

**SUSSEX YACHT CLUB**  
**MINUTES OF THE MEETING OF THE MAIN COMMITTEE**  
**Held Monday 16<sup>th</sup> July 2018**

**DRAFT**

**The meeting commenced at: 20.01 hours**

**Summary of Actions**

Item No	Item	Who	When
1461.2	Matters arising/Reader for Epos	House	September
1461.3	Matters arising/Barco Bank charge	HF	September
1461.4	Matters arising/Admiral vacancy	TL/SL	Immediate
1461.6	Matters arising/Barco open hours	GR	September
1461.7	Matters arising/Bar price list	TL/NS	Immediate
1464.8	MMC/Phone call enquiries	Office	Immediate
1466.2	Barco/Turnover increase	DN	September
1483.2	AOB/E Cigarettes	NS	Immediate

**Present:**

Terry Kinch	TK	Commodore, Chair M&M & BMC Committees (Chair)
Kevin Headon	KH	Vice Commodore, Training Principal
David Nunn	DN	Rear Commodore, Hon. Treasurer
Graham Roberts	GR	Rear Commodore
David Terry	DT	Rear Commodore, Sailability Committee
Kevin Knight	KK	Director, Safety Boat Manager
Neil Prescott	NP	Director, Moorings & Maintenance Committee
David Skinner	DS	Director, Moorings & Maintenance Committee
Miles Mayall	MM	Director
Laurence Woodhams	LW	Director
David Carroll	DC	Director
Ann Macey	AM	Director, House Committee
Ian Bush	IB	Director, House Committee
Mark Sharp	MS	Director
Tim Leigh	TL	Ex-officio, Secretary
Jenni Bignell	JB	Ex-officio, Assistant Secretary

**Apologies:**

Helen Foster	HF	Director, Chair, House Committee
Sue Large	SL	Director

**Absent:**

Number Item

**1460 MINUTES OF PREVIOUS MEETING**

All agreed as a true summary.

Proposed: Commodore; Seconded: KK; In favour: Unanimous of those present at last meeting:

Against: 0; Abstention: 6 AM, MS, DS, IB, DN, MM

**1461 MATTERS ARISING**

**1461.1 First Aid Courses – DT to arrange for staff**

DT reported that the first course was held today and the second will take place tomorrow.

Action completed.

**1461.2 Barco report on two tier pricing**

The Epos system has begun with two tier pricing and House were requested to ensure the reader is installed as soon as possible.

Action – House to arrange immediately

**1461.3 Barco Bank Charges**

It was believed that a previous bank charge referred to card usage. DN was unconcerned, but HF was not available to report.

Action: HF to report in September

**1461.4 Admiral Vacancy**

A letter to the Duke of Sussex remained outstanding.

Action: TL to contact SL

**1461.5 Mud Berth Moorings**

1461.5 (i) In June LW asked about availability of mud berth moorings. GR reported that the area is still active with boats booked on, and discussions continue with the contractor. MM stated that any uncertainty about the future has been explained to members.

1461.5 (ii) TL reported that Paula has taken over the allocation of moorings at Shoreham, ensuring the allocation to appropriate boats on the list, and she reports back to MMC. Action Completed.

**1461.6 Barco Opening Hours**

In June House were requested to discuss any change of opening hours and present a proposal to the Board. GR considered that any change to opening hours would be ill advised. The intention was to demonstrate that a plan is in place rather than merely roll on. TK would like to see the presentation made to the Board.

Action: GR

**1461.7 Bar Price List**

LW requested a current bar price list for members and non-members be made available for perusal.

Action: TL to ask for NS to email list to Directors

**1461.8 Confidential Correspondence**

TL reported that the member has been contacted but he was away on a long trip. LW has offered to contact him and they are still to meet. Action completed.

**1462 FINANCE & TREASURY – Charges Proposal 2018/2019**

1462.1 DN reported that budgets are normally approved in July but he has not had enough time or information to compile the expenditure side of budget with relevant illustrations such as the underlying club budget, member activities etc.

1462.2 Allowance is required for items in the new year, ie when the development project goes ahead the contractors will be using our electricity and water. DN will bring these items back to the next main committee meeting.

1462.3 Finance Committee met on 11<sup>th</sup> June. Questions were raised about the way Harbour Assist made calculations and it is now run as a price per metre per day.

1462.4 DN reported that the Finance Committee agreed to apply a CPI of 2.5% price increase to the 2017-2018 general charges and approval of the main committee was now sought as the office needs to know the charges in order to prepare for membership renewals.

1462.5 MS queried how a level of charges could be set without knowing the budgets required, and considered that an excessive surplus has been accrued over the past few years. MS felt that

the figures show the club is generating a profit which is against the CASC rules and ethos of the club rules and would prefer to have the correct information before setting tariffs. MS did not want the fees to be passed with expenditure being unknown.

- 1462.6 Much discussion followed and DN stated that the SDP project will absorb a lot of funds and noted that funds could be very stretched.
- 1462.7 DN reported that the Club has now made application for VAT status. In due course he will see the accountants about how CASC fits with the massive practical and financial change.
- 1462.8 DN clarified that the new charges are necessary and explained that previously anticipated budgeted money was not spent on projects at the time, ie last year the replacement of moorings at Southwick didn't happen.
- 1462.9 TK recorded his support and MS agreed he is satisfied that everything is being done appropriately. An invitation was extended to attend SDP and other meetings.
- 1462.10 MM noted the drawings for the new Southwick moorings show 10m, 12m and 14m berths which will be charged on berth length in principle. A boat of 33' or 34' under the current wording risks being charged for a 39' boat. MM suggested that gaps should be 1m instead of 2m which may result in the cost of the project being reduced by reducing the berth sizes. Also by charging people another 10% it may affect members and recruiting of outside sources to use our moorings. The survey of Southwick moorings recently undertaken has shown that some people have cheaper moorings than at Brighton Marina and it would be better to tailor the charges and budget in order to maintain a competitive position.
- 1462.11 DN considered that the new upgraded pontoons would have a suggested charge, an expectation, on the simple grounds that they will have more width on their berth.
- 1462.12 TL confirmed that it was agreed there would be exceptions for those existing on particular moorings, and the member and mooring would not be subject to changes until they vacate or move to another mooring.
- 1462.13 GR stated that 12m berths are better to make maximum use of the facility available and that charging will be decided by Finance Committee and MMC in the future.
- 1462.14 MM noted that some of the spacing in the new marina is rather tight for a turning circle but it was felt that the proposal maximises the number of berths and benefit will be found in some areas where there are slightly shorter berths.
- 1462.15 DN proposed 20% extra per metre per annum for the new berths but leave out the detail. Not needed now as we don't know what it is going to be but the members will have something to consider.
- 1462.16 LW stated that single metre increments are the way forward.
- 1462.17 LW considered that if there are 10 x 12 m moorings, and 8 are taken up with 11.99m boats leaving a number of 8m boats with only a 12m mooring available, we are effectively saying go away or pay for 12m. LW believed it could lose them their place on a waiting list, be unfair and could push people away. Finance committee and MMC have to plan for this.
- 1462.18 DN noted that the maximising of boats in the moorings is the main focus.
- 1462.19 DN confirmed that Sailability fees will also increase by 2.5%, remaining at one third of club membership fees.
- 1462.20 DN proposed that the remainder of the fees and charges are accepted as amended. \

Seconded: DS

In favour: 13. Against MS, Abstention 0

**1463 SDP REPORT**

- 1463.1 GR reported that Derek Copeman is doing a lot of voluntary work for the club, co-ordinating all the professionals, and recommended that proper recognition must be given.
- 1463.2 The last SDP meeting began to look at interior design, and it was considered this may become a contentious issue.
- 1463.3 The Planning application is scheduled for the 6<sup>th</sup> August Planning Committee. The planning officer was of a mind to defer to September but after meeting with the Head of Planning it has remained on the list for 6<sup>th</sup> August. A recommendation for approval has not yet been posted but it was considered that it would be difficult not to do so.
- 1463.4 TL reported that the only objection has come from the Environment Agency who are recommending refusal. A robust rebuttal has been returned asking how they can consider refusal to accept planning for a wall that they require to prevent flooding. TL stated that this is being resolved at a high level within the council.
- 1463.5 The technical design is still on course and the marine management organisation application is in. Planning inspectors and MMO will inspect prior to decision.
- 1463.6 The financial plan as at stage 3 is still current but there will be a stage 4 pre-tender cost plan estimate in due course.
- 1463.7 MS asked why, if we had known the figure we were getting for the land, we did not plan something affordable and TK noted that this was discussed in SDP.

**1464 MMC REPORT**

- 1464.1 GR reported that the Southwick development has a meeting in August when proposed marine developers will present their schemes to the Port and the Club. Meanwhile GR and MM will meet to discuss the arrangements between the Port and the club, leases, and what terms we are leasing under, as it all affects how much money is involved.
- 1464.2 Prices received are looking encouraging but a lot of figures are still to be compiled and a better picture will develop over the next two weeks.
- 1464.3 MM has been revising the waiting list which originally had 60 names. Seven names are no longer members and out of 24 responses, 15 were possible future berth holders, 3 were not interested and 2 others could be excluded.
- 1464.4 There will be a balance between getting people in and maintaining the cash flow. The number of extra berths will be filled but some may not wish to move.
- 1464.5 MM stated that at the end of a three-week period it will be presumed that those members do not want to be on the list and another email will be sent out.
- 1464.6 MM confirmed that MMC are looking to make provision to encourage active boats and active crews.
- 1464.7 DN considered that thought must be given to look ahead over 20 years on the project and ask if sailing will be the same in 20 year's time and if there will be enough boats to occupy the moorings. DN wants to ensure there is a stream to keep the members coming in. GR stated that a lot of the work is simply updating and replacement.

- 1464.8 TL reported that we receive 2-3 telephone enquiries each week from people wanting berths to bring their boats here. It was suggested that the Office note those caller's details.  
Action: Office
- 1464.9 An incident occurred on the slipway where a boat broke away from car towing up the slipway. Advice and training will now be offered as the Club has a responsibility if things go wrong. TL confirmed that a report has been logged.
- 1464.10 MMC recognised a lack of reporting systems for near-misses and TK reported that after the Boatswain's incidents this year, a lack of Health and Safety management was recognised and Ben will attend a course in September.
- 1465 BMC REPORT**  
Nothing to report.
- 1466 BARCO REPORT**
- 1466.1 GR reported that financially there is good news. DN stated that Barco is still showing a £4,800 surplus for the year and it does appear to show a trend which is backed up by a better margin on drinks.
- 1466.2 LW asked if turnover has increased on a month to month basis. DN will provide some figures and circulate them.  
Action: DN
- 1467 HOUSE REPORT & COMMENTS BOOK**  
IB reported positive feedback from functions over last four weeks.
- 1468 FINANCE & TREASURY**
- 1468.1 DN reported that from 1<sup>st</sup> July the club went live on Xero Accounting which will make it easier to answer detailed questions and produce relevant reports.
- 1468.2 A reconciliation between HA and the financial system is still to be completed.
- 1468.3 DN gave praise to the office for all their input and hard work.
- 1469 ROYAL ESCAPE RACE**
- 1469.1 DC said he took photographs at the start line and is happy to share them. TL suggested they be uploaded to the Royal Escape website.
- 1469.2 DC to send photographs to JB for marketing purposes. IB stated that he has photos from prize giving.
- 1469.3 MM requested photographs for his talk to the Shoreham Ladies next week.
- 1470 KEELBOATS**  
DT reported that the Pactolus rally went well and was well attended.
- 1471 DINGHIES**  
DT noted that the Ferguson race on Saturday 21<sup>st</sup> July has confirmed interest from a number of dinghies.
- 1472 SAILABILITY**  
A 3-day training weekend has just taken place which was well attended. Three 16' boats were used and the sailors did well. Preparation is now underway for Sailability to attend the Fed Week in Chichester.
- 1473 DIVING & ROWING**

- 1473.1 TK and DT met recently with the Diving Section about the future of the club. There will be temporary space for their equipment and space in the new development which will require two moves of their compressor. They have requested confirmation.
- 1473.2 They felt reassured and again were invited to come to the SDP meeting in order to dispel rumours.
- 1473.3 Looking at the future of diving, DT will have meetings with Diving Club and bring report back.
- 1473.4 The Rowing Club have held their regatta. The Club could not support with safety due to Sailability and PB2 course, but they did have a safety boat.
- 1473.5 DT stated that the Rowing Club specifically want to meet TK but after that meetings will return to being with IB.

**1474 SAILING THROUGH HISTORY**

- 1474.1 DS reported that the project is on hold until the financial position of club with the two main projects is known.
- 1474.2 TL reported that he and KH had a meeting with fundraisers and they felt that in order to help more effectively, they should have been instructed some time ago. They have asked if they can be engaged on the project now or perhaps after the next few busy months. It was considered that once planning is past, they could have a meeting with DS and with a tour of Southwick to get things started.

**1475 STAFFING**

Nothing to report.

**1476 MARKETING**

- 1476.1 A small meeting of the new Marketing Committee took place between LW and TK. New membership cards are being looked at.
- 1476.2 A communication project was considered about who gets involved with the club. Wavelength, ITW, different sections, notice boards, Facebook would be looked at to see what is currently done before changes begin.
- 1476.3 DT asked if the marketing group includes the website and requested that someone goes through and takes down out of date information. DN commented that he has tried to clean up, but he does not have access to those areas. He asked that any requests be reported to the office.
- 1476.4 NP noted that no fixtures are shown on the website after September. Another request will be made.

**1477 ADMINISTRATION**

Nothing further to report.

**1478 TRAINING**

KH reported that courses have good participation with only one space left for the whole summer period.

**1479 YOUTH**

- 1479.1 Family & Cadets has a couple more weeks and has enjoyed a good uptake, fantastic weather and junior teams and transition teams have evolved.
- 1479.2 The Youth team are going to Cowes and the Sonars will be out next week for preparation. They may take part in offshore sailing after Cowes.

**1480 NEW MEMBERS & VOLUNTEERS**

A lot of new cadets and a good number of others were noted, which tends to be a trend at this time of the year.

**1481 NEW MEMBERS LISTING**

Proposal for the new member's listing for June to be adopted:  
Proposed: KH; Second: KK; In favour: Unanimous

**1482 CORRESPONDENCE**

None

**1483 ANY OTHER BUSINESS**

1483.1 KH mentioned the Fixture Lists and asked that section heads start considering their dates.

1483.2 DT has had a number of comments from members that E cigs are being used in the club house once again. NS will remind staff and eject anyone if necessary if they get upset over the rule.  
Action: NS

1483.3 MM proffered his thanks to DS and Tim and Jenny Worsfield for their hard work with the Pactolus weekend. DS reported 20 boats went to France for Pactolus, where they enjoyed typical entente cordial with a fabulous firework display. 6 French boats and 14 club boats attended.

1483.4 Open Day will be on Saturday 11<sup>th</sup> August. AM will put out a list of requests for people to do things. High water is midday. TL asked who is dealing with logistics but AM doesn't have a plan yet.

1483.5 TK currently has scheduled a meeting for August for committee to consider and debate final costing proposal for SDP scheme. It was recommended to cancel the meeting on 20<sup>th</sup> August although it was noted that a special meeting may be called.

1483.6 LW suggested that SDP team members and others who are not members of the Board be put on notice that they may be needed to attend. Anyone who has had a history with the proposed development should be invited.

There being no further business, the meeting closed at: 21.55 hrs

I agree the above to be a true summary of the meeting.

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Terry Kinch Commodore

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16 July 2018

**Date of Next Meeting:** Monday 17<sup>th</sup> September 2018 20.00 hours  
Monday 15 October 2018 20.00 hours