



CCSC General Committee Meeting

Tuesday 11th August 2020

7:30 pm via Zoom

MINUTES

Attendees

Colin Munz, Hon Secretary
David Brock, Commodore
Debbie Bowers, Members Rep
Diane Fowler, Members Rep
Grace Martin, Rear Commodore Shore

Ian Green, Rear Commodore Sailing
Monica Wolff, Hon Sailing Secretary
Nigel Page, Members Rep
Phil Tysoe, Members Rep

1 Apologies

- Andy Adler, Vice Commodore, Ann Varlow, Social Committee, Dick Moore, Moorings Officer, Elizabeth Bowers, Hon Treasurer, Mike Wade, Members Rep.

2 Minutes of last GC meeting and actions arising

- A further estimate for the galley reflooring has been received – see below.

3 Incidents, Health Safety and Security

- Details of Incident on 26th July 2020 involving person overboard are on the **attached report** which has already been circulated. And forwarded to Portland harbour Authority.
- In summary Carl Lock fell in whilst transferring from Idler II to the tender at the close of Sunday racing at around 14.30pm. After some 30-40 minutes in the water he was rescued, medically checked and is now fully recovered with no injuries. Weather was windy at 22knots, sea choppy.
- The Sailing Committee is to take account of lessons learnt and implement measures including:
 - Beech control to check safe return of safety boat crews as well as sailors after events
 - Consider easier means of getting back into ribs from the water
 - Drivers to always carry waterproof handheld VHF radios and whistles for summoning help
 - If no response from Channel 37 (CCSC), use Ch 74 (PHA) or Ch 16 (emergency service)
 - Consider additional buoyancy in tenders
- There is a possibility of running Idler II from WPNSA, as well as Imogen which would reduce need to transfer to tender at sea.
- No other incidents reported

4 Sailing Secretary and Sailing Committee Report

- See incident reported above and sailing report below.
- Monday, Wednesday and Sunday race events continue to be successfully held, with some 20 dinghies taking part, but only a few keelboats. Safety boats remain single handed in accordance with RYA guidance, and in lighter weather conditions.
- Takeaway food is being enjoyed outdoors and some are looking forward to the bar opening.
- One radio is missing and will need replacing in the future.
- A Wayfarer and PICO dinghy have been offered to the club and are being considered as hire boats. The management of the club's dinghy hire policy is currently under review.

5 Rear Commodore - Sailing Report

- We have had 1 'event'. We all might remember Jeremy Warren, a member of Thornbury SC, who sailed with his crew around the coast of England, Wales and Scotland in a Wayfarer called Hafren a couple of years ago. They did it nonstop in 30 days starting and ending at Castle Cove. Jeremy contacted us at the end of July this year asking about the possibility of making a trip to Alderney in Hafren, leaving from and returning to Castle Cove. We then heard nothing more until the day

before they turned up, Jeremy's return email to me having been stuck in his out box but not actually sent. Jeremy transferred £50 to the club account, to include the Portland Harbour dues which we shall return as an 'event'. Jeremy and his crew were signed in as visitors to the Club for the duration of their stay. They arrived by car at Castle Cove around 15.00 Tuesday 4th August. They had set sail by 18.00. They were in Alderney around midday on Wednesday. They did not go ashore just rested for a few hours watched by the Harbour Police and then were back at the club Thursday 6th August around 12.00 leaving for home shortly afterwards, tired but very happy with their trip and grateful to Castle Cove for hosting them

6 Rear Commodore - Shore Report

- As reported above outdoor food provision going well.
- A further quote for a vinyl replacement galley floor has been received from RS Carpet and Flooring and work could commence two or three weeks after placing order. The most appropriate contract should be awarded, and disconnection of gas and water and removal of the kitchen units put in hand, whilst the clubhouse remains unoccupied.
- Once galley floor replacement is complete it is hoped to reopen the bar and clubhouse. This will require careful planning to meet Government rules and a sub-group, to report back to GC, will be established to determine what is required to make opening feasible. The Social Committee will also be involved.
- Changing room and showers need to reopen but with updated instructions, based on RYA guidance, to ensure everyone's safety. To date members are acting very responsibly regarding the social distancing requirements.

7 Hon Treasurer Report

- No update.
- Notes on the treasurer and assistant treasurer role have been provide by Anne Midona and Mike Harding and are **attached**.

8 Hon Secretary Report

Crown Estate rental agreements update

- Colin M held a meeting on 30th July with Mike Conroy and Trustee Derek Abbott, who have both been previously involved in the Crown Estate leases to discuss general background to lease issues and way forward. There are two leases the Moorings Seabed Area Lease and the Storage Area Lease which includes the boat park and clubhouse.
- Preparation of new 25-year Moorings Lease by Crown Estate solicitors is underway, to run from 1st November 2015.
- Jason Hodnet of Kitson Trotman has been contacted and has agreed to act as CCSC legal representative and liaise with Crown Estate re the preparation of the Moorings lease. His fee is expected to be in the order of £750 + VAT if matters are straightforward. CCSC will need to sign an agreement with his company. His past association with Mike Conroy will be helpful.
- Heads of Terms have been forwarded to Trustees for approval and they are meeting tonight.
- Moorings Lease Rental of £4400 pa previously agreed, has been paid over the last 5 years but should have been £5000 pa from Jan 2015 so £600 back rent owed for last 5 years ie £3000. However, after challenge, Crown Estate has agreed to waive this back rent.
- The 2020 Rent will be £5000 pa. Mike Babty has given calculation demonstrating value for money.
- The Storage Area Lease rent is reviewed every 5 years and increased by RPI. Rental for 2015 to 2020 was £8700 pa. Last 5-year RPI was 13.7% but Crown Estate has agreed discount to 10%. Discussion is ongoing by Crown Estate regarding the use of CPI, which is generally lower, for rent increase calculations.
- A new Memorandum of Rent Renewal has been drawn up and details sent to Derek Abbott for a meeting with the trustees tonight. (Post meeting note: the MORR has been signed by all trustees and forwarded to Mike Babty of Frank Knight.)

Sport England emergency fund.

- The fund was currently closed to new applications and the CCSC submission remains on hold.

9 Operations Group Report

- DB attended the Operations Group last Tuesday and the key issue was the establishment of a subgroup to develop the 2021 Lift Out Options paper and report back to the GC by the end of September with a recommendation on the way forward.
- The Sailing Committee has been approached to put forward a member in this subgroup.

10 Moorings Report

- Replacement seals for the club crane are with the repair company but no fitters yet available to complete the crane repair.
- Grafter operation remains problematic with Covid-19 rules also so little further mooring action yet.

11 Members Representative's comments

- Excess of emails giving concern to some members, although more rather than less communication better?

12 Social Committee Report

- No update

13 Order of Business

13.1 Covid-19 Next Steps

Looking ahead to managing indoor facilities as we head into autumn.

- Item covered under Item 6 above

13.2 Volunteering and Vacant Committee Posts

Discussion on measures to encourage volunteering and the urgent need to fill the following committee posts:

- *Treasurer*
- *Assistant Treasurer*
- *Moorings Officer*

Review of the Job Descriptions and role notes with a view to providing information about the roles to prospective volunteers and possibly breaking the roles down into more manageable parts.

- Monica W advised that she is also standing down in November and she was thanked by the chair for all her hard work and contributions to the GC Committee.
- David B would be reviewing all the Job Descriptions (attached with meeting agenda) with a view to giving more clarity to the roles and possibly splitting roles. The club self-help ethos depended on input from the membership and emails would be sent next month in an effort to attract more volunteers.
- In the meantime it was proposed to head hunt some potential applicants and a few names were put forward for consideration. The committee was grateful to Anne Midona for already helping significantly with club refunds and rebates and would liaise further with her regarding any additional help on financial matters.

13.3 AGM

Initial preparation on the AGM scheduled for Friday 13 November with particular reference to Covid secure participation and voting.

- Decisions would be made in the near future regarding the location and format of the AGM and any constitutional matters, working to latest Covid rules.
- Some semi-professional help may be required regarding IT given the normally large attendance, Q and As and voting processes.
- Similarly the forthcoming Dinghy and Z Class annual meetings would need to be carefully planned to meet Covid rules.
- The AGM would be a top agenda item at the September meeting to agree the way forward and identify and respond to any likely issues arising.

13.4 Diesel Consultation

There is a government consultation on the use of red diesel for leisure maritime use. The RYA at have issued guidance. (See RYA web site for web address). Simon Vines, RC Sailing of WSC has proposed YCW research the impact on Weymouth users with a view to a group response to the consultation.

- The effect on CCSC is likely to be small and keelboat owners can respond individually to this consultation, therefore no other club input is envisaged at the moment.

13.5 Facebook page management

How to respond to enquiries made via Facebook.

- Held over

14 AOB

- More attention should be paid to budget planning and a business plan should be put in place for next year, to identify the availability of funds for club development. Monthly reporting on budget spend against progress would be an important part of the budget management process.

15 Date of Next Meeting

- Tuesday 8th September 2020 at 19:30 via Zoom (possibly face to face? – TBA)

Circulation

Andy Adler, Vice Commodore
Ann Varlow, Social Committee
Colin Munz, Hon Secretary
David Brock, Commodore
Debbie Bowers, Members Rep
Diane Fowler, Members Rep
Dick Moore, Moorings Officer
Elizabeth Bowers, Hon Treasurer

Grace Martin, Rear Commodore Shore
Ian Green, Rear Commodore Sailing
Mike Wade, Members Rep
Monica Wolff, Hon Sailing Secretary
Nigel Page, Members Rep
Phil Tysoe, Members Rep
Trustees

Attachments

Incident Report – Ian Green

Treasure Role Note – Anne Midona

Assistant Treasurer Role – Mike Harding