

## MINUTES OF COMMITTEE MEETING OF PHCC CIO

Dated 30<sup>th</sup> September 2014

Apologies from: Peter Hobby , Paul Levett, Peter Cooper

### Persons Present

Frazer Ely (Chair) FE, Sally Crawford (secretary) SC, Helena Urban (treasurer) HU, Steve Hills SH, John Crawford JC, Helen Conyers (HC), Cheyne Marley (CM), Matt Robbins (MR) Margaret Bright by invitation

### Minutes

1. The minutes of the meeting held on 27 August 2014 were approved.
2. Boat house Project
  - 2.1 SH reported they had had a good meeting with BOP Kate Mitchell who was proving most constructive in approach. Time table looks to be as follows:  
Final spec is being sent round by e mail. We aim to get the tender out on Friday. We then expect to receive this back by the end of October. The price needs to be affordable by us and BOP who have allowed circa £98,000 for the toilet block shell. Thus there is a need to feed back to our funders and to get a firm commitment from BCU. **JC will chase BCU and the two trusts. SH will review and up date Sport England.** Funding therefore needs to be reviewed at November meeting.  
Assuming all good BOP have to do asbestos survey. They will need to close toilets to do this. There is a 5 week time for getting asbestos survey. This takes it to early December. We have a planning condition that demolition needs to take place in November. Kate Mitchell seemed quite relaxed about a little slippage on this but it is a tight time frame. On this basis it is hoped that demolition should take place w/c 8<sup>th</sup> December. By this time the club needs to have cleared the hut.
  - 2.2 The committee then discussed club hut clearance. It would seem sensible to reserve two weekends in mid November to clear hut and knock down hut. JC advised that his contact had no spare space and recommended some shipping containers at £150 pw each. It was agreed that **all would make enquiries about boat storage and feed back** asap. Agreeing that we need to store from mid November through to Easter 2015. We will also raise this at AGM. Jenni will need to be involved closely. Margaret advised that she had done up to date inventory which should form basis of this review.
  - 2.3 We need to ensure members up to date. So presentation at AGM but because so many do not come to AGM **CM will do an update in club magazine and aim to get this out to all members during October.**
  - 2.4 JC advising that subject to contract legal matters now agreed with BOP. 50 year lease with break clause every 5 years after 30 years. The rent had been agreed at £2,500 pa with revisions every 5 years. The committee who had seen much of the correspondence now confirmed that it was agreed that this was the best that could be achieved and JC

should seek to put the lease into place. JC advising that the lease itself needs to be agreed by the end of October as we cannot proceed with any building works until the lease is in place. The matter had been passed to the legal team at BOP and **JC would keep onto them to progress this asap.**

3. Other funding issues.

The committee concerned that the funding committee seems to have fallen by the wayside. SC advised that she had met with Lynnette today and could see where the problem lay. We can only apply for specific equipment to funds and there were different funds out there focused on different aspects. So for example plenty of funding for Juniors and disabled and also for training the trainers. So to raise funds we need to know what people want in very specific terms and how that will promote paddlesport. SC will do email and then we need to have committee meeting to decide on priority. No club funds are currently being used on replacement boats until the Boat House project funding picture is clear.

SC advising that in relation to phase 2 of the project Sita had funding but there must be some wider community use of premises. Can we consider this? It was left that Lynnette would look into this further and we would review as soon as we know where the present funding takes us. **CM would in the magazine seek to find out if members had skills to help at cost price for example electrics and plumbing.**

The committee agreed that the club lottery should proceed. Peter Gill is back shortly and **HU will confirm the position to him.**

4. AGM

It was agreed that **FE would ask Andy** to deal with registration as he knows people so well and has up to date lists. SC advising she has an up to date list which shows 472 members.

**HU will print off copies of the accounts and annual report for the meeting and will cover her costs against funds.**

Discussing the proposed agenda and agreeing:

**HU happy to deal with accounts.** SC advised no questions recd.

PH not attending so FE will read his report

Paddling activities in the annual report

SC advised that PL not coming to AGM and no report. **SC will chase.**

**FE will ask Jenni to speak as QM**

HC will do a little speech about events this last year.

**JC and SH will liase on Boat House** considered very important. Agreeing that we need to have copies of plans and financial update. This should take sometime and be really full.

We needed to motivate members on the funding front **SC agreed to do a motivational speech!**

At the moment KA had retired earlier. PH and MR were retiring at AGM and PC. So 4 trustees retiring.

SC advised that no nominations had been received save that PC had agreed to re-stand. Concern expressed that the committee needed to be as full as possible and representative of the club as there were significant dangers in the committee becoming too elitist. It was agreed that all committee members would seek to encourage club members to stand.

5. Financial report.

The committee reviewed the financial report from HU. JC SH and HU discussed further Boat House funding.

FE raised the issue of SB's disputed invoice. Fe advised the committee that SB had raised an invoice for the agreed sum. Because he had over specified the base FE went back to him. He agreed to do a recalculation and had then raised a further invoice for 80% of the original. It was arguable that the over specification was an error on SB's part but only arguable. The trouble was although the consensus was that he had over charge and was seeking to exploit the club, we needed him on board. It was decided to see how matters progressed. Kate Mitchell had said that BOP would pay 30% of the extra invoice when the issue was decided provided of course that he invoiced them and amended the invoice to PHCC.

**Date of Next Meeting Monday 3<sup>rd</sup> November 2014 at 7.30 at Hamworthy Labour Club**

Please advise if unable to attend.