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MINUTES OF THE CATTEWATER CRUISING CLUB
OFFICERS & COMMITTEE MEMBERS MEETING
HELD ON THURSDAY 14th JANUARY 2016
AT THE BORINGDON ARMS, TURNCHAPEL, PLYMOUTH.

Present:

Celia Coleman	- Commodore
Bill Hill	- Vice Commodore
Nigel Vaughan- Smith	- Rear Commodore Sail
Colin Ayres	- Honorary Secretary
Roger Coleman	- Honorary Treasurer
Bev Whitmill	- Committee Member
Kev Whitmill	- Committee Member

1. Apologies for Absence:

Pip Shell	- Membership Secretary
Lynne Shell	- Social Secretary
Alan Casey	- Club Webmaster

2. Approval of the Minutes of the Previous Meeting held on 8th October 2015.

The Minutes of the Officers & Committee Members Meeting held on 8th October 2015 were passed as a true record.

Proposed by Nigel Vaughan-Smith and seconded by Bill Hill.

3. Matters Arising from the Previous Minutes.

3.1. Cost of engraving the Trophies for 2015 award winners (para 4 of the previous minutes refers)

Nigel reported that his recent investigations into the Club's History had revealed missing information on past winners of many of the Trophies; he had, with general agreement ex Committee, taken the opportunity to have the missing names engraved on the Trophies and this had pushed the cost of the engraving up to £133.00 which he had paid.

The minutes of the previous meeting recorded that agreement had been reached for Nigel to spend up to £80 on engraving but in light of the extra engraving the meeting agreed to reimburse Nigel the full amount of £133.00.

Decision: Nigel to be reimbursed the full amount of £133.00.

Item closed

4 Promotion of CCC by Plymouth Yacht Haven

Nigel confirmed that, following e mails sent to the Committee on 25.11.15 and 29.11.15, and with their agreement, an arrangement had been made with Steve Kitchen, Plymouth Yacht Haven's Manager, to promote the CCC to all new Marina berth holders by the inclusion of an A4 Flyer in the Marina Welcome Pack.

5 Report on PPSA meetings.

The Vice Commodore reported that he had attended one meeting of the PPSA since our last Committee meeting and had reported details of that PPSA meeting to all CCC members by e mail on 3.12.15.

Bill presented to the meeting a typical set of PPSA minutes which were from their meeting dated 26.10.15 together with an Agenda for their meeting of 30.11.15. He reported that the PPSA had held 7 meetings since the 2015 CCC AGM and he had attended 4 of them, one of which was of some relevance to CCC activities because it referred to the forthcoming RYA Cruising Conference to be held at Paignton, but generally discussions at the meetings were not of relevance to CCC and did not contain any information which was not available on the PPSA or QHA website. Celia thanked Bill for the time and effort he had put into monitoring PPSA meetings. Nigel made the point that in view of Bill's report there seemed no point in having a designated member of the CCC to attend PPSA meetings because reference to their Agendas, which we should automatically receive, would determine the need for any future attendance.

Bill was therefore asked, as the current nominated CCC representative, to request the PPSA Secretary to e mail all future PPSA correspondence, particularly meeting agendas and minutes, to the CCC Honorary Secretary, who on receipt, would circulate copies to the other Committee Members to determine if it would be necessary for the Club to be represented at a particular meeting and who would attend.

Action: The Vice Commodore to request the PPSA Secretary to e mail all future PPSA correspondence, particularly meeting agendas and minutes, to the CCC Honorary Secretary for future action as required.

6 Draft revision 2 to the Club Constitution.

Nigel reported that he had sent to the Committee by e mail on 27.11.2015 a Draft Revision 2 of the CCC Constitution for comment. After receiving comments he sent a suitably amended Draft Revision 2 to the Committee on 12.12.2015 and now requested the Committees agreement to that document.

After a general discussion it was agreed to accept the document and to include it in the agenda for the forthcoming AGM for formal endorsement by the Members. Proposed Kev Whitmill and seconded by Bill Hill.

7. Club Insurance.

The Commodore brought to the attention of the Committee that the question of whether or not the Club should have its own insurance had recently been raised. Celia referred the Committee to the e mail sent to them by Nigel dated 12.12.2015 regarding whether the Club needed Insurance and the advice from the RYA that CCC should have insurance, in particular, because of the formal manner in which the Club Cruises were arranged.

She then asked the Honorary Treasurer to comment on his e mail which he sent to the Committee Members on 28.12.2015.

Roger reported that he had obtained quotations from four insurance companies for insurance to cover the Club activities as recommended by the RYA. The cheapest quote for £3,000,000. 00 liability cover was £386.84. He reported that to cover the extra expenditure the only option seemed to be to increase the annual subscription - the subscription for the year 2016 – 2017 had already been set at last years AGM and is to remain at £10 so any insurance costs incurred for 2016 – 2017 would have to come out of reserves.

With his e mail Roger had sent 2 Provisional Budgets for 2017 -2018: one showing the extra income raised by increasing the subscription to £20 and the other showing the extra income raised by increasing the subscription to £15. He also illustrated possible savings on expenditure which could be made by reducing spending on Trophies and the Draw prizes at the Prize Giving Dinner.

Celia read to the Committee e mails received from Pip Shell and Alan Casey which expressed their views on the matter of insurance and the need to raise extra income to cover the premium if insurance was decided on.

Nigel was asked by Celia for his view on the need for insurance and he stated that in its present format the Cruising Programme encouraged people to take part in the cruises – his thoughts were that the format should continue and that insurance was definitely needed and he thanked Roger for the effort he had put into his report on the subject.

A general discussion followed on the need for insurance and it was agreed that if future Cruises are to continue in the manner in which they have been run for the last 4 years, insurance would be required. This was in line with advice obtained from the RYA.

The amount of insurance cover required was discussed and the cover offered in the quotations was agreed to be in line with recommendations from most insurers.

It was agreed by everyone present that the formal way in which the Cruises had been planned in recent years was a big attraction to new members and existing members who took part in the Cruising Programme.

It was therefore unanimously agreed that the Committee should put the case to members at the 2016 AGM that insurance for the Club's activities should be obtained and a budget to cover the running cost of the Club be presented showing an increase in the annual subscription to £15, starting 2017.

Action: Honorary Treasurer to produce a proposed balanced budget for 2017 – 2018 based on an annual subscription of £15

Action: Rear Commodore Sail to draft a motion to be put before the AGM that the Club should take out insurance.

8 Agenda for 2016 AGM.

The Agenda for the 2016 AGM was agreed and will be issued early in February and it was also agreed that the paperwork for Nomination of Officers and Committee Members should be sent out to all members with the Minutes of this present meeting.

Action: Honorary Secretary to send out Nomination forms to members.

9 Rear Commodore Sail's Report.

Nigel reported that a provisional Cruising Programme for the forthcoming season had been issued to members last November and that the final version will be issued after endorsement by the Rear Commodore Sail (elect) in late February. He reported that two "Where Are We" competitions had been circulated and that two more were planned for the near future.

10 Honorary Treasurer's Report.

Roger elucidated his report dated 4.01.16 to the Committee, a copy of which is attached

11. Membership Secretary's Report.

In his absence Celia read Pip's report, a copy of which is attached

12 Social Secretary's Report.

In her absence Celia read Lynne's report, a copy of which is attached. Celia re-empathised Lynne's comments about the need for more prizes for the raffle and confirmed that Force 4 had donated 3 vouchers (£20, £15 & £10), Excel Screenprinters had donated a voucher for 4 items of clothing and Solent Motor Yachts had donated 2 branded Musto caps.

13 Club Webmaster's Report.

In his absence Celia read Alan's report in which he stated that the server which the Club website is hosted on had suffered a DDOS attack before Christmas and that the site had now been moved to another server and was back up and running with only a few minor problems which he hoped would be sorted soon. Alan reported that he had again obtained prizes for the Prize Giving Dinner draw from Force Four in the form of 3 vouchers - £20, £15 & £10.

14 Update Diary of Future Events.

Saturday 30th Jan 2016 Prize Giving Dinner
Saturday 19th Mar 2016 AGM at the Mount Batten Centre
Thursday 14th April 2016 Officers and Committee Members meeting at the Boringdon

15 Any other business.

There being no other business the meeting was closed at 21:20

Colin Ayres
Honorary Secretary
Cattewater Cruising Club

Attachments:
Treasurer's Report dated 04.01.2016
Subscription Secretary's Report
Social Secretary's Report