	Committee Meeting minutes	Date of meeting 04/11/19	Open points list		
	Committe members				
	Helen Williams (HW), ,Ralph Evans (RE),, Ken Pinfield (KP), Steve Ryder (SR), Keith Stevens (KS),Kevin Powell (KP), Julian Smith (JS), David Yule (DY)				
	PRESENT RWE HW SR Kpin KS DY JS	No Dragon boaters Reps present (Dragon Boats)			
	APPOLOGIES JS KP				
	Minutes from meeting 04/10/19 Proposed KS seconded Kpin				
1	**Correspondance**	Action	Resp	target	Complete
	affiliated cliubs conf sat 16th Nov	hw rwe to provisionally attend 04/11 decline to attend review next year			closed
	letter from HMRC ref corporation TAX	SR to complete online form04/11 see under treasurer			closed
	email from Tewkesbury Sailing club re date for Wardle Trophy	handle under sailing sec			
	04/11/19				
1	Rya notification of training conf				
1.5	Request from Dragon Boat section new signage	request proposal for size and content of sign and meeting to discussHW. Contact made with T Dacon next meeting to be arranged KS		19/05/19	
	Banner at wateredge	banner at waters edge proposed suggestion that idea be brought to October meeting	LT	October	
		04/11 no proposal at the present. To be based on individula acivities on hold for present			
		will need to discuss with Mr Revill			closed
2	**Treasurers report**				
2.1	electronic submission attached				
2.2	1 outstanding renewal to come				
2.2	Electrical certificate still oustanding ref insurance	contact to be made with A R Smith if possible	JS		
		Contact to be made with alternative contact	RWE	July	
2.6		Ks to approach local electrician ref advert in PinPoint 04/11 quote received £498+vat order to be placed	Kpin		
2.8	corporation tax	completed online			complete
4	**Social Program**				
4.4	potential Laying up social pub meal Friday 29th November	HW to prepare flyer Sr to enquire for table for 12			booked
5	**Boatswain**				
5.5	benches on site	Julian to build 041019 sr to complete	JS	01/08/19	
5.7	club boat maint records to be updated with new boats		JS		
5.9					
5.1	**Risk assessment**				
3.2	risk register updated to rev 35 copy attached	04/11 risk of flooding added	JS		complete
3.2					
6	**Sailing secretary**				
6.4	Wardle trophy 2020	propose june 6th and 7th			
6.54	2020 program	potential trainng 20/21 June 18/19 July			
		prepare list for november start mid march			

7	**Training**				
7.2	Qualification of Steve Ryder as Powerboat instructor	Meeting to arrange level 2 assessment outstanding	DH/SR		
		discussion wit G Brookes to accept SR History outstanding			
		071019 SR now level 2 qualified. Potential to qualify as instructor march 2020			
7.6	inspection deferred until late sept /october	liase between Kp and Alistair	Sept		
		07/10/19 inspection setr for 13/10 Kpin RWE in attendance			
		04/11/ inspection completed. 3 advisories see report			
7.7	revalidation of training Qualification	RWE and KS due dec 2019			
7.8	new RYA training marketing rules	to be incorporated in promotional material for next year	KS		
7.9		update radio operating procedures to reflect use of Steves UHF radios			complete
7.11					
9	**Club house house keeping**				
9.3					
10	**AOB**				
10.7	Communication to be improved	Schedule for November meeting	KS		
10.9	working party dates	prepare for next meeting	RWE		
		19/1 02/02,16/02,01/03			
10.1	would paddle boarding work for us	?			
10.11	arden members web site	now back in action			
		Date of next meeting 02/12/19	Meeting closed		21:28