging ▪ 1-2 posts per month minimal on Instagram & Facebook in the Summer ▪ Ensure no post is duplicated on the same channel (fortunately this hasn't happened yet!)
4.	**Matters arising from the previous year's minutes**	**Action: David** – Discuss matters arising from the previous year and this year's AGM at next Committee meeting
5.	**Motions by members**	**One motion was put forward. All carried unanimously:** 1. **Review of membership fee** Proposal to raise fee from £115 to £120 pa for full members, £60 for basic/remote members/Thames Leaders. Additional £50 to be charged for first year for paddlers completing Discover. **Result of vote: Carried unanimously.** **ACTION: Andrew Update website.**
6.	**Election of new Committee Members**	The following committee members have agreed to continue in their current roles: Motion to approve them proposed by Fiona, seconded by Claire. All roles were agreed unanimously - **Chair** - David P - **Treasurer** – Tudor G - **Membership Secretary** –Jude P Motion to approve the supporting roles, proposed by Mike L, seconded by Gilly. All carried unanimously. **Agreed Supporting Roles for 2027:** - **Arches liaison** – Fiona G - **Kit officer** – Rich H - **Training Officer** – Mike L - **Trip Co-ordinator** – Claire A

	Agenda items	Notes & Actions
		- **Safety & Welfare** – Liza E - **Website content** – Andrew, David P - **Marketing (incl Social Media)** – Open - **Thames Lead Coordinator** – Mike M. - **Website Admin** – Andrew - **Meeting Minutes** – Open The post of Marketing and Minutes Secretary are open.
7.	Any Other Business	**AOB** - First Committee meeting planned for Wednesday 13 January 2027 at 7:30pm, venue tba. **Action: David** - Christmas paddle, Saturday 19 Dec more details coming soon. **Action: Fiona** - Pembrokeshire Trip dates set for April and June (Claire)
8.	Close	Meeting closed at 9:40pm