

CARGREEN YACHT CLUB LIMITED

Minutes of the meeting of the Committee held via video conference on Thursday 15th July 2021 at 1930

Committee present:

Commodore & Director	Mac Armstrong (MA)
Vice Commodore, Director & Training Officer	Dave Wheatley (DW)
Hon. Treasurer & Director	Janet Stone (JS)
Hon. Secretary	Ian Oram (IO)
Clubhouse Officer	Steve Dennis (SD)
Moorings Officer	Will Davies (WD) [from item 5.2]
Social Secretary	Jill Trew (JT)

Others present:

Tim Bell	IT Manager (TB)
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1 Apologies for absence

James Gent, Clarissa Newall, Peter Plume, Libby Gawith

2 Minutes of the previous meetings

The minutes were approved and a copy is to be posted on the Club website and on the Clubhouse noticeboard.

3 Standing Items

3.1 Health and Safety

3.1.1 **Policy Updates** None

3.1.2 **Safeguarding** Nothing to report.

3.1.3 **Defibrillator monthly check** Done (15/7) and reported.

3.2 Near miss events

One vessel had needed bailing out and another pumping out following heavy rain.

3.3 **Boatwatch** Nothing to report.

3.4 **Data Privacy** Nothing to report.

3.5 **Equality** Nothing to report.

4 Treasurer's Report

JS reported that there had been no significant activity.

A direct debit has been taken by Cornwall Council, JS awaits the paper work but suspects it to be business rates restarting.

5 Officers' reports

5.1 Membership Secretary

PP's report [appended] having been circulated previously was taken as read.

The Commodore is to draft a letter to be sent to outstanding debtors requesting settlement of their accounts no later than one month after the end of Covid restrictions (19 July 2021). The Committee RESOLVED to waive the late payment charge in these cases.

5.2 Moorings Officer

WD's report [appended] having been circulated previously was taken as read.

WD reported that the owner of the vessel that had to be pumped out [item 3.2] expects to remove her from the moorings. The Committee thanked the Bosun (Steve Hobley) for his efforts in the initial response to the events.

A bathymetric survey of the bed of the Tamar including the Club's mooring field is to be conducted on 2 August. Once the results are processed it should be possible to determine the exact location of each mooring's sinker block.

The logistical challenge of retiring the moorings identified as at the end of their life, some of which are occupied, was discussed. The Committee RESOLVED to obtain a stock of swivels (twenty at an estimated £45 each) to allow replacement of swivels at the same time as riser chains.

Given the current level of occupancy and the need to retire moorings, the Committee agreed to no longer accept applications for new moorings.

WD said that he would not be standing for re-election as Moorings Officer. The possibility of splitting the role into on and off water roles was discussed.

5.3 Clubhouse Officer

SD's report [appended] having been circulated previously was taken as read.

SD reported that following their service some of the appliances had been replaced as part of the service contract.

The previously agreed waste contractor [17/6 item 11] has withdrawn. Identifying a waste contractor capable of reaching the Club premises is proving problematic. SD is to investigate whether a joint collection arrangement with the Memorial Hall might be possible.

SD

5.4 Cadet / Training Officer

The Cadet and Training Officers' report [appended] having been circulated previously was taken as read.

5.5 Social Secretary

JT's report [appended] having been circulated previously was taken as read.

6 Development programmes

6.1 Causeway

Still awaiting the MMO but the dates have been moved on one year [report appended]

6.2 IT - database system

TB reported that the migration was proceeding according to timetable. Following testing by Committee members the initial request for members to provide a gender is to be removed.

The Committee agreed that the system could be made operational. The website will be amended accordingly and members will be emailed with details of how to check their details and confirm their direct debit arrangements.

IO/TB

6.3 Clubhouse heating system

The Committee agreed that replacement of the Clubhouse's existing oil fired heating system with an electric system should now be part of the Club's development programme.

An informal survey had established that a three phase supply would involve significant ground work including crossing the public road. To establish whether the Clubhouse would need a three phase electricity supply or the existing one phase supply would be adequate, usage is to be professionally monitored. The Committee RESOLVED to accept a quote of £702 [appended] for an electricity usage survey including the installation of on site equipment.

7 Other Urgent business

7.1 JS reported that she had received a number of fraudulent requests to pay invoices. The existing regime of invoice payment enabled these to be detected and not paid. Committee members were reminded of the need to be vigilant for such attacks and confirm any suspicious request by alternative means.

7.2 Before the meeting MA had circulated a draft letter to the Trustees regarding the lease of the grounds and the trust. He requested that all Committee members review the letter and send him their comments.

All

8 Date of next meeting - Thursday 16th September 2021 [subsequently rearranged to Wednesday 15th September]

Minutes agreed as a correct record:

Mac Armstrong (Commodore & Director CYC) 15 September 2021