



Minutes of 13/09/22 General Committee Meeting 8 p.m. via Zoom

In Attendance: Carl Upsall (CU), Catherine Pulis (CP), Ciaran Edwards (CLE), Irina Medunyak (IM), Izzie Parry (IP), , Jon Halden (JH), Martin Davies (MD), Martin Smyth (MS), Pam Phillips (PP), Sunny Rhodes (SR)

Apologies: Jonathan Males (JM), Adrian Simpson (AS)

The meeting met the requirements for being quorate.

1.0 Introductions

Apologies noted.

The Committee also noted that ME (Equipment Officer) had stepped down from the Committee. The Committee formally registered thanks for the work and contribution to the Club that ME had made.

2.0 Approval of Minutes

Agreed: Minutes of the General Committee meeting on 9th August 2022 were approved. [AGR 220913 2.0.1]

3.1 Development Plan - Club Duty Manager

The Committee noted the positive feedback from Club Members on the principle of having a designated Club Duty Manager to oversee and coordinate Club paddle sport activities. The Committee also noted that views were split on whether the role should be voluntary (on a rota) or paid (as a contracted service).

In the absence of JM who is leading the initiative, the Committee concluded it seemed sensible to pursue a voluntary path first and the paid option if that failed. A choice could be placed before the AGM for a remit on a paid role if it became necessary to take that route.

3.2 Development Plan - Volunteer Recognition Scheme

MS summarised previous AGM and Committee decisions on the recognition scheme to support and thank volunteers e.g. free paddles, CPD etc.

After discussion, no further initiatives were arrived at to add to the scheme, but discussion also reflected on dwindling responses to SPOND which meant it wasn't yet providing the reliable scheduling hoped for. It was noted that we seem to be reliant on a relatively small core of volunteers. JH suggested retraining and refreshers could be looked at over the autumn and winter months and hopefully get a broader number of volunteers engaged.

In discussing how to build a stronger culture of 'giving back' within the Club, CLE suggested researching options to include volunteering as a condition of membership.



Actions: MS to research on Clubs who have mandatory volunteering as a condition of membership. [ACT 220913 4.2.1]

4.0 AGM Preparation

Agreed: Subject to confirmation with JM, the AGM to be Tuesday 15th November 2022 at 8pm as an online meeting. [AGR 220913 4.0.1]

Updated wording for Constitution regarding appointment of Honorary Auditor to be taken to AGM. [AGR 220913 4.0.2]

Penalty payments will not be applied to late renewals, but WebCollect booking access will be blocked from November if a membership has not been renewed. [AGR 220913 4.0.3]

5.0 Committee Vacancies Update

Equipment Officer to be added to list of vacancies to be filled through next AGM.

6.0 Operational Risk Assessment

The Committee noted the request from LVWWC to have copies of our risk assessments (relating to operating at the Centre) each time we update them.

7.0 Financial Update

The health of Club funds was noted as the Membership Year comes to an end and renewals have started to be paid for. A discussion took place on an acceptable threshold for individual members' having levels of credit on WebCollect. IP is dealing with this through refunds.

8.0 Membership Update

Membership numbers were noted. The WebCollect "Prepaid" category was discussed and IP will look at options to deal with it. The Committee confirmed a Policy Statement that would support the proposal to go to the AGM on Associate Membership (that had been agreed at the last meeting).

Actions: IP to look at options on WebCollect to deal with the currently stated "Prepaid" option. [ACT 220913 8.0.1]

Agreed: Policy Statement on the criteria for Associate Membership that will support the update in the Constitution showing the membership category of Associate. [AGR 220913 8.0.1]

9.0 Welfare Update

CLE reported that the Sub-committee had updated three policies for review by the Committee next week, and Code of Conduct updates.

CLE raised the issue of changing room safety and protocols as the Centre's own practices don't provide for what we may wish as a Club.



Actions: Welfare Sub-committee to check what's covered in LVPC agreements with the Centre and explore what options the Club has. [ACT 220913 9.0.1]

10.0 Coaching Update

JH updated on coaching activity: 15 people on moving water development; stadium safety courses going well; and, a new push underway to offer coaching for existing members. JH also looking at a proposal for a Boater-X/Extreme Slalom Event.

11.0 Safety Update

Covered in earlier items.

12.0 Equipment Update

Current issues on bungs and airbags noted and will be resolved this week.

JH noted that the annual equipment check was due. IP and MS volunteered to help JH.

Actions: JH to coordinate annual equipment checks. [ACT 220913 12.0.1]

13.0 Discipline Update: Flat Water

MD updated that a stock of boats had been moved to the Rammey Marsh facility with more to follow. Will be able to start using soon, but with darkening evenings activity most likely to be at weekends. MD is currently producing risk assessments for flatwater incorporating Rammey Marsh.

MD also noted a success at the recent Bishops stortford Sprint Regatta.

14.0 Discipline Update: Freestyle

Nothing to report. Representative to be sought.

15.0 Discipline Update: Rafting

Nothing to report.

16.0 Recreational Paddling

A brief check on plans for the forthcoming Paddling Festival took place.

17.0 Discipline Update: Slalom

CLE provided an update on summer activities including Talent Camps and preparation for the next eight week block of training for 9-13 age range paddlers.

18.0 Comms Update

Nothing to report.

19.0 AOB

Planning to start for a Christmas event with Pam taking the lead.



MD and MS described the little known BC Associate Membership that applied to our Club members as we are an Affiliated Club. A message describing the provisions of BC AM is to be sent to our members via WebCollect.
