

# Minutes of the ECSC General Committee Meeting

Held on 5<sup>th</sup> January 2022

## **Attendees:**

Peter Ball (PB)  
Richard Davis (RD)  
Paul Walker (PW)  
John Barnes (JB)  
Daniel Wirdham (DW)  
Ray Hallett (RH)  
Graham Stone (GS)  
Paul Hippolite (PH)  
Tim Pressey (TP)  
Mike Harvey (MH)

## **Apologies:**

Dave Casson (DC)  
Jon Knott (JK)

Bob Spendley

**It should be noted that all actions assigned from previous meetings have been completed unless minuted again here. Where actions are carried over as incomplete, for whatever reason, the *Completed by date/timescale* should be marked with an asterix (\*) to highlight the fact that the action remains incomplete from an earlier date. Please refer to minutes of earlier meetings if needed.**

1. Approval of the minutes of the previous meeting.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
RD	MH	All in favour	n/a	n/a

2. Matters arising from the previous Meeting:

- a) Flag officers R&R – progress so far... (JB). John has done work on updating an original roles and responsibilities spreadsheet which no longer reflects current committee roles, etc.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Email committee new version of spreadsheet for discussions at future meetings	JB	By next meeting*

- b) Design of new cradle (DC). *Left until next meeting as Dave not present.*

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	About 50% complete (from previous meeting, design work aimed for completion by end of 2021)	DC	By next meeting*

- a) UKSA and our dinghy park and formation of subcommittee (PB). *Left until next meeting as Dave not present.*

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
BS	DW	Form a subcommittee (RD, PW, JB chaired by DC), to look into slipway options.	DC	Report back to future meetings for on-going review.*

b) Webcam and new security cameras (2 actions merged) (DC/GS). GS provided a brief update but this too to be left 'til next time as input from DC not present.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
PB	RD	Investigate higher definition camera that can be fully configured and image put on website. Get options and prices	GS (with contributions from DC)	Next meeting*

c) Abandoned dinghies for park, photos emailed, time-limits, etc (PW).

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	PW to photo all abandoned dinghies and send to GS to publish on our website	PW and GS	Next meeting*

d) Establish winch service schedule (DC).

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Contact Spencers to establish maintenance schedule	DC	By next meeting*

e) Update on key fobs (DC). Next time but progress being made.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Provide progress report on key fobs	DC	By next meeting*

f) Publish notice about limitation of use of central shed, kitchen, etc (BS/GS).

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
JK	GS	BS to laminate noticed stating limits to personnel. GS to put notice on the website too.	BS, GS	By next meeting*

g) Fire panel engineers report and engineers report on the centre store (PB). PB explained that all fire/emergency lights checked and/or replaced. All tested and working. He also described the engineers visit. Not impressed with him and no subsequent report provided.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Chase engineer for report. No further decisions can be done without this.	TP	Next meeting*
PW	RD	Buy/borrow 5 more ACROS to support building further in the meantime.	TP	Next meeting

- h) Reciprocal socials with CCYC (DW/PB/RD/GS). Good meeting with CCYC and hopefully a few reciprocal events to come. We are also planning a quiz to be held at CCYC in February.

### 3. Correspondence

- a) None

### 4. Reports:

- a) Vice Commodore House Report (RD)

RD showed his new ECSC Information folder and explained its content and where it will be kept (righthand cupboard in kitchen). This can be used to explain to fire-fighters what is where. However, production of a Routine Maintenance folder was still outstanding.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Create a routine maintenance folder.	RD	By next meeting*

- c) Hon. Treasurers, Finance Report. *Left until next meeting as Dave not present.*

DC asked by email to include a discussion concerning some changes to our banking to make things easier for us to manage cash payment of membership.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Discuss options for banking membership fees paid in cash	DC	At next meeting*

- b) Rear Commodore Sailing Report

- i) JB reviewed progress for the 2022 season and all in hand (including risk assessment), details on website. Racing fees discussed.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
PB	RH	Keep race fees at £40. Unanimously agreed	n/a	n/a

- c) Rear Commodore Stores Report

- i) RD reported that replacing our exiting water pump pipework, like-for-like, would cost approximately £700 for 100m. This was deemed too expensive and he was asked to investigate the cost of cheaper blue polypipe.

- ii) RD and PW also reported on the cost for replace the existing pump. A Ditch pump would likely cost more than £300 but these need priming so will need trained people to use and maintain them. It was also noted that we had replaced

numerous other inexpensive pumps over that last few years because they had broken or failed due to their use in seawater, which they weren't designed for. The committee felt that it might be more cost effective to buy a more suitable pump for the job e.g. a self-priming, stainless pump, with the understanding that it will be initially more expensive. PW also reported to the committee that hiring a digger (to break the back of the work needed to clear the slipway) would cost about £270 per day. This may still be an option...

- iii) PW explained details of various chemical, fuel, etc., and how they should be documented and where the documentation needs to be stored. This includes appropriate containers of the correct material for their volume e.g. metal containers for petrol of more than 10 litres. This is on-going with more details to come but needs to involve H&S too.

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Get costs of replacing existing waterpump pipework with blue polypipe	RD	Next meeting*
n/a	n/a	Get more prices for 2" self-priming stainless pump (electric).	RD	Next meeting*
n/a	n/a	Report back to committee on progress completing documentation of fuel store	PW (to include JK)	Next meeting

d) Rear Commodore Motor Boating & Fishing Report

- i) RH reviewed activities and reiterated that all details are published regularly on the website.
- ii) RD also raised issue of risk assessment for fishing which RH explained had been discussed with JK and his fishing subcommittee. The subcommittee felt strongly that nobody wanted to sign anything to do with risk assessment. After a lively debate, it was agreed that club rules needed to change to widen the scope of current ruling to include all club events and not just sailing (see actions in Health & Safety report).

e) Rear Commodore Social Report

DW drew attention to events published on the website. He also discussed a coffee machine/tea urn in order to do his planned Sunday morning coffee mornings. The feeling was that we start with kettles and, if needed, scale up as needed to satisfy demand. DW also discussed Mani (who runs an establishment in Cowes) attending the next subcommittee meeting regarding catering for club events. Consideration needs to be given to how/where food is prepared, given access to kitchen, and also insurance considerations. Commodore's Soiree planned for 11/12/22.

f) Health & Safety Report

*PB read a report by JK emailed to the committee as JK was absent.*

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
n/a	n/a	Discuss with JK our hygiene certificate needs in order to prepare and serve food	DW (with help from JK)	Next meeting
PW	GS	Amend Disclaimer (club rule 26) to cover all events and not just racing thus <i>"The Club will not accept any liability for personal injury arising out of use of the club premises and any other facilities of the club, or out of participation in any event <del>are</del> organized by the club; ..."</i> . <b>NB This will need to be ratified at the next AGM.</b>	GS	Next meeting
n/a	n/a	The fuseboard was inspected. When weather allows, apply flash-band.	PB, RD	Next meeting

#### 5. Membership

PW reported that 30 people didn't renew membership but some have explained why. An email with polite reminder to be sent out but if nothing paid by 7<sup>th</sup> January membership will be terminated. This was discussed by the committee and it was unanimously agreed that existing club rules must be consistently applied.

#### 6. AOB

<u>Proposed</u>	<u>Seconded</u>	<u>Vote/Action</u>	<u>Assigned to:</u>	<u>Complete by:</u>
PW	PB	Buy a gas BBQ	DW	Before first BBQ
n/a	n/a	MH reported a number of rallies. These should be published on the website.	GS (with details provided by MH)	Next meeting
RH	PB	Hire an inverter welding machine.	RH	As needed

7. Next meeting 2/2/22. AGM proposed Thursday 10/3/22.

**East Cowes Sailing Club**  
**Monthly Finance Report**  
 January 2022

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	Jan 22
<b>Income</b>	
Bank Interest Earned	0.46
Duty Waiver	225.00
Membership Fees	7,529.00
Social Income	33.00
<b>Storage</b>	
Mooring Fees	68.35
Mooring Sub-Let	43.00
<b>Total Storage</b>	111.35
Visitor Berth Fees	10.00
<b>Total Income</b>	7,908.81
<b>Expense</b>	
<b>Dinghy Park Costs</b>	
Dinghy Park Rent / Rates etc	7.00
<b>Total Dinghy Park Costs</b>	7.00
Hire Costs	40.00
Internet expenses	29.95
<b>Maintenance &amp; Repair</b>	
Changing room refurbishment	64.00
Cradles & Equipment	74.70
Dinghy Park & Race Box	100.00
Maintenance & Repair - Other	14.62
<b>Total Maintenance &amp; Repair</b>	253.32
<b>Office Expense</b>	
Phones	9.25
Stationary	157.77
<b>Total Office Expense</b>	167.02
<b>Rent and Rates</b>	
Harbour Dues	3,813.32
<b>Total Rent and Rates</b>	3,813.32
Social Expenditure	12.00
Subs. to other organisations	105.00
Tool Purchase	149.99
Tools Consumables	3.51
Waste Disposal	37.87
<b>Total Expense</b>	4,618.98
<b>Surplus for the Month</b>	3,289.83