**DTARC Committee Minutes 14th January, 2016**

 1. Present: Chris Collinson, Andy Phillips, Jordan Hall, Ann King, Nick Price,

 Máire Dudleston, Natasha Prior, Fiona Godwin-Brown, Matt Heming,

 2. Apologies: Jasmine Haldkij, Simon Gerrish.

 3. **Minutes from last meeting:**

Approved.

 4. **Matters Arising:**

* Steve Clark has resigned as Maintenance Officer due to job change and difficult working hours.
* Jordan Hall has agreed to take over the role as Club Maintenance Officer as well as boat maintenance.
* Date of Head of the Dart is 16th April.
* Date of AGM is 13th March, 2016.
* Welcome to our new Membership Secretary, Kathy Phillips.
* Website may need revamping - get quote from Laura.
* Water safety: Suggestion that we have some more members learning how to use the launches and throw lines in case of emergencies. Have another look at the risk assessment policies and see if they need updating. Andy will discuss this with Simon Gerrish.
* DBS: Some committee members have still not filled in their forms yet.

 5. **Chairman's Report/AP**

Discussion about an email sent by one of four members who received warning letters

 over a year ago, regarding the delay in any response to an informal meeting which was

 attended by Andy Phillips, Matt Heming and Máire Dudleston. This was not discussed at

 December meeting as only six members attended that meeting. After much discussion, Andy will draft a letter in which he will send to the committee before sending it to the

 member in question.

 General discussion on use of the ergo room.

**Treasurers Report/CC**

Bank Balance - Not great

Income:

Boats £1900

Grants £3000

Swansea Camp £1900

Waiting for subs to be paid.

Expenses:

Cost of building maintenance is £1000 per month.

BR affiliation bills due shortly £1300

Water Bill due £500

Oil £300

Chris has devised as system where an Invoice will be sent automatically to members if subs not paid.

Quite a lot of juniors have not paid racing fees.

Chris wants to set up an accounting system for next season where juniors have to pay in advance and race fees will be deducted from there. No fee, no race.

Membership and racking will be going up between 5 to 10% next season as no increase for several years. Chris will put two proposals at AGM

As bank balance not so great, Chris will ask Steve to hold off on sorting out the doors for the moment.

**Junior Coordinator/FG-B**

Ann King attended the last coaches meeting to talk about new safeguarding requirements, which all the coaches agreed with.

New junior rowers but as they are on the waiting list but here is no room on the water yet, they are now indoor. They will pay indoor fees until they start.

28 juniors on the waiting list.

New coaches will hopefully pair with regular coaches for training and experience. In time they will coach the new beginners once they get more experience.

Need to have a recap as some of the new coaches paid for course and others paid part: need to find out who owes what.

**Captain/MH**

Vesta, Bristol, Swansea Camps coming up.

Daily rate is £10.

Set of blades missing since the Mini head.

 **Safeguarding Report/AK**

British Rowing Recommendations:

* Coaches and committee members should not be facebook friends with juniors.
* It is advisable to have a dedicated phone and have every text sent to juniors going through that phone.
* There should be no individual social activities with coaches/committee members and juniors.
* Any concern should be reported.

 We are trying to get a single consent form for attending regattas during the year and

 have separate forms for overnight. Discussion on who will monitor getting the forms

 signed.

 **Maintenance Report/JH**

We got grant from Project Oarsome of £3000 and we have to match that. Grant includes

 have hulls and tops on six project oarsome boats repaired and two hours extra

 maintenance work.

 Proposal is that we get the boats properly serviced and pay the extra as they are there.

 We would have to pay £2000 extra, total £5000.

 The boats in worst condition are the quads.

 Outcome of discussion:

 Six boat going up, 2 quads, 2 doubles, 2 singles. Quads for full refurbishment.

 Boats going up on Monday 18th Jan with Andy and Jordan.

 **Racking/NP**

Boats moved around as some members have not paid racking fees.

 Plymouth have to move their boat.

 **Communications/MD**

None

 **AOB**

 It has been noted that some people who are not members have been using the weights.

 From now on they will be asked to leave.

Meeting closed at 9:25pm