



## **Minutes of 14/03/2023 General Committee Meeting 8 p.m. via Zoom**

**In Attendance:** Jonathan Males (JM), Carl Upsall (CU), Catherine Pulis (CP), Ciaran Edwards (CLE), Irina Medunyak (IM), Jon Halden (JH), Martin Davies (MD), Martin Smyth (MS), Pam Phillips (PP), Peter Nash (PN), Spencer McMullen (SM)

**Apologies:** Adrian Simpson (AS), Izzie Parry (IP), Sunny Rhodes (SR)

The meeting met the requirements for being quorate.

### **1.0 Welcome and Apologies**

Apologies noted.

### **2.0 Approval of Minutes**

**Agreed:** Minutes of the General Committee meeting on 14<sup>th</sup> February 2023 were approved. [AGR 230314 2.0.1]

From previous Minutes: Updated welfare documents have been placed on the website.

### **3.0 Club Vision and Development Plan Update**

JM reported back from LVRPA/GLL meeting. Specific requests from the Club were presented e.g. Sunday paddling, summer schools, preferential booking rates.

PB (LVRPA) asked for data to assist their analysis. JH has ascertained that there isn't the flex within WebCollect to gather all the data. We will provide where we can.

Discussion amongst the Committee took place on the implications for the Club of not being able to expand activities at weekends and through summer schools if the Centre is unable to provide water times. For example, summer schools have been identified as key income to fund the Duty Manager role. We will also emphasise and demonstrate that summer schools are part of the British Canoeing Pathway which the Centre also supports.

JM will continue to liaise on summer and Sundays with the latter more likely on the not profitable sessions for LVWWC.

The Committee will continue to support and promote the activities of the Centre as part of everyday LVPC operating.

### **4.0 Club Weekends Away**

Proposal from JM / JH to promote (say) 3 events per year for whole Club attendance.

Symonds Yat 6/7 May for recreational paddling and the slalom event and perhaps Tryweryn, HPP later.

Options discussed included running as Peer Paddle or Club official paddle session. To put in place would require an invite and sign-up note, risk assessment of a section of the river



(Symonds Yat fairly straightforward and frequently paddled and Tryweryn could be peer or coached), look at ratios, risk assessment, dynamic risk assessments needed by coaches/leaders.

JH - we could put a round robin on coach availability, set ratio eg 1-4 and offer that number of coached places. Could then adjust if senior paddlers would also be in attendance to assist. For Tryweryn, paddlers would book in themselves to the whitewater centre.

PN - may need to look at what kit is needed for less experienced/less kitted-out members. PN can possibly assist with transport of equipment.

PP raised that consideration would be needed on charges for Club kit use and comparison to our usual charging policy. Deposits on equipment were also suggested.

CLE raised covering-off the welfare requirements for trips, and with regard to junior paddlers, ensuring in loco parentis arrangements are agreed.

**Actions:** JM, PN and JH will be working on the details for how such trips will operate and will also look for some single day paddling opportunities. [ACT 230314 4.0.1]

## **5.0 Financial Update**

50k average on the Club bank balance. A new Barclays compliance requirement has been dealt with. Thanks to Ros and the event team for earning from the recent slalom event.

MD raised a question on losses over winter water time bookings and the patterns of loss and subsidy e.g. summer months' income covering losses. JM confirmed it would be a good aspect of operating to assess suitable monitoring information.

Discussion took place on the timing to increase the number of Club Night sessions for spring/summer months. JH added that safety staff availability should be a consideration and plans are in-hand to train more volunteers.

**Actions:** PP and JM to look at numbers and circulate a plan for extending the number of sessions (ideally for early May). [ACT 230314 5.0.1]

## **6.0 Membership Update**

Currently sitting at 399.

## **7.0 Welfare Update**

Nothing to report.

## **8.0 Coaching Update**

JH raised the practicalities on how coaches find out who the Duty Manager is and how to contact them. CLE proposed a dedicated phone for the Duty Manager with a pay -as-you-go sim, then there is just one number to know and use. CU offered to donate a phone and have



the responsibility for the top-up with IP and MS to authorise the reimbursement. CLE will look after the charging of the phone.

**Agreed:** Duty Manager phone to be introduced and operated, overseen by CU. [AGR 230314 8.0.1]

JM asked for a discussion on feedback on the Duty Manager role and activities so far. For him, it had involved meeting with new starters, organising return of kit, greeting and thanking the bank volunteers.

Storage of safety knives was raised.

**Agreed:** Knives will go in a locker and the key will be available to Duty Managers (the phone could also go on the locker). [AGR 230314 8.0.2]

JM said we would keep going for another month with just Committee members before inviting volunteers more widely.

### **9.0 Safety Update (including Operational Risk Assessments)**

JH suggested dates for first aid: 13/14 May, 9/10th Sept, 11th/12th Nov. These dates are currently reserved if we want to take them up. This would get more bank safety trained. Last time the training broke even.

**Agreed:** JH to go ahead and provision the training. [AGR 230314 9.0.1]

### **10.0 Equipment Update**

Club storage update - proposal from Martin Davies to move boats to Ramney Island. There has been a further conversation with BC and it's confirmed we need to move those not in the sheds. There are options to improve our use in the sheds, but this is still likely to provide sufficient room for our needs. MD has offered some space at Ramney Island with the added benefit of offering more stable craft for the beginners there for sprint.

CP offered to check with GB Rafting on their equipment storage in the Compound.,

JM is still liaising with LVRP about longer-term Area 4 opportunities.

**Agreed:** What can no longer be stored at LV in the Compound will be moved to Ramney Island as a temporary measure for the time being. [AGR 230314 10.0.1]

### **11.0 Discipline Update: Flatwater**

MD wishes to encourage more LVPC coaches and volunteers to get involved in flatwater racing skills.

### **12.0 Discipline Update: Freestyle**

No update at this time.

### **13.0 Discipline Update: Rafting**



CP asked if additional rafting time could be agreed when Club Night sessions go up to 3 hours. As a proposal, can rafts go on for 2nd and 3rd hours. There are only 2 teams at the moment plus new starter sessions so it won't be disproportionate to the number of kayakers on the water. It could even be every other week rather than weekly.

It was also raised if there could be regular provision for extreme slalom on the 3rd hour. It was noted that these proposals would need full and detailed risk assessments and monitoring of initial sessions for further practical assessment. Also they would need to be advertised to members in advance.

**Agreed:** Rafting agreed but with gates in one section only and only on session 3, with advance notice to all members and signed-off risk assessments in advance of the first session. SM and the Duty Manager to monitor the initial sessions and make recommendations on risk updates. [AGR 230314 13.0.1]

#### **14.0 Discipline Update: Recreational**

No update at this time.

#### **15.0 Discipline Update: Slalom**

CLE gave an update on the BC funded coordinator role and holiday camps. Final details of what is proposed have been polished, the BC team are drafting their governance note for comment by us, and once we are happy, they will start recruitment, hopefully having someone in place by mid June.

#### **16.0 Communications**

Nothing to report, but noted that Adrian is unable to contribute fully to this role because of his occupational workload.

#### **17.0 AOB**

No AOB raised.