

Royal Welsh Yacht Club

Minutes of the Management Committee Meeting held on Zoom.
Thursday 25 July 2024.

Members present on Zoom:

Tom Edge	(TE)	Commodore
Jan Edge	(JE)	Regalia / Minutes Secretary
Sarah Roberts	(SR)	Vice Commodore
Frank Smykowski	(FS)	Rear Commodore
Mark Pearson	(MP)	Website & Media
Neil Christian	(NC)	Treasurer
Mike Hamer	(MH)	Joint Rowing Secretary
Kate Jones	(KJ)	Joint Rowing Secretary
Keith Belfield	(KB)	Secretary
David Chinn	(DC)	Membership Secretary

Apologies

Linda Park	(LP)	Social Secretary
Sophie Mohun Kemp	(SMK)	Sailing Secretary
Nigel Oldbury	(NO)	Yearbook Coordinator

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 MH, seconded by MP.

5. Conflict of Interest : Wine labels designed by Hannah Edge (Commodore's daughter). She is doing the design work free of charge but Commodore asked that she be allowed an advert in next year's Yearbook. Agreed by all.

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

7. Gas appliance Service:

There should be an extractor fan if there are gas appliances, if all electric there is no need. Certification Engineer has now raised this point, even though this is not a commercial kitchen. If we were to change to all electric, it is questionable whether there is enough electrical capacity to deal with an electric hob, and cost would probably be high. FS said this has never been raised before. There should be a carbon monoxide detector in place. The fact that the appliances need servicing remains. This issue requires addressing.

Actions

1.	Need to include Carol in bar price increases loop - Done	TE/SR/KB/FS
2.	Till prices to be updated by GCR - Done	KB

3.	Tom Edge and Sarah Roberts are directors. KB, NC & FS to be added as directors.	TE/KB
4.	Incorporation CASC application to HMRC – FS asked for another week to complete and get in touch with Liam Adams.	FS
5.	Formation of RWYC Incorporated and the RWYC Trading Company	NC
6.	Approach Bob Lowe & Kath Jones re Grant Funding – Remains on to do list.	TE
7.	Rowing sponsorship for funding – People are being approached.	MH
8.	Investigate Private Members only section on the website for Yearbook / Minutes. This is possible but Aled away on holiday.	MP
9.	Include charts from questionnaire in summary feedback. - Done	LP
10.	Yearbook review and proposal for 2025	NO
11.	Rowing regalia – comments have been incorporated, SR had +ve feedback and sample of artwork needs to be obtained from Brodwaith.	MH
12.	Funding rowing gym sessions	TE/DC//MH
13.	Request to membership for: <ul style="list-style-type: none"> • Welsh translation service • Conveyancing solicitor – Land Registry info sent to NC • Change to two tier system - Done 	TE

8. Performance of the Bar

Bar Prices – increases implemented and working OK.

9. Events

27th July 2024 – Powerboat Racing. Club to be open from 10.30 to allow Sea Scouts access. Admin for powerboat racing being carried out at Caernarvon SC.

Rowing – Harbour Trust has allowed us to put a Celtic Rowing Boat on the Prom for advertising purposes and leaflets have been printed, along with Guillemot Trust leaflets.

10. Regatta Planning

List of boats entered for Caenarvon end available, 20 boats entered and around 6 safety launches, therefore around 60 people to cater for. SMK has things in hand.

11. RYA Grant Funding

We should prioritise what we want as a Club.

- a) Rowing - Lightweight, single scull for people to learn and use easily. More people are showing interest in sculling. This would cost around £6,000.
- b) Club – Refurbishment of Ladies Toilets. Another funding body to be found. Ask Sport Wales what they cover in grants. Could 2 projects be linked together?

A strategic plan is required to schedule and focus on priorities, probably a face to face meeting needed to thrash out short, medium and long term plans.

12. CASC - Ongoing

Update with Incorporation – Action FS

NC pushing hard as he can but can't set up bank on old name, then change. Best to wait until RWYC Ltd set up. But maybe the Trading Company can operate as RWYC. NC will look into it.

NC has written to the Cabinet Office to explain why we should have Royal Welsh YC as our trading name.

OFFICERS REPORTS

COMMODORE - see attached.

Comments:

1. Photos in lounge – still need to be updated.
2. Bar – FS, SR + TE need to hold meeting with Carol.
3. New furniture for Barbican – White bench is broken, perhaps replace with 2 x 1.5m wooden benches. LP had indicated she would pay for a bench in memory of her father.
4. Fold away chairs need replacement. SR suggested stackable aluminium/ash chairs.
5. Barbican needs a good tidy up before Regattas.

VICE COMMODORE

Chairs for the Barbican - Could we reconfirm our budget and choices to replace four of the chairs on the Barbican. Choices are supplied by Nisbets. Decision - stackable aluminium/ash

Boiler Service – completed by Eco Green Service.

Emergency lighting, fire alarm, fire extinguishers - all tested and certified by Snowdonia Fire Ltd.

REAR COMMODORE

FS apologised for not being involved lately but has now moved back to Manchester and hoped to have more time for the Club.

Urgent items:

1. MP asked about Marine Traffic. Rights to this to be moved to MP. MP to email FS for permission.

2. MH asked to add a facebook page.
3. FS willing to help in MS Regattas, he is available Tues – Saturday. Will let SMK know.
4. Security cameras – there is a new one in the Cleaners cupboard which is meant to be fitted on the landing. Eric Crowther to be asked to fit it.
5. External cameras are not working, the one on the Gents is a dummy and needs to be converted to a real one.

SECRETARY

1. **Door Security.** Someone to be found to improve lock. Arvon of GC Registers to have a look at this.
2. **Fire Risk Assessment.** The inner door is the only means to escape but opens inwards. FRA says it must open outwards but the outer door prevents this. Another exit point is required – suggestion of Gents toilets.
3. Photo of Mo – unveiling Friday 26th July.

TREASURER

See attached report.

Making a profit even though turnover down, purchases down.

Going forward Ltd company and subsidiary trading company still to be set up.

Insurance is a big cost but generally comparable.

Heating & Lighting show high cost but will look to see if the bills are estimated. Meter readings to be sent to NC. Ask Carol to send post on to NC.

New Payroll account – everyone who receives wages to send their time sheets to this email.

At some point the Club needs to address £120,000 held in deposit account. This could be earning more interest. £60,000 to be invested again.

Land registration – NC to speak to Carter Vincent.

Deeds of the Club – important to keep these safe, copies to be taken and kept in the Club. Check whether Deeds in the safe in the Snooker room.

Carol's Pension – sorted - NEST.

MEMBERSHIP SECRETARY – see report

1. Bank card required for Carol so that she can get discounts for supplies.
2. New members are using MoJo, none has asked to pay on Go Cardless.
3. Expired members will be archived.
4. **Questionnaire** – 25% marked as Welsh speakers. 34% response rate of chronic ill health and disability. Useful for grant applications.
5. DC sent lengthy email to Welsh Sea Rowing who do not provide a certificate and membership number, which should be provided.
6. Adaptive rowing – bring in money and equipment.
7. Membership continues to increase, 1 resignation.

ROWING SECRETARY – see attached report

1. **Younger Members** - MH concerned that younger members struggle to pay fees. To encourage new members, fees are 50% in 2nd half of year.
2. **Discussion of joining fee** – TE advised that the joining fee was a contribution to all work done on behalf of members before.
3. NC was of the opinion that if more going on, more money will be spent on equipment etc, this needs to be covered.
4. **Indoor Rowing** in winter months – this has been arranged at £25 per evening for 24 weeks, open to all members. Would the Club pay the £700 for this facility? On agenda for next meeting.
5. **Fund Generating** – Asking for sponsorship for each boat of £200 -300. Needs an article in the Bulletin.
6. **Safeguarding Officer** – Currently Elin Powell but someone else should be found to fulfil this role. If more young people join, this needs to be addressed.
7. **Strategy** – Ongoing strategy for the Club needs to be debated.
8. **Rowing Business Plan** - to be prepared and on next agenda for discussion.

WEBSITE see report

Statistics show hits on the website which indicates an upward trend but does not show how many people actually want to find out about RWYC. This is difficult to assess but the value is when people move from the Home page to the other pages. Therefore the Home page as a shop window, is very important in directing users to other pages. QR code could be advertised on rowing boats, front door and leaflets.

SAILING SECRETARY

Sailing committee meeting held on Monday 21st July and Minutes will be provided.

Southern Squadron

There are around 20 member boats in the Falmouth area

SOCIAL SECRETARY

See Social Secretary's report.

2025 YEAR BOOK

Item to be included on the August meeting agenda, NO to have a look at past examples and make a proposal for 2025 – possibly dividing information between a paper version of mainly articles, important and essential information; backed an electronic version, the web site and quarterly newsletter???

ANY OTHER BUSINESS

MH – Rowers wanted to remember Mo so the new scull will be named Mo, official naming date to be agreed, tentatively during the Regatta week.

Date of next meeting:

Thursday 29th August 2024, at 19:00 on zoom only.

Please note **FOLLOWING ACTIONS LIST**

Actions

1.	Roof Beams	TE
2.	Gas Safety Certification	SR/TE/FS
3.	Add KB, NC, FS as directors	NC
4.	CASC Incorporation Application	FS
5.	Grant Funding Manager	TE
6.	Rowing Sponsorship	MH
7.	Rowing Business Plan / Funding	MH/KJ/DC/SR
8.	Private Members only Section	MP
9.	Year Book 2025 review	NO
10.	Welsh Translation	TE
11.	Conveyancing Solicitor	NC/TE
12.	Funding Grant money paid part of Item 7.	MH/DC/SR/KJ
13.	Strategy Plan – Scope.	TE/SR/FS/KB
14.	Safeguarding Officer	MH/SR/TE