



**CCSC General Committee Extraordinary Meeting  
Wednesday 20th May 2020 - 7:00 pm via Zoom**

**MINUTES**

**Attendees**

Andy Adler, Vice Commodore  
Ann Varlow, Social Committee  
Colin Munz, Hon Secretary  
David Brock, Commodore  
Debbie Bowers, Members Rep  
Diane Fowler, Members Rep

Grace Martin, Rear Commodore Shore  
Ian Green, Rear Commodore Sailing  
Monica Wolff, Hon Sailing Secretary  
Nigel Page, Members Rep  
Phil Tysoe, Members Rep

**1 Apologies**

Elizabeth Bowers, Hon Treasurer, Dick Moore, Moorings Officer - report sent by separate email, Mike Wade, Members Rep.

**2 Minutes of last GC meeting and actions arising**

- Correction to 12<sup>th</sup> May minutes Item 13.1, Steve, not Ian Green oiled locks.

**3 Review of Government's current plan for resuming activities**

*The Government's current plan for resuming activities following Phase 1 lockdown is:*

*Phase 2 - Smarter Controls Earliest 1st June*

*Minimise the spread of the disease through continuing good hygiene practices.*

*Schools may partially re-open and re-open non-essential retail.*

*Sporting and cultural events held behind closed doors*

*Expand social contact to allow households to interact in 'bubbles*

*Phase 3 - Reliable Treatment Earliest 4th July*

*Pubs, cinemas, restaurants and accommodation may reopen*

**3 Club's response to Government's plan**

It is currently unlikely the Club will open the galley and bar, earliest July 4<sup>th</sup>, given the onerous CV-19 rules required to maintain 2m social distancing.

**3.1 Return to Sailing**

- The sailing committee is meeting next week to discuss means of restarting and helping member sailing, particularly racing including use of safety boats and committee boat Imogen. The launching of the new pontoons with moorings is a key issue and safe use of Grafter for this is under discussion.
- Currently only family members can sail together and this will be reviewed on 1<sup>st</sup> June when some form of 'social bubble' may prevail, easing the situation somewhat.
- A programme will be prepared by the sailing committee, in conjunction with pontoon and Grafter teams for submission to GC for approval. Dick M had sent his report advising on the current moorings position and that pontoons needed 2 days of work to complete ready for launch, and volunteers were available to man Grafter.
- Work on cleaning the club slipways was scheduled to commence this Friday working to an approved CV-19 plan prepared by Phil T.

**3.2 Protocol for volunteers and Covid-19 team.**

- Proposals for a register of workers on site and protocol for dealing with contact tracing should volunteers feel unwell or show CV-19 symptoms were discussed.

- David B would prepare a 12-month CV-19 protocol to be aligned to Government advice, for club volunteers to sign up to, and would include procedures for notifying details of any symptoms, and contacts, to enable track and trace to be followed up.
- Members would be advised to contact Grace M who would act as CV-19 Co-ordinator supported by Dianne F. It would be important to ensure members that any personal information would be treated in strict confidence.
- Compliance with CV-19 protocol would be managed by Ian G for outside activities and Grace M and Dianne F for clubhouse associated activities.

### **3.3 Updates to Risk Assessment.**

- The CV-19 Risk Assessment would be updated to reflect the new proposals for safe systems of working at the club
- These details would also be included on the CCSC web page, together with a clear notice to be placed in the chartroom window at the club's main entrance.

### **3.4 Touch Surface Cleaning**

- Monica W has purchased hand sanitisers and refills and Phil T would install these at key locations including main entrance, training room, changing room and workshop entrances.
- Prior to opening the clubhouse, air hand dryers would need to be replaced by paper towels and soap dispensers located at all sinks. It was expected that higher levels of personal hygiene will become common practice quite quickly.
- It was noted that sunlight kills the virus rapidly, thus outside surfaces are less critical than those indoors.

### **3.5 Review of CCTV Policy**

- The CCTV system is not for monitoring member activities, but for external security purposes. Monica W will discuss with John H the need for any update of CCTV policy.

### **3.6 Duties**

- The current Dutyman roster is no longer applicable and will be discussed at the next Sailing Committee meeting with a view to cancelling at least up to 4<sup>th</sup> July and advising members.

### **3.7 Keelboat Lift Options**

- The keelboat lift-in is now unlikely to happen this season and will be confirmed at the next GC meeting and members advised of options under consideration for 2021.

### **3.8 Boat Park**

- Ian G presented a Boat Park Report, **attached**, advising that 184 dinghy spaces were booked with a shortfall of 55 dinghy spaces which were currently occupied by keelboats. Extra spaces could be created opposite the workshop once club boats and scrap have been removed and spaces interspersed between keelboats. This would provide enough space for all paid-up dinghies.
- The top car park could be used but would raise an issue of car parking. Launching the new pontoons would also provide more spaces, although spaces near the club crane should be avoided. Some members are delaying bringing boats to the club, aware of the current difficulties.
- Portland Port fees would only be reimbursed on return of sticker.

### **3.9 Communication with Members**

- To bring members up to date with the current club situation a Zoom webinar (up to 100 can log in) was proposed as a more friendly approach than plain email and could include a Q and A session. David B would head up the virtual meeting, with section leaders also involved. A date of Wednesday 3<sup>rd</sup> June, between 8 and 9pm, was suggested. (Subsequently updated to Thursday 4<sup>th</sup> June 2020 at 8.00pm)

#### 4.0 AOB

- Rose Spicer is keen to proceed with garden maintenance as a safe outdoor activity only requiring access to the garden shed (+loo?). A similar plan to the slipway cleaning procedure could be adopted and Grace M would liaise with Rose and circulate an email.
- Dick M has requested approval to spend £200 on mooring chain and this was agreed.
- Many thanks to Anne M for securing a grant of £25k from WP Council, which will help considerably. The Community Fund application for up to £10k is not due in until the end of July.

#### 15 Date of Next Extraordinary Meeting

- Wednesday 27<sup>th</sup> May 2020 at 19:30 by Zoom

#### Circulation

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David Brock, Commodore  
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Trustees

#### **Attachment – Boat park report**