**DTARC Committee Minutes 22nd October, 2015**

 1. Present: Chris Collinson, Natasha Prior, Andy Phillips, Fiona Godwin-Brown, Jordan Hall, Ann King, Nick Price, Máire Dudleston, Matt Hemings & Jasmine Haldkij.

 2. Apologies: Sally Parker

 3. **Minutes from last meeting:**

Committee welcomed Jasmine Haldkij as Vice Captain.

FGB will let the coaches know that boat cleaning will take place on Sunday, November

 22nd.

 4. **Matters Arising:**

Jordon picked up the key which was returned by Rotary.

 Dinner awards nominations need to be sorted. FGB will check at coaches meeting.

 Type of awards need to be decided. All the blades are back.

 Agreed that Steve Clarke can attend Coaches meetings.

 5. **Chairman’s Report/AP**

Trailer has been repaired at a cost of £662.

 Insurance for next year will cost £5732, we pay the first £500.

 We need a Funding Officer.

 Andy has a Dory and is going to let us borrow it if we need an extra launch.

 **Treasurers Report/CC**

* Bank Balance is healthy
* Expenses: £800 Mini Bus, £5,732 Insurance, £600 Trailer, £500 Ergo.
* Need to send Invoice to Police and Navy.
* Maintenance cost more than last year.
* Agreed to have the launch engines serviced annually.
* Some members haven't paid their fees in full so they can't use boats or compete in Regattas for DTARC. If there are any problems with payment they should contact the treasurer. Remind Ray to check that his 8's crew are members.

 **Safety Advisors Report/AP**

* Simon Gerrish has agreed to be Water Safety Officer and was co-opted onto the committee. Andy is going to see if he will be responsible for safety in club also.
* Discussion about the age of juniors who can use weights. Agreed they should be over 16. Fiona will discuss this with Steve Clarke.
* AP is in discussion with the TBA to try and agree to some sort of alarm system on their boats to let rowers know they are near.

 **Junior Co-ordinators Report/FGB**

* Several people are on the Level 2 Coach course and the committee are paying half the fee. To do the course they have to do a First Aid Course, Safe Guarding Course and Capsizing Course which all cost extra. The committee have agreed to pay half for those fees also.
* Matt Cunningham and Heather Swiss are the junior co-ordinators. They will report to FGB who will take their issues to the Coaches meetings.
* Ed Coles has agreed to write the application form for a grant that needs a junior who was with Project Oarsman.

 **Safeguarding Report/AK**

* British Rowing are going to make the Safeguarding Course Compulsory.
* All coaches, committee members etc have to be CRB checked.
* It was agreed by the committee that if any contentious issue arise they should be first brought to the attention of the Chairman and then British Rowing. No comment to Media.
* No junior is allowed on the water unless we have all their contact details. Fiona will mention this to Andy.

 **Captains Report/MP**

* Plymouth Uni: They have agreed to pay £1000 per term and £750 deposit.
* Discussion on whether to have 8's at the mini head. Agreed as long as its last race.

 **Vice Captains Repost/NP**

* Once a member is 18 they should get a key to the club.
* Discussion about alternative ways to enter the club. To be continued.

 **Maintenance Report/JH**

* Launches have been repaired.
* Engines are being serviced.
* Agreed that JH can lock the boiler cupboard.
* Boiler is being serviced next week and JH will inquire if we can have a timer that can put the boiler on for an hour.

 **Racking & Trailers Report/NP**

* Nothing to report.

 **Communications**

* MM will update the website.

Meeting closed at 9.20pm