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**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
CATTEWATER CRUISING CLUB
HELD IN THE CONFERENCE ROOM OF
THE FAIRWAY FURNITURE STORE, BILLACOMBE
AT 18:00 HRS ON SATURDAY, 22 MARCH 2014**

Present:

Celia Coleman	- Commodore
Roger Coleman	- Vice Commodore
Nigel Vaughan-Smith	- Rear Commodore Sail
Ian Duffie	- Rear Commodore Club
Ros Wheeler	- Honorary Treasurer
Pip Shell	- Membership Secretary
Lynne Shell	- Social Secretary
Geoff Wheeler	- Committee Member

Together with 14 other Voting Members.

Item 1: Apologies for Absence

Apologies for absence had been received from the following members:

Alan and Margaret Eves
Barbara & Peter Fellows
Ian Foster
Martin Gooderson
Chris and Yvonne Greenwood
Angela & Bill Hill
Dave and Corinne Hurrell
Graham Norris
Glenda O'Connor

Item 2: Approval of the Minutes of the Previous AGM held on Saturday, 23 March 2013

These Minutes were taken as read, as they had been circulated to Members together with the calling notice for the 2014 AGM. Geoff Wheeler proposed that they be approved as a true record; this was seconded by Pip Shell. This proposal was carried unanimously.

Decision: The Minutes of the AGM held on 23 March 2013 were approved as a true record of that meeting.

Item 3: Matters Arising from the Previous AGM Minutes

There were no matters arising from the previous minutes.

Item 4: Commodore's Report

The Commodore opened her report by thanking Fairway Furniture and Paddy O'Connor, in particular, for providing the excellent facilities for the meeting. She then welcomed all those Members present, with a special welcome for those new Members attending their first Club AGM. She thanked all Members, both those present and those not able to attend, for supporting the Club. Whilst not wishing to pre-empt the reports from the other Officers and Committee Members, she stated she had been delighted with the progress made by the Club during the past season and that she considered it had been a very successful year all round: the membership numbers had continued to be buoyant; the cruising programme had been a success, despite the weather early and late in the season; and the social events had all been most enjoyable. She also thought the other activities, such as the Winter Walks, the Photographic Competition and the Where Are We Competition had all added to the general healthy and vibrant nature of the Club. She particularly thanked the other Officers & Committee Members for their significant individual contributions and then went on to thank all Members for their participation in the Club's activities during the past season. She emphasised that the Club was the Members and its success, or otherwise, was purely down to the level of active participation from each Member. Finally, she wished all Members a successful and enjoyable forthcoming season.

Item 5: Rear Commodore Sail's Report

The Rear Commodore Sail summarised the salient points of his report, a full copy of which is attached to these minutes. He too thought it had been a very successful season overall with 14 Club boats participating in one or more of the Club cruises and 7 Club boats having made extended individual cruises. He particularly thanked all those Members who had submitted Cruise Reports. He stated he had enjoyed reading them all and several had inspired him to plan to extend his own cruising horizons. He hoped others had not only found them enjoyable reading, but also informative. He urged all Members to join in the fun during the forthcoming season by submitting regular reports on their cruising achievements; if embedding photographs was a problem for some, he was more than happy to do that on the author's behalf. He stated there would be another Photographic Competition this season, but with two categories: one for general sailing photographs and the other for shots of other Members boats, preferable well pressed under sail! He also asked Members to keep an eye out for unusual views when afloat and to photograph them and send them to him for next winter's Where Are We Competition. He acknowledged that some felt he was overly detailed and pedantic in his planning and running of the Cruising Schedule, but stated that was, unfortunately, his modus operandi and he hoped Members would understand and reply to his various deadlines. Finally, he stated that the published Cruising Programme was only intended as a framework and he was always open to suggestions from Members on alternatives or improvements. As such, he was very grateful to Corinne and David Hurrell for offering to organise "day cruises", weather permitting, for those Members not able to participate on the long cruises. There being no questions, the Commodore proposed a Vote of Thanks to Nigel Vaughan-Smith for all his efforts as Rear Commodore Sail during the previous season.

Item 6: Rear Commodore Club's Report

The Rear Commodore Club opened his report by apologising to Members for his lack of involvement in Club activities during the previous season. However, he had managed to attend most Port of Plymouth Sailing Association (PPSA) meetings on the Club's behalf. Unfortunately, the PPSA was still very much racing focussed, despite his efforts to stimulate a broader agenda to include cruising matters. He had therefore felt compelled to resign from the PPSA together with his resignation from the post of Rear Commodore Club. That said, he still felt the PPSA had things to offer the Club and recommended the Club continue its affiliation. To support this statement, he then listed a number of items that had been discussed at PPSA meetings, which he felt would be of interest to Club members; these are detailed in his attached report. There were two items which he felt were of particular interest; first, that the PPSA had a training budget of £2000 per year capped at £300 per Club and he felt the Club should investigate and forward a proposal for funding; second, there was going to be an attempt at the Guinness Book of Records largest sailing event on 21 September 2014 in support of the Andrew Simpson Sailing Foundation. He concluded by answering several questions on the general role and responsibilities of the PPSA. The Commodore thanked him for his report and for all his work on behalf of the Club with the PPSA.

Item 7: Membership Secretary's Report

The Membership Secretary opened by thanking all those Members who had promptly paid their 2014/15 season membership fees and also those who had informed him that they were not renewing their membership this year. He stated membership had peaked at 56 last year, including the 5 Life Members, and currently stood at 36 paid-up Voting Members. Members attending the AGM were asked to collect their membership cards from him at the end of the meeting; membership cards for those members unable to attend the meeting would be either hand delivered by the Commodore for those based in Plymouth Yacht Haven or mailed in the post. The Commodore thanked him for his report and in particular for his exceptionally long standing tenure as Membership Secretary.

Item 8: Social Secretary's Report

The Social Secretary reminded Members of the very successful Laying-Up Dinner and Prize Giving held at the Staddon Heights Golf Club the previous November, and of the social to be held at the Club Headquarters, The Boringdon Arms, after the meeting. She then stated that, due to the problem of booking a suitable venue in the pre-Christmas period, it had been decided to revert to a previous format whereby a Laying-Up Supper would be held in The Boringdon Arms on 22 November 2014 with a more formal Dinner and Prize Giving early in 2015. She was still researching venues for this latter function and would welcome any suggestions for location or format. There being no comments or questions, the Commodore thanked her for her report and encouraged her continuing efforts to provide a varied and entertaining social programme.

Item 9: Presentation of Accounts by the Honorary Treasurer

The Honorary Treasurer stated that a copy of the Examined Accounts for 2013/14 had been circulated to all Members by email prior to the meeting. She then informed the meeting that they held up against previous years, despite being in deficit for the year due to a number of one-off out goings. These included: the late payment of the 2013 RYA Affiliation Fees, which then came into 2013/14; the cost of setting up the template for the badge for the Club Clothing; the cost of updating the engraving of the Club Trophies; and the purchase of additional Club Burgees and Officers' Flags. These latter items represent stock and a Club financial asset on future sale to Club Members. She concluded that the Club was still

financial sound with a current account of £167.05 and a deposit account of £1958.95. She confirmed the accounts had been examined by the appointed Club Accounts Examiner, Yvonne Traynor, and found to be correct. She ended by regretting that she, and Geoff, were standing down from the Committee and thanked everyone for their trust and support over the years. There were no questions on the presented accounts which were proposed by Roger Coleman as being a true and accurate record of the Club's finances for Financial Year 2013/14; this was seconded by Nigel Vaughan-Smith and approved unanimously.

Decision: The Examined Accounts, a copy of which are attached to these minutes, were accepted as a true and accurate record of the Club's finances for Financial Year 2013/14.

Item 10: Election of Club Officers

Opening this item, the Commodore paid tribute to the four retiring Officers & Committee Members: Corinne Hurrell, Ros Wheeler, Ian Duffie and Geoff Wheeler. She thanked them all for everything they had done for the Club during their time serving as Club Officers & Committee Members. She also recognised Roger Coleman's support and efforts over his years as Vice Commodore, but noted that he was only resigning this position to enable him to stand for the more demanding role of Honorary Treasurer!! She particularly thanked Geoff Wheeler for his great contribution in all the various positions he had held over the years. She then presented him with a Past Commodore's Flag in recognition of his years as her predecessor as Commodore; this was to a resounding round of applause from all those Members present.

The following volunteers had been proposed to fill the Club's Officer posts for the 2014/15 Season:

Commodore - Celia Coleman
Vice Commodore - Bill Hill
Rear Commodore Sail - Nigel Vaughan-Smith
Rear Commodore Club - No nomination
Honorary Secretary - Colin Ayres
Honorary Treasurer - Roger Coleman

In the absence of a nomination to fill the vacant Rear Commodore Club position, it was suggested that the number of Club Officers should be reduced to five for the forthcoming year. This proposal and the election of the nominees to the other five posts were formally proposed by Geoff Wheeler, seconded by Pip Shell and agreed unanimously by those Members present.

Decision: The Club Officers for the 2014/15 Season were to be reduced to five and were to be:

Commodore - Celia Coleman
Vice Commodore - Bill Hill
Rear Commodore Sail - Nigel Vaughan-Smith
Honorary Secretary - Colin Ayres
Honorary Treasurer - Roger Coleman

Item 11: Election of Club Committee Members

The following volunteers had been proposed to fill the Club's Committee Member positions for the 2014/15 Season:

Membership Secretary - Pip Shell
Social Secretary - Lynne Shell
Club Webmaster - Chris Greenwood
Committee Member - Beverly Whitmill & Kevin Whitmill

As the Rear Commodore Club position was vacant, the Commodore proposed that the Committee should be expanded by one member for the forthcoming season by excepting both nominees for the one Committee Member position, as this would maintain an overall Officers & Committee of ten members. This proposal and the election of the five nominees were formally proposed by Celia Coleman, seconded by Nigel Vaughan-Smith and agreed unanimously by those Members present.

Decision: The Club Committee Members for the 2014/15 Season were to be increased to five and were to be:

Membership Secretary - Pip Shell
Social Secretary - Lynne Shell
Club Webmaster - Chris Greenwood
Committee Member - Beverly Whitmill
Committee Member - Kevin Whitmill

Item 12: Appointment of the Club's Accounts Examiner

The Commodore thanked Yvonne Traynor for her efforts in examining the 2012/13 and 2013/14 Club Accounts and stated that she had offered to continue in that role. Paddy O'Connor proposed that Yvonne Traynor be appointed the Club's Accounts Examiner for the 2014/15 financial year; this was seconded by Celia Coleman and agreed unanimously by all present.

Decision: Yvonne Traynor was appointed the Club's Accounts Examiner for the 2014/15 financial year.

Item 13: Membership Fees

The Club finances and membership numbers were both healthy. The Officers & Committee Members recommended that the annual membership fee for the 2015/16 season should remain at £10 per member. Geoff Wheeler proposed the motion, which was seconded by Mike Sims and agreed unanimously by those Members present.

Decision: The membership fee for the 2105/16 season to be £10 per member.

The Membership Secretary then raised the issue that he had been approached by several members requesting to pay their subscriptions by electronic means or bank transfers, other than cheque. This generated considerable discussion on the relative pros and cons of increased ease of payment for Members against the potential of increased bank charges to the Club for the greater number of individual transactions. In the end, it was agreed that the matter required further investigation and the Officers and Committee Members were actioned accordingly.

Action: The Officers and Committee Members to investigate the actual costs that would accrue to the Club by introducing electronic banking and, if deemed cost effective, promulgate details of the alternative arrangements to Club Members.

The Membership Secretary further commented that a number of Members liked to pay their membership dues at the AGM. This placed them in contravention of the Club Constitution which requires annual subscriptions to be paid on the 1st day of March each year. It was agreed to discuss this matter further under the following Item 14.

Item 14: Approval of Amendment 1 to the Club Constitution Revision 1

A copy of the draft amendment had been circulated to Members along with the Calling Notice for the AGM. The amendment proposed additional wording to two paragraphs:

- a. Paragraph 2.2. The change to this paragraph would introduce a one-off joining fee per boat, where appropriate, equal to the then current cost of a Club Burgee, for which the new member would then be presented with a Club Burgee in return. This change was to ensure all new members had a Club Burgee.
- b. Paragraph 9. The current wording to this paragraph only limited the Club's liability to activities on Club premises or whilst using property hired by or loaned to the Club. It was considered necessary to limit the Club's liability to include participating in social events, cruises or any other event organised by or on behalf of the Club.

Both these proposed changes were accepted by those present as being worthy and required. Discussion then centred on the matter raised under the previous item as to when annual subscriptions needed to be paid. The Rear Commodore Sail suggested revising the wording of line 3 of Paragraph 2.4 of the Constitution from: "... thereafter on the 1st day of March ..." to read: "... thereafter by no later than the 31st day of March ...". This revised wording found favour with all present. Celia Coleman proposed that the revised wording to Paragraphs 2.2, 2.4 & 9 be incorporated as Amendment 1 to Revision 1 of the Club Constitution. This was seconded by Geoff Wheeler and approved unanimously by all those Members present.

Decision: The proposed Amendment 1 to the Club Constitution Revision 1 was approved and the revised paragraphs were to read:

2.2 Application for Membership shall be made on the appropriate form which when completed shall be passed to the Membership Secretary along with the appropriate fee, which is to include a one-off joining fee per boat, where appropriate, equal to the then current cost of a Club Burgee, for which the new member will be presented with a Club Burgee in return.

2.4 Voting Members shall pay an annual subscription of such sum as agreed at a General Meeting. All Voting Members shall pay their first annual subscription upon election to the Club and thereafter by no later than the 31st day of March each year. Changes in the rate of subscription shall be proposed by the Officers and Committee to the members at a General Meeting. Any such changes, if passed, shall become operative with effect from the start of the next Club financial year following the General Meeting.

9.1 The Club disclaims all liabilities for any injury sustained by members or their guests whilst on Club premises or whilst using property hired by or loaned to the Club or when participating in social events, cruises or any other event organised by or on behalf of the Club.

Action: Rear Commodore Sail to incorporate Amendment 1 in the Club Constitution Revision 1 and circulate a copy of the updated document to all Members.

Item 15: Any Other Business

No items of any other business had been notified. However, the Commodore went round the room inviting Members to raise any matter.

Roger Coleman stated that, although changing his position within the Club, he would still maintain and circulate the Sailing Group Forum giving contact details of members and their boats.

Geoff Wheeler thanked the Club for all the support he had received over the years and that he and Ros were looking forward to continuing their participation in Club activities.

Nigel Vaughan-Smith proposed a Vote of Thanks to the Commodore, Celia Coleman, for her very effective and highly successful first year as Commodore. This was seconded by Geoff Wheeler and unanimously agreed by all those Members present by loud applause.

In closing the meeting, the Commodore again thanked Fairway Furniture and Paddy O'Connor for providing the facilities for the meeting and expressed her hope that they would be made available on future occasions, if required.

There being no other business, the meeting closed at 1905 hrs.

Nigel Vaughan-Smith

for Honorary Secretary
Cattewater Cruising Club

Attachments:

1. 2014 AGM - Rear Commodore Sail Report.
2. 2014 AGM - Rear Commodore Club Report.
3. 2014 AGM - Examined Accounts.