

Roker Canoe Club Meeting Minutes

Date: 25th September 2014

Location: Biddick Inn, Washington 19:30

1. Present: Chris Parker, Arthur Cornell,
2. Apologies – [None received](#)
3. Minutes of the last meeting: Agreed as accepted
4. **Membership:**
 - 4.1. Currently paid membership is? [We were unsure as no definitive list just completed membership forms in file that wasn't present – approx. 25](#)
 - 4.2. Are there people who are members for whom we don't have a form? E.g. John Redman, Shaun Smith... [Mike advised that yes there are still members for whom we don't have a form](#)
 - 4.3. Membership Register? [Chris offered Anne Marie to look after.](#)
5. **Finances**
 - 5.1. Current situation? [Lisa advised still updating.](#)
 - 5.2. Funds reserved for Sport England, BCU Affiliation etc? [Discussed the fact that we need to be sure that we have funds available for upcoming expenses.](#)
 - 5.3. Cheque from RDT - [£2080 Mike advised cheque received.](#)
 - 5.4. Anticipated income from Level 1 Course / 2 Star - [£1010](#)
 - 5.5. Actual available funds?
6. **Sport England Grant:**
 - 6.1. Participation Targets: 5/11 for males 14-25, 18/11 for males 26+, 10/10 for females 14-25, 9/10 for females 26+ [Agreed all pretty much on target.](#)
 - 6.2. Level 1 Coach Training: all 12 places taken. Training with Tom seems to have been very good thing to do. On target. Have Chris, Arthur or Jason received anything back from Canoe England yet? [Yes](#)
 - 6.3. Level 2 Coach Training: Either pay commercial provider & join their course or try and do similar to Level 1 with Tom? Use coaching support funding to get more people up-skilled? Candidates other than Mike & Chris? [Mike to discuss with Tom at some point.](#)
 - 6.4. Sport England Grant Budget? [Discussed, still several items to spend on.](#)
 - 6.5. Steve Reay - are we supporting him in way of thanks for Hetton? Is it necessary as Springboard may be paying for him? [Mike to contact him.](#)
7. **North East RDT Coach Scholarship:**
 - 7.1. Adopt this as our 'normal' method of supporting coach development within club? Normal being outside of specific funding such as grants etc. [Agreed](#)
 - 7.2. Club to contribute minimum contribution from scholarship document? [Agreed](#)
 - 7.3. Club to process the course application and RDT Scholarship funding application? [No. Individuals to control, request money etc.](#)
 - 7.4. Club coaches who take up the club contribution to coach with club as required. [Agreed, but reasonable limits, e.g. new job etc....](#)
 - 7.5. Decision on support for Becky, Jonny, Shaun & Naomi
 - 7.6.
8. **Pool Sessions:**
 - 8.1. Okay from Amy at Farringdon

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8.2. Site visit Friday 26th @ 10:00am. Take copy of 'The Canoeist and the Swimming Pool' and insurance? [Arthur & Mike. Agreed 2hr sessions.](#)

8.3. Active Sunderland support not available as don't have Level 2.

9. Insurance:

9.1. Reminder that currently not insured for kit theft.

10. Winter Programme & Plan for 2015:

10.1. Complete requirements of Sport England Grant [Agreed](#)

10.2. Pool Sessions

10.2.1. Start/End dates etc [End Easter 2015](#)

10.2.2. Pool session structure, basic skills, rolling etc?

10.2.3. Definite plan for sessions to avoid 'free for all' scenario.

10.2.4. 1 Star – use pool sessions and outdoor sessions?

10.3. Sessions at Hetton:

10.3.1. Repeat? Start Date, other issues.....etc.

10.3.2. Weekends over winter?

10.4. Tyne Tour? [To consider arrangements.](#)

10.5. 3 Star Kayak? Sport England funding?

10.6. 3 Star Canoe? Sport England funding?

10.7. 4 Star Kayak?

10.8. Regular Prudhoe sessions?

10.9. Regular 'touring' type trips?

10.10. Boxing Day Paddle

10.11. Easter 2015, July 2015

10.12. Other ideas: Trewryn, Touring type river trips, Great Glen Canoe Trail, Paddle the Tweed? Alps? Other areas in France? (a little less fast?) Liffey Descent, Cork – Ocean to City, Lyon, sea paddling [Lisa suggested Wet West, discussed other options, be good idea to come up with a proposed calendar of events.](#)

11. Club Equipment:

11.1. Canoe buoyancy & kneeling thwart? [Decided not to buy at present.](#)

11.2. Another canoe? [No](#)

11.3. Airbags? [Not at present. Use personal for pool sessions](#)

11.4. Marking of kit – is all marked if possible? Long johns, paddles?
[Members now aware some items not marked.](#)

11.5. Control of kit – i.e. do we know where everything is! Kit Officer?
[Agreed not at present.](#)

11.6. Tesco – have applied for grant for Junior kit – [Mike advised](#)

11.7. What is the next kit we want? Big people, little people etc.... [To be considered.](#)

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. [Mike advised this was okay for at present \(actually he was wrong!\)](#)

13. Misc:

13.1. Xmas Ideas were discussed, nothing decided.

13.2. Website & Facebook – updating, communications etc.....also slow to update at present. [Facebook Group to be closed down. All events to be posted on website. Facebook to just reflect website info.](#)

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14. AOB

- 14.1. **Arthur suggested that there be a next of kin/ contact list available at all club events. This was agreed but no decision taken as to how it was to happen.**

15. To Carry Forward:

- 15.1. 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.
- 15.2. Rachel Hudspith – assist with participation, development and growth, meeting to discuss. Mike to invite Rachel to the a meeting
- 15.3. 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. Next Meeting – 27th November

17. Close