

Royal Welsh Yacht Club

Minutes of the Management Committee Meeting held in the Club and on Zoom
Thursday 27th April 2023.

Members present:

Tom Edge	(TE)	Commodore
Jan Edge	(JE)	Regalia / Minutes Secretary
Linda Park	(LP)	Social Secretary
Frank Smykowski	(FS)	Rear Commodore
Julie Lewis	(JL)	Assistant Social Secretary
Daniel Hanlon	(DH)	Membership Secretary
Sarah Roberts	(SR)	Vice Commodore
Keith Belfield	(KB)	Secretary
Clive Haycock	(CH)	Committee Member

On Zoom

Jane Crowther	(JC)	Treasurer
Chris Jones	(CJ)	Sailing Secretary

Apologies:

David Richardson	(DR)	Southern Squadron
Bethan Majski	(BM)	Committee Member
Kate Jones	(KJ)	Committee Member

Did not attend

If you cannot attend, please offer apologies

Elin Dillon	(ED)	Committee Member
Iwan Rees Jones	(IRJ)	Committee Member

Approval of Minutes of meeting held on 29th March 2023

Proposed: Keith Belfield, Seconded: Frank Smykowski - Passed Unanimously

Conflict of Interest : None

Matters arising – see action list

1.	Operating manual not yet circulated
2.	CASC application – completed
4.	Flagpole – to be returned to TE on 3/5. Work party to be organised for 4 or 5/5. Screen to be fitted and gate on roof.
5.	2 shower mats for mens shower bought.
6.	Letter to King Charles – best sent after his coronation and we will take advice from his secretary.
7.	Club Logo – Decision made for Welsh on top and addition of 1847, with gold lettering on Club signature.
9.	List of Members – Member MOJO will solve the problem of who has paid.
11..	Malcom will speak to Waste Disposal department re bins.
12.	CNJ has had email response from Plas Menai. Next move is to ascertain numbers,

	cost and collect money. Acceptance form signed and returned.
16.	Revision of Membership Application Form – must be sent by email.
18.	List of Members email addresses – in hand
19.	Bank investment – done
20.	RWYC/RAYC Joint Dinner Dance – to be addressed at a later date.
21.	Circulation of Asset Register Forms – in hand
23.	New Patron – not sure if King Charles will continue as patron or whether it will be the Prince of Wales.
24.	Rowing risk assessment document now on iCloud storage.

Officers Reports

COMMODORES REPORT

Incorporation.

CASA application imminent with HMRC – Liam has all in hand to send this week. We need a list of the Directors. Names of Trustees on Land Registration documents will require amending. Asset transfer forms the following have been completed in draft: Rowing, Tegerty bar, external areas, landing and stairs, kitchen, lounge area, snooker room, typing to be completed- Mezzanine yet to be started and we need to decide what is of value to the Club.

Flagpole/ Projector Screen/ Flagpole Access gate – Work Party

To be returned Wednesday 3 May to TE house – can we get a team together 0900 Friday 5 May, pole down and up, fit gaff and back up ready for 6 May; fix and wire the new screen; weld and fix new gate – all same day?

CADW/ Building Project.

Arrangements for investigation work agreed with Team as 23 and 24 May, Archaeologists excavation access 22 to 25 May. Architects work to commence end May – completion July. Preparing Scoping document to start negotiations with Antur Waunfawr for operational and access legal agreement. Bill Barry providing opening up work as RWYC matched funding. Use female toilet as unisex 23 May as access to the Gents toilets will be restricted.

RYA Cymru Wales.

Working closely with RYA CW on outline development strategy, and incorporation to take the club forward and gently bring it in line with RYA guidelines. First step an anonymous membership information gathering survey following RYA guidelines – delayed to June.

Female Toilet Refurbishment

Scope extent of work and specification- cost to be sorted, delayed to May/June.

New Furniture – Tables and chairs

Delivered April 25 – outstanding balance paid. Two old chairs sold, round tables and a few old chairs to Tegerty bar, Richard Prichard may take ten with a donation to club funds – remainder?

Tegerty Bar

Needs improvement. Warm lighting to be fitted and stone mullions cleaned. Need to make it usable for small wedding party in near future.

New RWYC Logo and Information Board

We have had the original blue logo redesigned – as per top of page – we need to agree a standardised format, currently we have both the original Blue one and the new in use. Chris has provided logo that our Patron suggests. Need to add new Patron to lounge information board.

Need the full name of the Club to distinguish from Prince of Wales logo and welsh translation to be added.

VICE COMMODORE

ROWING

The Clubs biggest rowing weekend took place this month with the Castle to Castle and League races. Seventeen boats took part in the Castle to Castle including a Quad for the first time. An Irish team, Vartry, attended borrowing one of the Club's boats.

Support on the water was provided by PDSC and Club members, either on their own boats or utilising the Club Whaly boat. The winners in a time of 2 hours were Beaumaris Senior Vets followed closely by Ynys Mon Seniors and Aberystwyth men. On Sunday the League races were held - this time eight different teams contested the Senior, Mixed and Womens races with Beaumaris coming first in all categories. Crew numbers were in the hundreds for each day bringing in a tidy revenue to the Club.

Many thanks to the hands-on crew who provided catering, beach support, taxi service and on the water support throughout the build-up and on the weekend.

REAR COMMODORE

1. Non members visiting the club - issues reported by a member
2. Cameras to be fitted - vote required
3. Work to be done on the plaster / leakage from the roof
4. Electric works
5. Whaly boat - communication issues
6. Bin update
7. Cash bar - future considerations

1. **Bin Update** – Malcolm contacted waste disposal department

Projects in the Building

2. **Electrical**
Fuse box does not trip properly – need to book electrician. FS/CH
CH can source and fit new fuse box, he will have a look at it.
3. **Plaster**
Leakage from lead flashing on roof – sealant not fit for purpose. FS
4. **Work on roof railings**
Quote will be around £1000 to include the Barbican and roof railings – to be circulated to Committee. FS
5. **Cameras**
We have a webcam overlooking the wall in direction Anglesey Arms – this

would be important as a deterrent to kids climbing the wall.
Members want a webcam on the website. Do we need a webcam looking up the Straits.

LP suggested that as there is no way of monitoring who is coming in and out of the Club, a webcam was needed at the top of the stairs looking down.

KB - All Committee members would have access to webcam footage.

FS – Motion activated only

FS to talk to Mark Walton who has a business dealing in such matters.

Unanimous vote for:

1. Re-position the webcam to look down the Wall
2. A new camera to be purchased to be positioned internally.
3. The webcam showing weather was outdated, but members seem to want this even though it has not worked for years. Possibility of using Victoria Dock camera on our website or using an APP based system.

6. **Cash Bar**

Did not work in the Tegerty Bar as people do not use cash.

£500 was spent on stock but not much was sold.

People want draught beer

A second card reader needs to be paid for or we source a hand held using smart phone owned by the Club.

This needs to work for Regattas.

Use a beer keg on the day and stock with bottles/cans

The Tegerty Bar must be kept clear and not used as a dumping area.

We don't have to spend a lot to tidy it up.

7. **Complaint from Social Member**

Social member complained that too many visitors in the Club during the evening of the Castle to Castle rowing event.

Conflict between opening the Club to visitors/local community and too many members/visitors in the Club at one time.

LP – is there a way of charging non members extra for drinks as it is not right that members do not have special privileges.

CH – introduce discount card but this is not feasible at an event.

TE – RAYC each member has an account which is pre-loaded with money and a 5% discount is given. This has the advantage of paying for stock in advance.

KB in support of charging non members extra by using the membership card which would be swiped to get the benefit.

JC - this has been discussed many times but Graeme has strong views on charging 2 different prices.

LP suggested putting up the list of bar prices but members get a discount when membership card swiped.

This would mean a new till would have to be purchased.

CNJ – we have 2 choices a) Management Committee decide to get a new till and issue new membership cards with swipe facility or
b) consult the membership to get approval.

FS to contact the social member and assure her we are considering the problem.

FS

8. **Whaley Boat**

Now fixed but in future a written agreement necessary for Above the Brine as too many people were communicating.

CNJ – regarding misuse of the boat, who is using the boat needs to be

recorded and any problems need to be communicated.
FS said this was in hand.
Terms of Whaley boat use to be sent to Caernarvon Harbour Trust.

Sailing Secretary Report

Liverpool Cruise was cancelled and will be re-scheduled.
Harrison Jones to apply for MSI number for group contacts.

Secretary's Report

Data sharing site Royal Welsh Yacht Club has been set up. Progress ongoing. Access can be made via the link: [access to RWYC files](#)

Insurance: At the previous meeting details of the RYA proposal for Club insurance was tabled. Comments please. Details [Insurance details](#)

Whilst new quotes were tabled back in February giving plenty of time for consideration prior to the expiry date in late May. We now really need to make a decision as to the way forward for renewal. There are two options:

1. Continue with the existing policy.
2. Change to Gallaghers (RYA) Which one?

Both policies are similar with the same cover and whilst there has, as yet been no firm quote there are some advantages with the Gallagher's policy.

- Specialist proposition for RYA affiliated clubs,
- recognised training centres and affiliated organisations,
- RYA endorsed insurance partner for over 40 years,
- Gallaghers arranges cover for 85% of RYA Affiliated Clubs,
- 98% of clubs insured with Gallaghers renew their policy,
- Dedicated RYA Gallaghers assigned account management with a wealth of knowledge and experience.

TE was disappointed with the shambolic approach of our insurance brokers as they did not seem to understand our policy.

Since Gallaghers insures 85% of other sailing clubs, they seem to know what they are talking about. TE in favour of change. Policy covers same (apart from the building, which is not insurable)

CNJ also in favour of Gallaghers.

KB to find out whether 'loss of income due to closure', Public liability and Flag Officers liability will be included in the new policy.

Agreement to change unanimous.

Mojo Membership

Both Daniel and Keith have admin access to the trial version, members of the committee were introduced to it at the last meeting.

The trial version has less than a month to go.

To explore Mojo properly we need to use it therefore we should proceed.

- It will be useful when we have a dinner with 30 tickets, when 30 have paid there will be a cut off.
- It will help with new memberships – once money is paid, email sent and membership card issued and all processes will be done online to reduce work for everyone.
- The system does not support Go Cardless, therefore the biggest element would be that members would have a link to pay their subscriptions, they need to be warned in advance, and then the Mojo system sends reminders automatically until subscriptions are paid. If a discount is offered on the bar this would be an incentive to pay.

FS asked how many pay by Go Cardless. What was the logic of Go Cardless? - it seems the Bank will not allow payment by Direct Debit so Go Cardless was the answer.

To proceed with Mojo we need an updated list of members as soon as possible.

MEMBERSHIP SECRETARY

New Membership Applications

- Geraint Brython Edwards, proposed by Daniel Hanlon and seconded by Frank Smykowski, has applied for social membership. From Daniel Hanlon:

"Geraint is a local solicitor who's been the the clubhouse on many occasions over the last year or so. He has helped run a couple of the Friday quizzes and I think he'll be a great asset to the club."

Application published in newsletters 17/04 and 24/04.

- Graeme and Lyndsay Harrold, from Pwllheli, have applied for full membership - proposed by Bob Lowe and seconded by Tom Edge. Bobs tell us:

"Lyndsay has been an active member of Pwllheli SC's Management Committee for many years and was I/c social events for several seasons. In January she has been advanced from Rear Commodore to Vice-Commodore. With Graeme they recently upgraded their small cruising boat and have bought a Westerly Storm with the intention to both race and cruise on her. This is a family affair with their daughter, Morgandie, racing regularly with one of the club's top ISORA yachts."

Application published in newsletter 24/04.

- Jacqueline and Christopher Rietz, from Bury St. Edmunds, have applied for full membership - proposed by Darrel Walters and seconded by Chris Jones. Darrel tells us:

"Jac and Chris are new to sailing and would like to join the club for social cruising."

Application published in newsletter 24/04.

Membership breakdown:

Cadets:	1	
Overseas:	10	
Honorary:	11	
Full:	73	
Social:	73	Approx 25% of 301. DH to check limit in constitution
Senior:	133	

Total:	301	

Payments received - 257 members
Payments outstanding - 44 members

For consideration:
Proposed updated membership application form attached.

TREASURER

Financial Position:

Business account	£	1,940.45
Subs account	£	26.44
Investment account	£	122,468.34
Petty Cash	£	3.68
Total at Bank	£	124,438.91

NOTES:

I have completed all the paperwork and submitted it to Lloyds bank to open a new deposit account:

Fixed term = 6 months

Interest rate = 3%

Deposit amount = £60,000.00 to be taken from the "Business Instant" account number 07890134

No extra amount may be added or removed from this account during the fixed term period (6 months)

Start date = 5 working days after today = 7th April 2023

At the 6 months completion date (6th October 2023) I have opted for the principle amount and the interest to be rolled over for a further 6 months. This can be managed, on line at any point during the period.

Since last meeting, larger amounts paid OUT include :

Trent Furniture Ltd balance for chairs and tables paid on 21 st April	£2,342.96
Upholstery of bench seat and chairs	£420.00
RYA affiliation fee	£515.00
Outdoor Partnership	£150.00
New fridge freezer	£644.00
We have paid £330 to WSRA - collected in from the rowers for their 2023 fee	

Since last meeting, larger amounts received IN include :

We received grant of £100 from Council towards Regatta catering costs

Caernarfon Sailing Club have now PAID their invoice for £63 cartridges used at the Regatta

9 invoices for adverts in the Year Book remain **UNPAID** totalling = £670.00

Without all the information on the C 2 C and League events in yet, I can't cost it, but it looks to be very lucrative !

SOCIAL SECRETARY

1. **Quiz nights**
Continue to be very successful
2. **Castle to Castle Rowing Event**
Showcasing the best of rowing organisation.
3. **PD Regatta**
First date 3rd June. (17th June if cancelled) Hosting for lunch and as there will be families will need to take that into account. Vice Commodore to co-ordinate with PDSC as Commodore and Sailing Secretary will be away on holiday. LP/JL/SR
4. **LaLa Rally – 15/16 July 2023**
Jobs for catering will need to be identified and allocated. Fi Jones “buffet plate” drawing requested. LP/JL

Volunteers sought for preparing food, serving, clearing up etc
5. **Annual Dinner Dance**
Victoria Hotel, Menai Bridge has now reopened. Need to investigate whether this can be a future venue. TE/JE
6. **Honesty Box**
Translation into Welsh required BM
7. **Outside Catering**
A letter is required for external caterers to advise on food allergy guidance. Kitchen forms need to be filled in. TE/LP
JL

GCC Food Hygiene inspection letter to be copied to SR and LP TE
- 8.. **Coronation Event 7th May 2023**
 - Reminder in the Bulletin to bring food.
 - Mo & JJ decorating the room
 - Serviettes/cutlery, jugs for Pimms required.
 - FS to stock the bar.
 - SR to find support for help in bar.
 - Cocktail bar in the evening.
 - Umbrellas to be erected on the Barbican
9. **Stainless Steel Pans**
No objections to buying new stainless steel pans for the kitchen. JE
Suggestion of looking into second hand pans.

SOCIAL MEDIA

JS is processing the quarterly bulletin
FS to update the website with rowing information.

ANY OTHER BUSINESS

- Bar**
Surcharge on bar prices needs a decision. We should wait for Graeme's return to get his advice. His opinion is valuable but since he is an employee we will have to make the decision. KB to check cost of new till from Bangor Cash Registry. KB
Check with Mojo that membership cards can have a magnetic strip for swiping. KB
- Quiz**
To continue through summer as social members like it. If quizzes required JL/
Ken Newing has offered to provide them – TE to give contact details to JL. TE
- Operating Procedures**
Still to be circulated. KB
- Email System**
Even after 'secretary' typed wrong in the email address, there was no failure notice. FS to ask Delwyn why. Perhaps the issue is sending over the limit of emails FS

Date of next meeting:

Thursday 25th May 2023, at 19:00 in the clubhouse and on zoom

Please note **FOLLOWING ACTIONS LIST**

Actions

1.	Circulation of Operating Procedures to Management Committee	KB
2.	Flagpole - liaison with manufacturer ongoing	TE
3.	Incorporation – List of Directors	KB/TE
4.	List of Assets in Mezzanine to be prepared.	TE/SR/JE
5.	Work parties for Flagpole, Projector Screen and Access Gate	TE/CH
6.	Letter to King after coronation	KB
7.	Club logo – to be agreed with Brodwaith	JE
8.	Building Project – Design Team Co-ordination. AW/CADW Access scoping document.	TE
9.	Waste Disposal – delivery of bins awaited.	FS
10.	Tegerty Bar improvement	TE/SR/FS
11.	Webcams - FS to speak to Mark Walton	FS
12.	Electrical Work – new fuse box	CH
13.	Plaster / Leakage from roof – circulate quotation	FS

14.	Roof and Barbican railings work – circulate quotation	FS
15.	LALA Rally organisation	LP/JL/TE
16.	New cash register to incorporate membership cards	KB
17..	Recording of Whaley Boat usage	FS
18.	Insurance to be renewed with Gallaghers. Check on “loss of income” and insurance clauses.	KB/JC
19.	Proceed with Membership Mojo – need current members list URGENT.	KB/DH
20.	Update list of members email addresses – approx. 25% social members. Check actual percentage allowed by the constitution.	DH
21.	Welsh translation for Honesty Box	BM
22.	Completion of Kitchen catering forms and letter for outside caterers to advise on food allergies. GCC letter to LP/JL/SR	LP/JL/SR/TE
23.	Stainless steel pans	JE
24.	Update website with rowing information	FS
25.	Failure notice to be issued when email is wrong / bounced back.	FS
26.	Yearbook - review of content to reduce cost.	TE/FS/JS/KB/LP
	Agenda and Officers Reports to be issued to KB at least 4 days before the meeting.	All