**North Berwick Rowing Club**

**Minutes of NBRC Committee Meeting at Tracy Ramage’s home, 38 High Street NB- 14/06/2018**

**Attendance: Sandy Wallace, Clive Rooney, Finlay Robertson, Phil Robertson, John Irvine, Craig Strachan, Jacque Turner, Tracy Ramage. Apologies: Jo Drewitt and Ian Baird.**

|  |  |  |
| --- | --- | --- |
| **Item** |  | **Action** |
| **1.** | **Previous Minutes:****Minutes from previous Committee meeting 29/03/18 reviewed and agreed by members.****Actions from previous meeting: Medals for our regatta being organised by Clive Rooney and Jacque reports that she has not heard from Ally Clark yet, re her concerns about marine plastic and how NBRC could potentially help.**  |  |
| **2.** | **Treasurer’s Report:****JI produced his treasurers report for members to review. £3500 received in subs, current balance £13500 (including £8500 designated for boathouse fund). JI noted that we need to raise at least £1000 via either social events or sponsorship. We are now paying for 6 spaces at the harbour and we continue to pay for space for 2 road trailers at Ferrygate.****Therefore, our finances are healthy at present. We have £1250 in the budget for boat maintenance but PR reports there is no equipment required just now, excepting repairs to oars (approx. £150).****SW spoke of applying for local grants to purchase a larger piece of equipment, such as a new boat trailer. Brief discussion with PR re. a Mercier trailer with integrated launch (known as a combi) which may cost up to £1400. SW suggested that the North Berwick Trust may be the best group to apply to first, but there are also the John Russell or Stella Moffat Trusts. If NBRC also offer to put in some funds too, we may be more likely to be successful with our application. JI is going to start the application process and PR will investigate the most appropriate trailer for our needs.** | **IB/ JT****JI/ PR** |
| **3.** | **Membership News:****CS reports that 18 members did not re-join the club this year, but we have 8 new members thus far. Our membership is 92 in number at present. If we reach 100 members we will have to inform our insurers.****GDPR/ Data Protection and NBRC: CS outlined;*** **We must have good reasons to hold members personal data**
* **There must be a statement on our club website in relation to data protection**
* **do we require consent from members to hold their data?**

**After a general discussion, it was agreed that deleting non-members data should be a priority.****CS is going to email NBRC forum re GDPR and any queries he may need answered by NBRC members.****CS informed us that all previous committee meeting minutes are now on our website.**  | **CS** |
| **4.** | **Captains’ Report:****CR reports regatta planning and training sessions are all going very well at present. Newbies, especially, are showing great enthusiasm, which is very positive to see.****NBRC Regatta:****Ullapool have unfortunately withdrawn their attendance. 18 clubs have shown interest and are being encouraged to register.****Catering: TR has volunteered to organise with the help of another member (still to be found!).****On the water duties: will be shared by Clive Drewitt and Dave Davidson.****JI volunteered to organise post regatta Hope Rooms and ‘beers’.****JT to contact IB re possible ‘podium structure’.****CR reports that there are currently 2 crews requesting attendance at Castle to Crane 2018.** | **JI** |
| **5.** | **Health and Safety Report:****FR reports that we have 14 life jackets at present. 10 we can service ourselves and 4 we cannot. These 4 are due to expire at the end of this month. It was agreed to dispose of these 4 jackets and replace with 4/5 red Blue Wave jackets that we can service ourselves. We will retain the gas cannisters from the disposed jackets. The new ones will cost approx. £50 each.****Child Protection:****Further discussion re updating of our child protection policy/ named person etc. More to follow.****FR reminded the committee that he also holds written records of members personal details.****Safety review:****FR has had 2 responses re his recent email out to NBRC forum re his safety review and members concerns. The 2 responses spoke of the use of VHF and buoyancy aids. FR stated he is going to present a range of solutions, options and recommendations for future NBRC policy. He will bring this to the next committee meeting to approve or not. CR mentioned this should be dealt with as promptly as possible.****The Harbour Trust has started an SMS at the harbour (Safety Management System). The SMS will be incorporated into our own safety review. The Harbour Trust will be offering a short training course (1 to 2 hrs duration), to which all competent coxes should be made aware of and encouraged to attend. It is therefore expected that ALL competent coxes should be aware of the SMS and how it will work. SW to investigate.****MAIB:****Marine accidents. FR reminded us if there are any incidents whilst on the water, the MAIB will offer to do a review. A recent incident (not NBRC) involved safety lines in boats and FR has recently checked our 3 safety lines and assures us all is well.****FR requested TR to supply 3 small first aid kits to go in new safety boxes, for use when out on the water.****JT requested new anchor buckets and FR agreed to investigate and action.** | **FR****FR****FR****SW****TR****FR** |
| **6.** | **Bosun's Report and Maintenance:****PR mentioned the ‘bent pins’ issue. He is trying to find a better solution, but this is proving tricky. He reminds all members to try and remember to lift the rudder before grounding, as this is the most likely reason for bending the pins.****PR reports that the stroke pin in SJB needs replaced soon. Please can we remember to use beeswax on all the pins prior to any outing.****Please continue to inform Phil if there are any new issues with any of the skiffs. Many thanks.** | **PR****PR** |
| **7.** | **Social:****Duncan MacKay is doing a great job organising Sunday Social Rowing****sessions. JT to have a brief discussion with Duncan to clarify the procedure of new rowers booking into a session and for him to then inform the forum via email. CS to try and add a new link via the website directly to Social rowing.****New member Rachel is organising a sponsored row with 4 NBRC members soon…good luck!****The Bass Rock Row was a great success with 8 boats taking part.**  | **JT****CS** |
| **8.** | **Fundraising:****IB not present to report. CS has recently forwarded an email from the Rowing Foundation to IB.** |  |
| **9.** | **Boathouse:****Update from JI re recent discussions with NBHT. Unfortunately, relationships are not so good just now. They are still proposing only a 3-year lease for our potential boathouse, which does not offer us long term security on the site. There may well be another construction proposal from the Seabird Centre in the future so maybe they are reluctant to commit any space to us at present.****SW requests that we must remove any trailers up to Ferrygate or wherever, after regattas and NOT leave outside our harbour spaces. This is excepting on nights BEFORE a regatta, when we can leave the loaded trailer in the harbour.****All discussions with NBHT are now to be via SW. SW requests all NBRC members to be respectful and mindful of the current position that NBHT are currently holding and to voice any personal thoughts very discreetly.** |  |
| **10.** | **World Championships 2019:****Captains are to remind members that attendance at the Stranraer regatta this summer may be helpful for them to make decisions about attending the Skiffie World Champs there next year. SW is to let CR/JD know the names of those members who recently responded to his call out re. World Champs attendance via the Forum.****Our on-line shop for Club merchandise closes at the end of June. CR to discuss with Laura C re future of the on-line shop.** | **SW****CR** |
| **11.** | **AOB:****A committee member has witnessed an individual NBRC member speaking disrespectfully to a new member. SW and CR to discuss how best to deal with this.****SW noted how South Queensferry put up ‘physical paper notices’ of their upcoming regattas in their Clubhouse, encouraging members to sign up there and then. SW wondering if it would be possible to have an online ‘regatta noticeboard’. Maybe could trial for future regattas. CS to investigate.** | **SW/CR****CS** |
| **12.** | **Next meeting (Pre NBRC Regatta):****Thursday 2nd August 2018 – 7.30pm****John Irvine’s house: Turnstone, Links Road, NB, EH39 4AP** |  |
| **13.** |  |  |
| **14.** |  |  |
| **15.** |  |  |

**Tracy Ramage June 2018**