

## Roker Canoe Club Meeting Agenda

Date: 2<sup>nd</sup> July 2014

Location: Biddick Inn, Washington 19:30

1. Apologies –
2. Minutes of the last meeting:
3. **Membership:**
  - 3.1. Currently have completed and marked paid forms for 6 members – Arthur, Lisa, Fraser, Mike, Chris, Luke
  - 3.2. Have unpaid forms for 6 people who have attended sessions – Anthony Black, Colin Ayers, John Davison, Ken Gardner, Matthew Haggerty, Nicola Humble, Colin Laidler.
  - 3.3. – NB no John Redman, Shaun Smith, Gabor, Jason, Harry Smith, Gabor's daughter...
  - 3.4. Best way to control?
4. **Insurance:**
  - 4.1. Currently not insured for kit loss – do we do it? Cost approx. £300.
5. **Kit Purchase:**
  - 5.1. Have we got what we expected to get?
  - 5.2. Canoe buoyancy & kneeling thwart?
  - 5.3. Airbags?
  - 5.4. Marking of kit – is all marked if possible? Long johns, paddles?
  - 5.5. Control of kit – i.e. do we know where everything is!
6. **Sport England Grant:**
  - 6.1. Participation Targets: 0/11 for males 14-25, 6/11 for males 26+, 1/10 for females 14-25, 0/10 for females 26+
7. **Sessions at Hetton:**
  - 7.1. Comments?
  - 7.2. Structure?
  - 7.3. Charging?
  - 7.4. Etc.....?
  - 7.5. Dates over the summer holidays?
  - 7.6. Promotion:
    - 7.6.1. Echo feature – no particular response
    - 7.6.2. Echo – “What's On” section – have asked for inclusion
    - 7.6.3. WOW247 – have added
    - 7.6.4. Facebook etc....? Any possibilities here?
    - 7.6.5. Other suggestions – promotional material, Scouts.....?
    - 7.6.6. Canoe England Starter Sessions
    - 7.6.7. Active Sunderland – have asked.....
8. **Level 1 Coach Training:**
  - 8.1. Candidates – looks like we have 6. Our 3 plus Shaun & scout colleague plus Naomi.
  - 8.2. Tom Thomas will work with us to get candidates up to standard before course. This includes 2 Star if required + FSRT, canoe etc. Need to organize days & times – possibilities are Thursdays (Wansbeck Club night), Wednesdays (Tom can arrange) or weekends or a mixture.
  - 8.3. Level 1 Course Dates – good if we could establish availability now
  - 8.4. Application for BCU membership & Coach Registration from grant.
9. **Level 2 Coach Training:**

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9.1. Course at Adventure Sunderland 6-7<sup>th</sup> & 20-21<sup>st</sup> Sept – should Mike book on? – run by Tom & Fergus, but that may change.....

### **10. Finances**

10.1. Current situation?

10.2. Accounts – will need to produce annual accounts – use online offerings e.g. Brightbook?

### **11. Pool Sessions:**

11.1. Tyne Wear Sport will fund NPLG course to 75% - max £300

11.2. Will consider more than 1 application per club due to need for contingency planning

11.3. Cost is approx. £250

11.4. Bursary now open for applications

### **12. Club Welfare Officer / DBS Verifier**

12.1. Mike applied for DBS verifier, but this should really be the CWO – Lisa. Need to get this sorted in particular if under 18's or vulnerable adults come to sessions.

### **13. Future Trips:**

13.1. Trewryn

13.2. Touring type river trips

13.3. Great Glen Canoe Trail

14. **NE Clubs Bursary** - funds have been paid into a/c (Lisa to confirm) so Chris can be paid.

### **15. AOB**

16. To Carry Forward:

16.1. New forum – closed to members only? Mike to consider changing the forum on the club website to one that allows it to be restricted to club members only.

16.2. Rachel Hudspith – assist with participation, development and growth, meeting to discuss. Mike to invite Rachel to the a meeting

16.3. Policies, Risk assessments etc. – Mike to further investigate what documentation the Club should have and try and produce for next meeting. Also discussed procedures for getting rid of members. Mike to investigate further.

16.4.

17. Next Meeting – 6<sup>th</sup> August – gets us back into 1<sup>st</sup> Wednesday of month.

18. Close