

**MINUTES OF CSC ANNUAL GENERAL MEETING**  
**6<sup>th</sup> December 2019**  
**18:00 hrs at Hafren Forest Bunkhouse**

**PRESENT**

Voting Members Present:

Nick Johnson-Walker (Chairing Meeting)	Des Richardson
Matt Jones (Minutes)	Rod Townsend
Mick Edwards	Elaine Butterfield
Tracey Pryce	Stuart Noble
Alison Ewart	Caroline Moscrop
Jac Allen	Andy Cook (Arrived 6:15pm)
David Bibby	Sioned Griffiths (Arrived 6:20pm)
Sarah Hackshall	

Non-Voting Members & Non Members Present:

Darren Hackshall	Joe Purches
Jill Rolfe	Seri Challen
Bob Crisp	Sarah Jones (Arrived 7:15pm)
Connor Allen	Ian Stanley (Arrived 7:25pm)
Roger Devereux	

**APOLOGIES**

Karen Swann	Eric Dadey
Simon Morris	Esther Dadey
Kim Bussell	Mick Crehan
Matt Osborne Hill	Chris Dartnell (Sent a Thank you to all committee and volunteers)
Keith Rollinson	Chris Neville
Alan Paton	Ginny Guy
Keith Gallier	

**MEETING AGENDA**

1. Opening remarks by Commodore
2. Apologies
3. Voting
4. Approval of 2018 AGM & 2019 EGM Minutes
5. Commodore's Report
6. Treasure's Report and Accounts
7. Budget and Subscriptions for 2020
8. Sailing Secretary's Report
9. Membership Secretary's Report
10. Canoe Club Report
11. Election of Officer's
12. Election of Management Committee
13. Election of Auditor
14. Any Other Business
15. Date of Next Meeting
16. Commodore's Closing remarks

AGENDA POINT	DETAILS
1. Opening remarks by Vice Commodore	Welcome to 2019 AGM of CSC.  Nick Johnson Walker (Vice Commodore) is chairing the meeting as Ian Stanley is delayed due to work. He hopes to join the meeting later.
2.	See Table above:

Apologies	Note from Eric Dadey: could you please thank the two club members who kindly located and retrieved my wayward boat trailer that decided to dive into twenty feet of water, also my thanks to the young man who did my rescue boat duty.
3. Voting (Chair)	a) 1 Vote per membership b) Confirmed we do have enough voting members present
4. Approval of 2018 AGM & 2019 EGM Minutes (Chair)	a) Annual General Meeting 2018 Minutes Approval: Proposed: Tracey Pryce    Seconded: Elaine Butterfield <b>In Favour: 10</b> Against: 0    Abstained: 3  b) Extraordinary General Meeting 2019 Minutes Approval and Ratified of Decisions Made: Proposed: Sarah Hackshall    Seconded: Matt Jones <b>In Favour: 13</b> Against: 0    Abstained: 0
5. Commodore's Report	Ian Stanley Not in Attendance at the time of the report  a) Report Read out by Sarah Hackshall – Appendix 1 b) Ian Stanley will be standing down at Commodore due to new work commitments c) Vice Commodore would like to thank Stan for all of his help this year, and all of the best for his new job.
6. Treasure's Report and Accounts	Paul Feely Not in Attendance – Report Read out by Nick Johnson-Walker See Appendix 2 for Accounts  1. Nick Johnson-Walker ran through points on the income, increase in membership income on all sections, Camping and caravan pitches.  Paul Feely has decided not to be Treasurer anymore and has stood down from this AGM.  Any Questions? <ul style="list-style-type: none"> <li>• Roger Devereux – Line saying Staylitttle fees; is Staylitttle still paying? – Nick answered; Should now be 'Brenin Adventures' – needs to be changed next year.</li> </ul>
7. Budget and Subscriptions for 2020	Paul Feely Not in Attendance – Report Read out by Nick Johnson-Walker See Appendix 3 for Subscriptions  1) David Bibby – Question about members from other clubs wanting to use our club boats – Committee will look into this in 2020, need to work out how they can use boats and ensure CSC is happy visitors can sail before hiring kit. 2) Stuart Noble – Question about whether is insurance including in the storage fee for craft? Answer No, insurance is separate and bought by members.  Proposal of new membership and Storage Fees: Nick Johnson-Walker Second: Des Richardson <b>In Favour: 13</b> Against: 0    Abstained: 2  Proposal of Camping Fees: Proposed: Sarah Hackshall    Seconded: Jill Rolfe <b>In Favour: 14</b> Against: 0    Abstained: 1
8. Sailing Secretary's Report	Matt Jones – See Appendix  1) David Bibby – What involvement does the club have with RYA? – Does anybody go to the meetings for RYA Cymru? – David has offered to attend the RYA meetings on behalf of our club, as long as the club are happy to reimburse his mileage. Will be discussed by the full

	<p>committee.</p> <p>2) Elaine Butterfield – Training for Adults: Can the club run RYA training for its members Answer: Yes need to be organised, current Principal is Paul Feely</p> <p>3) Nick Johnson-Walker – Sunday isn't very busy; could we start a Saturday Sailing Club? Committee to talk through.</p> <p>4) Roger Devereux – Thank you Matt Jones for doing the Cadet sailing</p>
9. Membership Secretary's Report	<p>See Appendix</p> <p>1) Question of whether the club could number Boat Spaces in the yard and assign spaces: Committee will look at parking in the yard.</p>
10. Canoe Club Report	Simon Morris not in Attendance – No Report issued
11. Election of Officer's  (Chair)	<p><b>a) <u>Commodore</u></b> Sarah Hackshall                      Proposed: Ian Stanley                      Seconded: Dave Bibby <b>In favour: 15</b>                      Against: 0                      Abstained: 0</p> <p><b>b) <u>Vice Commodore</u></b> Matt Jones                      Proposed: Sarah Hackshall                      Seconded: Ian Stanley <b>In Favour: 9</b> Nick Johnson-Walker                      Proposed: Tracey Pryce                      Seconded: Rod Townsend In Favour: 6 Majority voted Matt Jones</p> <p><b>c) <u>Rear Commodore</u></b> Mick Edwards is standing down after years of service to the club – Thank You from everybody at the meeting. Mick's help has been very much appreciated throughout the years.  Position open for Committee to co-opt if necessary</p> <p><b>d) <u>Sailing Secretary</u></b> Jac Allen                      Proposed: Jill Rolfe                      Seconded: Ian Stanley <b>In favour: 15</b>                      Against: 0                      Abstained: 0</p> <p><b>e) <u>Membership Secretary</u></b> Tracey Pryce                      Proposed: Matt Jones                      Seconded: Sarah Hackshall <b>In favour: 15</b>                      Against: 0                      Abstained: 0</p> <p><b>f) <u>Treasurer</u></b> Des Richardson                      Proposed: Roger Deuveux                      Seconded: Sarah Hackshall <b>In Favour: 15</b>                      Against: 0                      Abstained: 0</p> <p><b>g) <u>General Secretary</u></b> Position available for committee to co-opt if necessary Matt Jones will continue to do the role until position filled</p> <p><b>h) <u>Immediate Past Commodore:</u></b> Ian Stanley – No voting required</p>
12. Election of Management Committee	<p>1) Members with 2 Years remaining on service: Sarah Hackshall &amp; Allan Paton a) Sarah Hackshall has now been voted into Commodore Position.</p> <p>2) Members with 1 Year remaining on Service: Elaine Butterfield &amp; Caroline Moscrop</p> <p>3) 9 remaining positions on management committee: i) Sarah Jane-Hayward                      Proposed: Sarah Hackshall                      Seconded: Paul Feely ii) Matt Osborne-Hill                      Proposed: Ian Stanley                      Seconded: Sarah Hackshall</p>

	<p>iii) Seri Challen Proposed: Matt Jones Seconded: Sarah Hackshall  iv) Keith Gallier Proposed: Tracey Pryce Seconded: Matt Jones  v) Rod Townsend Proposed: Matt Jones Seconded: Sarah Hackshall  vi) Stef Feely Proposed: Paul Feely Seconded: Sarah Hackshall  vii) Jill Rolfe Proposed: Sarah Hackshall Seconded: Tracey Pryce  viii) Nick Johnson-Walker Proposed: Matt Jones Seconded: Tracey Pryce  ix) Simon Morris Proposed: Matt Jones Seconded: Ian Stanley</p> <p>All Favour: 14 Against: 1 Abstained: 0</p> <p><b>N.B. All 9 Committee members voted in, are in position until 2022 Annual General Meeting</b></p>
13. Election of Auditor	<p>Past Auditor is J.S. Slater</p> <p>Proposal of using J.S Slater again:  Proposed: Mick Edwards Seconded: Tracey Pryce</p> <p><b>In Favour: 10</b> Against: 0 Abstained: 5</p> <p>Des Richardson to contact</p>
14. Any other Business	<ol style="list-style-type: none"> <li>1) Des Richardson asked for a copy of constitution – Matt Jones will email a copy</li> <li>2) Caroline Moscrop - Bring the near miss book to every committee meeting. Agreed</li> <li>3) Jill Rolfe - Child Protection needs to be looked into by committee ASAP – Child Protection Officer and DBS checks do need to be completed still for some members.</li> </ol>
15. Date of Next AGM Meeting	<p>Will be contacted to the membership at a later date</p>
16. Commodore's Closing Remarks	<p>Sarah Hackshall:  Thank you to Nick Johnson-Walker for chairing the meeting; has done an excellent job.</p> <ul style="list-style-type: none"> <li>- Will contact the new committee with a doodle poll for a date, will be early in January</li> <li>- Everybody enjoy your meal and thank you for attending.</li> </ul>

# Appendix

## **Appendix 1 - Commodore's Report**

Evening everyone and thank you for attending the 2019 CSC AGM.

Firstly my apologies that I can't attend but unfortunately work comes first, I do hope to join you all later.

I'm not very good at the speech thing so I'll keep it short and sweet.

In my eyes we have had a very active and productive year, with many members and visitors taking to the water by sail, sup, kayak and canoe

We have also seen multiple events take place over the year, bringing lots of people to our club;

- Disability sailing day
- CVRDA
- Old gaffers
- 2 visit by Aldridge sailing club
- Rodgers birthday bash
- A couple of evenings working with the local fire brigades rescue boat crew

We have also had a very productive time with the reinstatement of CSC cadet sailing programme which has seen so many young people take charge of a Topper/Feva and sail them really well.

As well as this we have our continued workings with Brenin Adventures, who again have brought many young people to our club to undertake a wide variety of activities on and off the water.

This year has also seen us undertake some changes at the club

- Installation of our new radiators (toasty warm)
- The start of decorating the club house
- The clean up of the kitchen (though, Sarah I still can't find the plates)
- A big sort out of the sheds
- Installation of new moorings with more to come
- And a good sort out around the club grounds

So it has been a very interesting time being the 2019 commodore but I have had fantastic support and help from members and just want to say a massive thank you to all and look forward to the 2020 season.

Regards  
Ian Stanley  
Commodore

## Appendix 2 – Annual Accounts

### CLYWEDOG SAILING CLUB

#### PROFIT AND LOSS ACCOUNT YEAR ENDED 31ST AUGUST 2019

	<u>2019</u>	<u>2018</u>
	£	£
Expenditure		
Property		
Rent	2,500	2,500
Repairs	1,259	1,551
Cleaning	1,149	1,104
Oil and gas	610	646
Electricity	729	728
Property insurance	1,319	1,260
Refurbishment fund	2,500	1,000
	-----	-----
	10,066	8,789
	-----	-----
Sailing		
Rescue boat fuel	418	493
Repairs	1,858	2,337
Insurance	797	764
Canoe Club fund	1,316	838
Boat replacement fund	4,000	1,000
	-----	-----
	8,389	5,432
	-----	-----
General		
Telephone	85	90
Stationery, postage and internet	183	140
Insurance	743	839
Prizes	-	-
Association membership	320	695
Sundries	65	68
	-----	-----
	1,396	1,832
	-----	-----
Total expenditure	19,851	16,053
	-----	-----
Income		
Family membership	4,255	3,854
Ordinary membership	1,171	1,304
Cadet membership	500	175
Associate membership	-	-
Canoe club membership	1,987	1,496
Boat etc. registration	2,472	2,519
Staylittle and other fees	6,450	2,760
Day fees	931	1,593
Camping and caravan pitches	1,146	338
CSC hire	136	130
Training and coaching including grants	-	68
SOC hire	-	80
Canoe Club fund	935	872
Interest, dividends, compensation etc.	78	61
Donations	287	300
Duty opt out fees	100	150
	-----	-----
Total income excluding fund raising	20,448	15,700
Expenditure	19,851	16,053
	-----	-----
Surplus/(deficit) before fund raising	597	( 353)
Net income from fund raising	1,379	866
	-----	-----
Surplus for the year including canoe fund	1,976	513
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CLYWEDOG SAILING CLUB

BALANCE SHEET AT 31ST AUGUST 2019

	<u>2019</u>	<u>2018</u>
	£	£
Fixed assets		
Property	32,788	32,788
Boats	23,886	22,482
Sailing equipment	9,406	9,406
General equipment	3,681	3,153
	-----	-----
	69,761	67,829
	-----	-----
Current assets		
Cash at bank and in hand	44,971	39,534
Shares at cost	133	133
Debtors and prepayments	1,299	1,187
	-----	-----
	46,403	40,854
Current liabilities		
Creditors including grants not spent	4,723	2,222
	-----	-----
Net current assets	41,680	38,632
	-----	-----
Total assets	111,441	106,461
	-----	-----
Represented by:-		
General fund	89,264	86,507
Property refurbishment fund	13,576	11,077
Boat replacement fund	8,384	8,279
Canoe Club fund	217	598
	-----	-----
Total funds	111,441	106,461
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Notes: 1. £30,875 of the cost of property shown on the balance sheet is the proportion of cost of the original structure that still remains, plus the club's contribution of £25,875 to the redevelopment. The balance of the redevelopment was funded from a Big Lottery Fund grant of £94,483. The later additions relate to the external shelter costing £1,913 in total.

2. Between 2002 and 2013 unclaimed boats left at the club premises were sold. In accordance with the appropriate regulations the proceeds remaining after deducting outstanding subscriptions and sale fees are held in a separate bank account in trust for the previous owners of the boats. This account is not included in club assets. £5,000 of club funds was invested in this account during 2007. This investment plus a proportion of interest added is shown on the balance sheet.

3. The Canoe Club fund represents income less expenditure from their weekly club and as such is not included in the General fund.

REPORT TO THE MEMBERS OF CLYWEDOG SAILING CLUB

I have examined the accounts for the year ended 31st August 2019 together with the books and vouchers produced to me and find them to be in accordance therewith.

date

J. S. Slater F.C.A.  
Honorary Accountant  
Shifnal

## Appendix 3 - Proposed Subscription changes for 2020

Mem Type	2019 Rate	2020 Rate	
Family	£130	£135	
Individual	£114	£120	
Cadet	£25	£30	
Canoe Family	£85	£90	
Canoe Individual	£43	£50	
Associate	£23	£25	
<u>Storage</u>			
Dinghy	£40	£40	
Dinghy <10'	£17	£17	
Cruiser	£51	£60	* to reflect new moorings costs
Canoe	£17	£17	

Charges to members to use club boats - There is be **No** Free use on Sundays

- Dinghy Single hander £5
- Dinghy Double hander £10
- Keelboat £15
  
- Members camping – (guests pay non member rate.)  
£ 2.00 per night
- Members caravan charges  
£25 per month

Non member launch fees day rate

- Dinghy - Currently £10;
  - **2020 = £11**
- Canoe/Paddleboard - Currently £5;
  - **2020 = £6**

Non-member, camping is only available by arrangement and generally only applies to visiting clubs and DofE groups.

Clubs visiting for competitions have camping fees as part the entry fee.

Rate per night.

- Adult Currently £5
  - **2020 = £6**
- Child Currently (up to 16yrs) £2
  - **2020 = £3**

## Appendix 4 - Sailing Secretary Report

1. First thank you to Rod Townsend who has done the race results throughout the whole of the year, the help has been very much appreciated;

Result for the racing series are:

- Spring Series – Allan Paton
- Easter Cup – Stef Feely
- 20/20 Series – Chris Dartnell
- Pursuit Series – Stef Feely
- Summer Series – Not Run
- Junior Regatta – Toby & Tristan
- Autumn Series – Chris Dartnell



- Final Fling – Keith Rollinson & Rod Townsend
  - David Davies Trophy – Insufficient races and participants
  - Cruiser, Double Hander and Long Distance Days – Not Held
2. We've had a busy club calendar this year with not only the general sailing calendar but also visits from Old Gaffers, Aldridge Sailing Club (who seem to now be making this an annual trip), CVRDA, Club members' birthdays and Disability Open day. All of these seem to have been very successful.
  3. At the beginning of the year the committee reviewed the mooring system for Cruisers and Powerboats. It was decided to upgrade this system, and we started with changing 6 moorings. Member's Cruisers and Club Scimitar have been on these all year. We believe this upgrade has been successful, as we haven't had a single mooring pull this year, whereas in previous years several went every year. The future plan is to continue upgrading all moorings, including the club powerboats and putting out extra moorings in slightly deeper water for when the water levels drop over summer. Work on these will start in the New Year; any help from members is appreciated.
  4. A new junior cadet section was started this year. I'd like to thank everybody who has been involved with this. Without people volunteering their time, the cadets simply wouldn't run.  
Numbers have been OK, with around 5 – 8 each day. We would like this to increase, however with increasing numbers, would be a need to increase volunteers and specifically instructors. As a committee we need to look at increasing the club's instructor pool.
  5. Adult Sailing / Training days haven't really been progressed. I'm already giving the free time I have to cadet sailing, therefore unfortunately I cannot progress this side myself. As already stated the club is always looking for more volunteers/instructors.
  6. I welcome any opinions from the membership on how we could make things better for the sailing side of the club. Open up the floor if anybody does have any quick ideas (not an open discussion) for the committee to look into.

## **Appendix 4 – Membership Report**

This year there have been a total of 208 people registered at the club. This includes children and spouses of a family membership.

The most popular membership category is family – with 31 registrations – followed by cadet at 19 members.

There are 42 dinghy's at the club and 24 kayak's registered.

This year was the first year we have recorded membership qualifications. 14 people at the club declared they have a powerboat level 2 certificate.

6 people opted out of doing duties in this year. Out of those required to complete duties in 2018 only 2 memberships did not complete the 2 required days.

Compared to last year we have a total of 95 memberships, 15 more than last year. The

largest increase was in the cadet category. Although the increase in members, there has been 9 less craft registered at the lake.

This was the first year the new system has been used. Overall the transition went smoothly and the process is much more automated. This means people tend to pay quicker as the price is available as soon as the membership is submitted. Emails are also easier to send out and more personal to the recipient.