



CCSC General Committee meeting held 19th June 2018
7.00pm CCSC Training Room
Minutes

1. **Apologies:** Anne, Dave H, John K
Present: Richard, Dave B, Alison, Grace, Guy, John H, Neil, Ian

2. **Minutes of last meeting and actions arising**
Anne still to email Bussels invoices to Ian and Bill (and see below)
Barry G (for Boat Park) and Bill (for Boats) have still to sign off their risk assessments
Barbeque has been purchased and is in use.
Minutes of the last meeting (8/5/18) were agreed.

3. **Draft Expense Policy**
Has been sent out to club members. There have been no questions.
Dave B still working on Fuel from the Marina and agreed list of signatories. **Action Dave B**
Also working on Bussels account – noted action still outstanding to scrutinize invoices from Bussels, to be sent to Ian and discussed with Keith to see if we are getting good value. Ian to report back to GC – next meeting. **Action Ian**
Question asked should there be a ‘cap’ to value of items purchased on account at Bussels? Hasn’t been a problem so far – not felt necessary at present – but let’s see what has gone through the account.

- 3a. **Incidents of health, safety and security**
Steve Green bumped his head in a windy sail at the weekend – is it in the book?
Discussion moved to ‘safety and security’ in general (rather than specific incidents as there were no more to note)
 - Safety Boat training is about to be circulated, seeking people who will give back to club events, the course will be heavily subsidized but only as duties are completed post course.
 - Neil ran a handy familiarization evening on club ribs for newly qualified PB2 drivers, led to quite a few offering to help with Sail for All. – super.There was no fuel in the green cans on Sunday – Ian to email Nick Spicer as we are busier now we are using more fuel. We didn’t actually run out. **Action Ian**
 - Pier gate – temporarily has a thumb catch on the inside to undo the gate. Means anyone inside the club can gain access to the pier without a key, potentially allowing anyone (including children) to access a hazardous area – to be replaced with the key barrel as soon as possible. **Action John H (asap)**
 - mention of CCTV #1. 2 dummy cameras are in place, we need signage to alert members/ alarm potential intruders pronto. Purchase 3 signs and place one by entrance and others in strategic locations. **Action John H**

- CCTV #2 – policy for operation/ storage of data/ retention and disposal needed now (even though we are not recording yet we may be asked for it). Policy need only say we are not recording at this stage. To go in members area of website. **Action Neil asap**
- CCTV #3 plan for the real thing is with Forward Planning to present the 'best option' to the GC in due course. At that point we will need a full policy as well. Noted.
- Barry G has anti climb paint to apply to fencing panels. Other items were offered to deter climbers but politely declined.

3b **Data**

Forms re data permissions are still coming in. Neil is picking off the last 100 one at a time.

4 **Sailing Secretary and Sailing Committee report**

Season is now well underway. Ladies Sailing, Cadets, Cruising group are all running successfully. So far this year we have run a Topper Open, an Oppie Open and the Wayfarer Nationals – which was a very happy and well appreciated event.

5. **Rear Commodores Reports: Sailing**

Alison is monitoring the use of club boats as there has been occasion(s?) when they have been used by visitors when they can only be used by members.

Rear Commodores Reports: Shore

John has a quote (Randalls £3800) for brackets that will put the fence on the edge of the wall thus further deterring visitors from the beach – to be circulated to GC members for views. **Action John**

John gave us lots of interesting details about fire alarms. **GC approved** the re-siting of fire sensors so they are no longer alarmed by steam from the shower – on the basis of the quote (PD Fire – they do our fire extinguishers - £102) John has obtained. **GC also approved** the settlement of the snagging costs still outstanding, to take into account what we have had to spend ourselves to get things sorted. **Action John H with Barry S**

Printer – agreed to replace the printer and recycle the old one on the basis of the quote given by John (£130 approx). **Action John**

A Hand dryer has been requested for the ladies changing room – agreed. To be purchased and fitted by a qualified electrician contracted for the job, who can find the right bit of circuit to use. This to get it in use asap rather than wait for a qualified club volunteer to have the time. **Action John H**

John raised the question of a local with a catamaran launching from the beach. Nothing to stop them provided they can get down the slope. There is the question of the locked post. There were separate issues about storing catamarans at the club, (not allowed), and sailing catamarans in club events (only at Sailing Committee discretion). But although discussed were not pertinent.

– Phone and broadband have been transferred to Utility Warehouse with savings to the club. Looked at for Gas – we use very little and there would be no gain and the contract cannot be changed anyway. Looked at for Electric – much more interesting (John's words) – I lost the plot at this point but looks like we don't really know whether we could get a better deal as between what we pay out for what we use, what we get back for what we generate and what we have to pay for the electric company to do the sums – hard to say what is going on. Potentially we could have a deal that is more transparent and cheaper – John to investigate and (heaven help us) report back. **Action John H**

6. **Treasurer's Report**

Held over

7. **Secretaries Comments**

Held over

8. **Forward Planning Committee**

Projects in process:

Costs for replacing sea facing windows in the clubhouse are being obtained.

Replacement for Marusa will be investigated – David B will be one of the people involved in assessing options later in the year. Outline specification being put together.

Mooring store completion – firm proposal being worked up. Richard M is consulting with key club people. Initial phase (removal of container) may be planned to coincide with when we have a crane on site (2019).

Perimeter fencing – GC has previously approved 25 panels replaced each year – approx. total panels = 60, so 2 year project/ expense. Question about the brackets option (see 5 above) to be put to GC for consideration.

Heating – FPC has a quote to zone the club heating so it is more effective – still in the process of gathering more information on this before it is ready to come to the GC.

Replacement pressure washer – FPC advise that it is not replaced now, wait until it breaks then look at hiring while options are looked at when the need arises. **GC agreed.**

Water softener – Replace/ mend/ avoid. Existing kit is too old to mend. Avoiding having one may lead to scaling and early failure of the boiler and dishwasher (and other unseen bits). Replacement – costs vary. FPC weighing the options and will report to the GC in due course.

Ian asked if the GC could have sight of the 3 or 5 or 7 year plan the FPC are currently working too so we have a sense of what projects are being considered short and long term. Agreed this should happen. Dave B will arrange this. **Action Dave B**

9. **Members Representative's Comments**

Guy pointed out that the handbook had his phone number incorrectly recorded. Correct number to be circulated **Action Ian** (as he has other things to circulate re handbook anyway). So possibly not surprising Guy had nothing more to raise.

Grace commented on a recent safety boat duty that gave rise to concerns about smoking and the fitness of the driver in charge. This person is employed by the club and the issues will be discussed further with Nick Spicer (who is not the driver in question).

Action Ian

10. **AOB**

- Moorings – Richard M and team have done a splendid job clearing up the moorings – and all have been checked. Well done chaps. Fishing gear has also been cleared and will either be disposed of or the owner contacted.

- Taps - Neil asked for agreement to replace the sticking push taps in the changing rooms with lever designs and proper plugs. **GC agreed. Action Neil**

- Redundant server – Agreed this should be sold (after being wiped of any data). John to provide details to Neil and prepare kit for sale. Neil to put on Ebay (or somewhere).

Action John H and Neil

11. **Next meeting 7pm July 10th 2018**