

New Forest & District Sailability
Minutes of the Committee Meeting
At Spinnaker Club at 1.30 pm on Tuesday 20 March 2007

1	Members Present: Eric Blyth, Tom Glasson, Roger Druce, Rory Morrison, Rob Biddle, Xavier Champeau, Irene Hincks	
2.	Apologies Spike Spencer, (Understood Rodney still in Australia)	
3.	Minutes of the previous meeting held on 9 January 2007 Approved by all present and signed by the Chairman	
4. Chairman's Report		
	4.1 Conversion of Shower and Toilet Facilities for Disabled Spinnaker has made some modifications to the Gent's toilet making wheelchair access easier. It was agreed that as we currently have a number of funding projects, this particular project will be delayed until other projects have been finalised.	No further action
	4.2 Ellis Jones has awarded Sailability £2086.48. Eric has already written to thank them for the cheque.	Eric
	4.3 Monday Club It was agreed that the Monday club could hold 2 more sessions. As they want to pay before 5 th April, Roger will raise an invoice for £40. Dates to be confirmed.	Roger
	4.4 Harold and Peter Leaving Present As Harold Thomas (?) will be leaving on 26 March it was suggested that Sailability should purchase a leaving present eg an engraved yacht ornament. No decision was made but suggestions for a leaving present should be forwarded to Eric. Rory will provide Eric with Harold's address.	All (N.M.)
	4.5 Brenda from Spinnaker Leaving Present It was suggested that Sailability purchase a leaving present for Brenda. No decision made.	Eric (N.M.)
5. Treasurer's Report		
	5.1 Current Finances Current Account £6201.77 less £20 uncashed cheque = £6181.77 Savers Account = £8,221.96 Total Funds = = <u>£14.403.73</u>	None
	5.2 Fees for Coffee and teas to be raised to 40p	
	5.3 New Forest Sports Council - Tom has organised Sailability's membership.	
6. Secretary's Report		
	6.1 Missing documentation for various dinghies. Members handed various documents to Irene, who will collate and feedback at next meeting. Everyone to check if they have any further documentation.	Irene (N.M.)
	6.2 Carbon Index and 2.4s No proof of purchase documentation has materialised but Tom informed Irene that £4500 was paid for the first 2.4 on 11 July 2006 and £4800 for the second 2.4 on 25 Sept 2006. Post Meeting update: Irene has found out that Carbon Index ceased trading last year. She has tracked down one of the directors, duncan.bates@iwcollege.ac.uk , who is now working at Isle of Wight college. He has verbally assured Irene, he will check what documentation he has at home and get back to her.	Irene (N.M.)

	<p>6.3 Trustees Andrew Hutchinson Bates has agreed that he will complete all relevant documentation for the Charities Commission for 2006. The blank forms should arrive at Spinnaker during March.</p> <p>Rory has agreed to contact Mike Pemberton to determine whether he is still willing to stand as a trustee.</p> <p>We still need to appoint 2 or 3 trustees dependant on Mike's decision. Rob Biddle has decided he prefers not to be a trustee due to current commitments. Roger Druce will consider this once he has further understanding of the role and responsibilities of the trustee. These can be found at http://www.charitycommission.gov.uk/publications/cc3.asp I've put the salient points into the attachment CC3 The Essential Trustee What you need to know. Roger will let us have his decision at the next meeting.</p> <p>Eric (I believe) no it was not me, but I don't remember who it was proposed that Roger Jenkins be approached. Roger used to be the Managing Director of a large security company and although not an accountant, is use to reading and approving management reports. Decision as to whether to approach Roger not agreed. Added to next month's agenda.</p>	<p>Rory (N.M.)</p> <p>Roger (N.M.)</p> <p>All (N.M.)</p>
	<p>6.4 Princess Royal's visit - it was agreed we should again apply with the purpose of the visit to open the new pontoon. Irene to complete RYA application.</p>	<p>Posted 24 03 06</p>
7. Members' Representative Report		
	<p>7.1 Identification Badges for volunteers Xav suggested that shore staff, who do not wear life jackets, could have a badge on a chain. No decision to purchase these was undertaken. In the meantime Irene will provide sticky labels and marker pens, so that these can be used by secretary of the day etc.</p> <p>Badges on Lifejackets As an experiment, Xav will bring some plastic wallets, Irene will provide sticky tape and Rob has agreed that if this works he is willing to print name cards. We'll trial this on a couple of the older lifejackets and feedback.</p>	<p>Irene Xav</p>
8. Secretary of the Day's Report		
	<p>8.1 Community First Roger recommended that Sailability join <i>Community First</i>. They don't have grants available. They have furnished Rory with a huge list of people who do sometimes have money available. The annual fee is £10. This was agreed, so Tom will raise a cheque for £10.</p>	<p>Tom</p>
	<p>8.2 Community First Awards ceremony. It was agreed that Sailability should nominate someone for their awards. No decision made. (Post meeting suggestion – Roger at next meeting, can you brief us on what Community First do? What awards they have? Then we can make a proposal at next meeting)</p>	<p>Roger (N.M.)</p>
	<p>8.3 Criminal Records Bureau (CRB) As Sailability should have a policy on when CRBs should be renewed for existing members, it was agreed that our policy will be every 3 years. Roger will organise this.</p>	<p>Roger</p>
	<p>8.4 Cost of CRBS Currently we pay £6 per application. Community First will do it for £5. RYA will do an enhanced check for nothing. In future, Roger will process CRBs through the RYA.</p>	<p>Roger</p>

9. Boats and Equipment	
<p>9.1 Safety Boat The potential purchase of Geoff Holt’s Pioner was put on hold until we have heard about further grants. Geoff knows that funding is a problem. Eric will discuss this with him. <i>(Post meeting comment from Secretary. When we continue with the discussion about purchasing a safety boat, can someone confirm whether we have undertaken what was agreed at our January meeting:</i> <i>“It was agreed that as much as possible should be undertaken to ensure a safe, cost effective and appropriate purchase including:</i> - A survey, possibly from Paul Myra, RYA. - A trial for a few months of all potential boats? - Cost benefit analysis once Spike, Rob, Tom, Rory Eric have undertaken further research. - Approval from Spinnaker that choice of boat is appropriate to our needs.</p>	<p>Eric (N.M.)</p>
<p>9.2 Fuel Tom volunteered to ensure that there is always sufficient fuel.</p>	<p>Tom</p>
<p>9.3 Propeller Check Rory reminded everyone of the importance of all volunteers checking the serviceability of the safety boat when they sign this out. They should pay particular attention to ensure that the propeller is unblemished. If there are any problems these should be reported immediately to the Boatswain and logged in the Spinnaker book. Likewise, if any problems exist when the safety boat is returned, these should be reported immediately. Rory will circulate to all relevant volunteers.</p>	<p>Rory</p>
<p>9.4 Joe Kenny’s 2.4 Spike is organising the transportation of this. Rory has agreed we could if pushed; keep this at her house once she has sold her campervan.</p>	<p>Spike</p>
<p>9.5 Outstanding Boats and Equipment Items - Spike’s instructor training No progress - Jockey wheels and shortening of trolleys No progress - Bow fenders now available. - Laminated instruction cards 2.4s Progressing. - Further Safety boat training took place Friday 23 March with John Clarke</p>	<p>Spike Rob, Rory (N.M.)</p>
<p>9.6 Buoyancy Aids The item <i>Do we need more buoyancy aids</i> was on the agenda but not discussed. Added to next agenda. Buoyancy aids for sale by Lymington not suitable for us.</p>	<p>(N.M.)</p>
10. Project Pontoon	
<p>10.1 Cost Comparison of suppliers. Rob had completed a comprehensive comparison of costings between Solent Marine and Walcon. When all essential extras had been included, the committee agreed that Walcon would be more cost effective and nominated then as the preferred supplier.</p> <p>10.2 Dimensions of pontoon Rob completed a drawing to scale showing the various dimensions available for the top section of the Pontoon ranging from 2.5m, 3m, 4m and 5m. The committee agreed that the most appropriate size would be 4m. This would mean that one of the 11.5m lengths would need to be shortened to 10m to meet Spinnaker’s requirements that it is no longer than existing black Pontoon.</p> <p>10.3 Hoists for Pontoon. Rob contacted Steve Sawford Marine who quoted the following for two C Cranes: <i>“a 5% discount on two i.e. £2948 less 5% discount = £2800.60 plus VAT.”</i> It was agreed that these should be purchased. In the unlikely event that the Pontoon does not go ahead, we could have a wooden "cover" from Jetfloat who made the existing</p>	

