

SOUTH SKYE AND LOCHALSH KAYAK CLUB

Minutes of committee meeting 26th October 2016

Present: Frank Burstow, Vanessa Charles, Jon Hanley, Janet Hopwood, Lis Phillips, Alex Townend.

Apologies: Gordon Brown, Janni Diez, Andy Law, Willie Fraser.

Approval of minutes 27th June 2016.

Minutes approved – Lis Phillips, Seconded – Vanessa Charles.

Matters arising:

Summer sessions and safety procedures. The summer sessions have been very well attended, for the joint adult and junior sessions towards the end of the season numbers have been particularly large. This has highlighted the importance of good discipline and clear safety procedures. With a view to improving safety the following measures will be implemented.

- To avoid large numbers and the possibility of group sizes larger than the remit of the coaches, *only* the sessions during the summer school holiday will be for both adults and juniors. New members/new paddlers will not be able to attend without prior notice and will have to come to the first adult or junior session of the month. When reminders/details of each Wednesday session are sent out all those who intend to come will be encouraged to reply so there is an idea of numbers beforehand.
- The first adult session and first junior session of every month will begin with revision of safety and rescue procedures. New paddlers will not be able to attend general sessions without first taking part in one of these sessions and everyone should refresh their skills.
- Frank has been taking a register at the start of each session. Signing everyone off at the end has proved more difficult. Various suggestions were considered e.g. requiring individuals to sign in and sign out, issuing numbered arm bands or tabards to be handed in at the end, numbering and collecting in paddles. This will need further discussion to find a workable method to cover those using club boats as well as those using their own boat.

- No-one will be allowed on or in the water until the coaches have finalised the evening's plan and given permission to launch. This applies to all, not just those who are using club equipment.
- Everyone will paddle in pairs, buddies will be expected to stay with their larger group as well as looking out for each other.
- Separate groups should keep in contact by radio to communicate any change of plan or problem.
- Each venue used will have a risk assessment plan drawn up and kept (with the session plans) for reference. Willie has templates we can use and he is happy to meet and help tailor them to suit. The coaches will print/ bring the current weather forecast to each session. These factors and the remit of the coaches present will be used to finalise the session plan on the evening.

Holiday at Gairloch. No charges were made for use of boats on this occasion. Holiday and day trip charges will be addressed at a future meeting.

The Doodle poll. This has worked successfully for some events like the holiday and some Sunday paddles. It has also been of help in seeing which coaches may be unable to attend on Wednesdays but to work properly needs to be kept updated. It will be continued for events where it may be useful.

Members' survey. The last survey did not result in the requirement for significant changes so rather than conduct another we will ask Andy to set up a suggestions box on the website. The suggestions would be invisible and accessed regularly via e-mail for appropriate action.

Lottery Grant Application. The bank balance is currently healthy but to fund the purchase of new boats we will need to apply for lottery funding. Lis will do this. We are particularly in need of smaller boats suited to children and Lis will contact Stornoway Canoe Club for advice/ideas as they have recently made a similar purchase.

Child Protection. Thanks to Lis' efforts all the coaches now have PVG's in place. Though it is not strictly necessary it was decided the helpers should

also complete PVG's and Lis will get the paperwork together. She also said that SCA and BCU have updated policies/procedures/codes of conduct on their websites and we should adopt these ourselves. This was agreed.

Grant assistance for club members. Ellie Jones will write a policy setting out the criteria for help with funding to be brought to the next meeting.

November Pool Sessions:

A disciplined start will also be expected at the pool sessions and the Juniors will be asked to sit on the steps/side to listen to what they will be doing before getting into the pool.

The sessions will follow a similar pattern to last year though the majority of the children have completed the Paddlepower Passport so this section (following the warm up) will be a shorter refresher version and will concentrate on skills best suited to the pool boats e.g. sideways paddling. There will be a section on rescues and introduction of rolling. Each session will finish with a game.

The group of adults has been kept small with the intention of trying to meet individual requirements, possibly safety, rescues and rolling.

It may be possible to bring two sea kayaks to the fifth session so everyone can try their (new) skills in larger boats.

Frank will re-send last years' session plans to the coaches and helpers prior to the pool sessions.

New Year Pool Sessions:

Alex will book the 11th January for coaches training. The block will be 18th and 25th January and 1st and 8th February to avoid a break for half term. Those not attending in January will be given priority. There are several adults wishing to attend.

Boat Repair Day:

It was decided this should be before Christmas. Skyak was a very successful venue so Janet will contact Kate Duffus to ask Gordon and Morag if we can hold it there again.

A.O.B.:

Alex asked for confirmation that unfamiliar names on the list waiting for access to the Facebook page were genuine or otherwise.

The next committee meeting is scheduled for Monday 9th January 2017.

