

Royal Welsh Yacht Club

Minutes of the Management Committee Meeting held on Zoom.
Thursday 29 August 2024.

Members present on Zoom:

Tom Edge	(TE)	Commodore
Jan Edge	(JE)	Regalia / Minutes Secretary
Frank Smykowski	(FS)	Rear Commodore
Mark Pearson	(MP)	Website & Media
Mike Hamer	(MH)	Joint Rowing Secretary
Kate Jones	(KJ)	Joint Rowing Secretary
Keith Belfield	(KB)	Secretary
David Chinn	(DC)	Membership Secretary
Nigel Oldbury	(NO)	Yearbook Coordinator

Apologies

Linda Park	(LP)	Social Secretary
Sophie Mohun Kemp	(SMK)	Sailing Secretary
Sarah Roberts	(SR)	Vice Commodore (Present part of time)
Neil Christian	(NC)	Treasurer

Did not attend.

If you cannot attend, please offer apologies.

Elin Dillon	(ED)	Committee Member
Iwan Rees Jones	(IRJ)	Committee Member
David Richardson	(DR)	Southern Squadron
Clive Haycock	(CH)	Committee Member

Approval of Minutes of meeting held on 23rd May 2024

No corrections. Proposed by KB seconded by DC.

5. Conflict of Interest: None

6. Health & Safety Issues: Roof beams still outstanding.

7. Gas appliance Service: No progress

Actions

3.	We are now able to add KB, NC, and FS as directors of Royal Welsh Yacht Club	TE/KB/NC
4.	Incorporation CASC application to HMRC – Not completed yet. Promised by 5/9/24	FS
5.	Formation of RWYC Incorporated and the RWYC Trading Company	NC
6.	Grant funding - To discuss later.	TE
7.	Rowing sponsorship for funding – To discuss later.	MH
8.	MP has a quote.	MP

10.	Yearbook review and proposal for 2025 – NO has questions	NO
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8. Food Hygiene Inspection

SR to comment.

9. Incorporation

NC has received an email in which we have been granted Royal Welsh Yacht Club, now the bank account can be changed etc.

10. Land Registration Transfers

NC has spoken to Carter Vincent, and this is now in hand.

11. Grant Applications

Sport Wales will fund equipment and upgrade facilities, but it is better to separate the two sorts of application as the process is quite long winded. We should decide on the priority and allocate someone to do each application as the forms are long and more people are needed to assist in answering all questions.

TE suggested that there are other avenues to explore regarding facilities upgrade.

DC felt that we should now investigate acquiring a training scull, as the new double scull is not stable enough for beginners. The two yawls are heavy and take effort to launch although they are very stable. A proper training scull would help to encourage new rowers.

The two choices are between Swift boats and Lite boats. Re Swift boats, two floats can be attached to the riggers to give stability, then eventually removed. The prices of each are comparable but as we have now established a relationship with Swift boats, negotiations are possible. KJ suggested contacting someone in Deganwy who has a double Lite boat. DC to investigate both possibilities and the grants available from Sport Wales.

It was noted that the principal priority for grants is the upgrading of the Ladies Toilets.

13. Rowing Business Case – see report MH

Fees

MH felt that RWYC fee for Rowers was expensive in comparison to other rowing clubs and that we should either reduce fees or include more in the fee.

Rowers pay extra £15 for WSRA insurance and Winter rowing at Port Dinorwic costs £200-250 for November to March. Since the Club is growing in the number of rowers we should make it more attractive, building on coaching facilities. It is expensive for rowing coaches to do the course with Outdoor Partnership and then must join British Sea Rowing at £70. DC stated that he paid £30 for membership of BSR.

Indoor rowing sessions are important to retain fitness, which members are paying themselves. To include this in a package would encourage more rowers to join RWYC at a cost to the Club of £1350.

Sponsorship – We could attract three sponsors (1 per boat) at a fee of £350 per boat, offer a free ad in Yearbook and social membership for two people. Sponsors would be involved in starting League races and presenting prizes.

WSRA Fee

Discussion followed on what the £15 WSRA fee covered and what was not covered. TE not happy about total disability from work not being covered. Rowers pay this fee individually, but the Club submits the bulk fee with a spreadsheet of people involved and to date DC had not seen any acknowledgement of proof of affiliation. Clarification of responsibility is required before RWYC agrees to include this fee in membership fee. MH to investigate.

TE pointed out that the question of Rowers fees may be challenged at the AGM, as any changes would have to be put to the Membership and the Constitution changed. There are a larger number of sailors who all pay insurance etc and this could be a divisive issue.

Joining Fee

Joining fees vary from Club to Club, e.g. RWYC is £25, Northwest Venturers £45, Cardiff Bay £100. If this is waived for Rowers, then we lose it from all other joining members.

The Demographic is not wealthy and members joining must pay £144 + 15 + 25, instalments would be easier for members, but this is more complicated for administration.

As rowers tend to be younger, there is a category of Cadet members 18-26 who do not pay a joining fee. A further category of 27 – 35 would be a useful way of overcoming the expense. This is already the case at RAYC.

14. Short, Medium, Long Term Strategic Club Planning

Needs further thought. See Commodore's report for suggested scope.

15. RYA Grant Funding

To be addressed.

16. CASC Application for RWYC Ltd

This can now go ahead. FS needs information from NC. This needs to be circulated by 5/9/24 before submission to HMRC.

OFFICERS REPORTS

COMMODORE - see attached.

Comments:

1. Scope – Strategic Plan. All should think about this for short-, medium- and long-term replacement of people and items.
2. Lift and Toilet Block - Anton Waunfawr seem reluctant to progress this and since the Club would have to spend £30 - £40K to start with, a meeting with CADW and AW, with their insurers is important to identify whether we should continue.

VICE COMMODORE

SR would like to buy additional furniture for the Barbican at a cost of £240 to replace the rickety chairs. This was agreed.

REAR COMMODORE

1. Looking at the new employment bill for zero hours contracts to be introduced before the end of the year, unless employees opt out, it will be necessary to guarantee a specific number of hours. As we are changing to a Ltd company, contracts will have to be renewed.
2. Certain issues with John Morgan will have to be addressed. He is not cleaning up the bar after his shift, so Carol must do this. The issues will be dealt with at the staff review in September.
3. Minutes of House Committee not yet issued but this includes:
 - a) getting rid of mould in alcove – considering wood panels to create an air space to allow moisture to escape – solution and cost to be investigate.
 - b) Bathroom is a priority.
 - c) Cameras – CCTV and webcam have not been dealt with.
 - d) Consider members suggestions to changing opening hours on Sundays to afternoons
4. Request from Mike Jones widow for a photograph to be included in the Bulletin.

Social media - Quarterly Newsletter finalised however not enough articles.

SECRETARY

1. **Update on MOJO** - working well, however a method of backing up data is required so that all data is not lost if something untoward happens.
2. **Payment Methods** – These should be streamlined next year, there is a possibility of stage payments for those who genuinely benefit from payment by instalments.
3. **Door Control** – The system allowing membership cards to be used to open the door would cost £1200 plus VAT. This was agreed. This would not happen immediately but can be installed and implemented when we have a programme. As far as Fire Risk Assessment, this system can be used on normal Club days but with Events, where a large number of people are in the Club, the inner door would be wedged open. If we have a document that states we have considered the fact that there would be a “hold open” system and this is on record, this should be satisfactory.
4. TE has prepared a check list for the FRA.

TREASURER

Year End accounts are being produced. Everything under control.

MEMBERSHIP SECRETARY – see report.

1. MOJO working satisfactorily. Re loss of data, a backup has been sorted which will be refreshed every month.
2. Expired members have been archived.

3. An email about paying through Mojo will be sent to membership explaining why we are doing this. New members are told, "this is how we Pay" and if anyone says they have a problem there is a possibility of introducing a 6mth category.
4. Complimentary Membership – only applies to Richard Pritchard.
5. New members – see report.

ROWING SECRETARY

KJ advised rowers would be camping at Aber Menai over the weekend.
Training for River Race ongoing.

WEBSITE see report

Quote for Members Only area on the website £452.86. This was approved.
Information to be in this area – data of a personal nature, Minutes of Management Meetings, Accounts etc.

Marine Traffic Map – awaiting resolution.

Email from Christopher Petrich of Jenpix - MH said it was not of value to us.

Webcam – not resolved.

Translation - £80 per one thousand words. KJ to have a look at website to ascertain which sections should be translated. For new members emails should be in Welsh also.

SAILING SECRETARY

Feedback on Regattas at a meeting in September.

RYA Activities 5/6 October circulated.

Training Centre – JS to be asked to take this on when SR becomes Commodore.

SOCIAL SECRETARY

Change in date of AGM and Dinner Dance to 30th November 2024 has been notified in the Monday Bulletin.

2025 YEARBOOK

TE to send contact details of Alan Jones, editor and publisher of previous yearbooks.

Programs needed by the end of November from Sailing/Rowing/Social secretaries, although accurate dates cannot all be supplied by then. Yearbooks are generally finalized by the end of February/ beginning of March.

Reminder in weekly bulletin for logbook entries – boats have been to Scillies, Isle of Man and Scotland.

Content should be at least 46 pages. Keep the weight down to under 100g because of postage.

SR needs to write article for front of yearbook.

Larger font required.

Sponsorship and advertising – FS have a spreadsheet he will send to NO. Keith Bellfield / Harbour Trust / Hedge Illustrates to have free adverts.

ANY OTHER BUSINESS

Keith Jones has been passed fit and can now carry out plastering work etc.

Quarterly Newsletter – needs more articles from Rowers.

Date of next meeting:

Thursday 26th September 2024, at 19:00 on zoom only – link by KB/FS

Please note and complete the **FOLLOWING ACTIONS LIST**

Actions

1.	Results of Food Hygiene Inspection	SR
2.	2023/24 Accounts	NC
3.	Incorporation, bank account, cards	NC
4.	Transfer of assets from RWYC to incorporated	NC
5.	Choice of Swift or Lite training scull	DC
6.	Rowing Business Case to be developed for next meeting	MH
7.	Case for Young Persons membership category	MH
8.	House Committee minutes and CASC for limited company application.	FS
9.	Website translation	KJ
10.	Alan Jones contacts details for NO	TE
11.	2025 Yearbook programmes from Social, Sailing and Rowing Secretaries to NO. FS to send advertising spread sheet to NO.	NO/KB/SMK/MH/KJ SR/FS
12.	Logbook and articles reminder in Bulletin	KB
13.	Rowing articles for next Quarterly Newsletter	MH/KJ/SR
14.	Southern Squadron Report for next meeting	DR
15.	Welfare Officer – confirm situation and name	MH/KJ/SR

te 03 09 2024.