

Gloucester Rowing Club Committee Meeting

7.30pm Monday 2nd October 2017

Minutes

Present: Robert Dibley , Stephen Rose, Keren Holland, Margaret Hamilton, Clive Pendry, Sandra Burne, Carrie Talbot, Chris Widden, and Scott Carpenter.

1. Apologies

Sue Jones.

2. Minutes of Meeting 21st August 2017

Approved.

3. Action Points arising

- a. Safeguarding Course – ongoing Margaret nearly finished, Carrie, Chris and Sandra to complete.
- b. Safeguarding and Hartpury – ongoing, not completed whilst Ben was Chair. Now resolved see email from Keren. Reporting structure to Keren then to BR. Hartpury report to Tom or their welfare lead and then to local authority. BR are not sure if this is ok, but has informed us to carry on as we are.
- c. Launch drivers – ongoing (Sue).
- d. Fundraising, was to be covered at AGM but is Agenda item 12.
- e. Roles and responsibilities – ongoing we are still waiting for Events Secretary. The Committee may need to draft if nothing available.
- f. Email list of those members not in squads – was with Lydia. Robert has a list, as does Stephen. Ongoing with Stephen and Jon Pearson.
- g. GBL User Committee – who will represent the Club? Practical details about using the boathouse, the assumption is that the person will be able to speak on behalf of the Club. Sandra Burne to take on.
- h. UoG agreement – Scott to sign off with Zoe Adamson. Meeting tomorrow.
- i. RAU agreed in principle – passed to RC for logistics. Back to Committee. Agreed in principle at both Committee levels - need to be closely managed initially. Interim agreement to be drafted. List of rowers and experience level - back to Rowing Committee.

4. Chairs Report

Well done to everyone who organised work this Saturdays Maintenance day, this was a fantastic job – thank you.

5. Captains Report

The L2R taster day went quite well. All participants went through water sessions and it finished on time. IJ and Scott are to get together re the weekday L2R Course. First group was the Cotswold Life ladies.

The website has a lot of legacy documents on it and it needs a bit of a tidy up in the short term. The Safety documents require more prominence. The website needs to flow with less clutter. The front page could be adjusted to make the navigation easier.

There are multiple lists of equipment regarding the fleet, including an Environment Agency list. With multiple lists there is a high chance there will be misunderstandings over what boats are available to which members - looking to link it to boat booking and damages. This will be ongoing.

Near miss - launch untethered and drifted into middle of canal and canal boat "Glevum" did not slow down, even though the skipper could see what was taking place. Face to face meeting with Sandra and the owners? Or do we report it directly to CRT.

Launches with keys in the ignition at the new site with people walking by. Do we take the keys out, they need to be on floats. Tell launch drivers not to leave keys in the ignition.

Transporting club boats on roof racks. Initially came through as a request for Pairs Head. There are so many other variables to consider, e.g. weather, drivers experience of driving with a boat on the roof. It was agreed that no club doubles are to be transported by vehicle roof racks and club singles may be consented to by Captains approval. Ideally crews should check with other local Clubs to see if they have room on their trailer.

Appointment of Vice Captain

Sandra wishes to appoint Chris Widden and IJ to be her VC's. There were no objections from committee.

6. Treasurers Report

The Regatta profit was around £750, with £1900 being raised through sponsorship. There were a lot of smaller boats and less bigger boats.

Progress against this year's budget is shown below. Income is as expected.

The table below shows the estimate of income and expenditure made in April, actual income and expenditure to date and predicted income and expenditure for the rest of the year.

The debtor/creditor figure includes £28,380 owed to Oarsport for 3 new boats. The deficit on the new equipment budget should be reduced when an outstanding insurance claim is settled.

Sport England has reclaimed the unspent Rowability Grant from 2014/15.

Budget for 2017/18	01/04/2017	30/09/2017	31/03/2018
Account balances	73,485.54	75,962.79	75,962.79
Subscriptions	28,000.00	14,422.52	13,577.48
Donations	24,000.00	13,763.63	10,236.37
Explore Rowing	4,000.00	4,330.00	-330.00
Junior activities	2,500.00	4,083.40	0.00
Events	5,000.00	2,628.55	2,371.45
Use of facilities	6,000.00	4,360.00	1,640.00
Debtor/Creditors	3,059.68	-27,268.20	-27,268.20
Total	146,045.22		76,189.89
Running costs	25,000.00	17,354.96	7,645.04
GBL charges	14,000.00	2,205.00	11,795.00
Incorporation costs	5,000.00		5,000.00
Property Maintenance	1,250.00	315.47	934.53
Coaching Courses	1,500.00	0.00	1,500.00
Rowability	3,500.00	3,623.00	
Equipment Maintenance	10,000.00	4,291.37	5,708.63
Total running costs	60,250.00		32,583.20
Contingency (50% RCs)	30,125.00		30,125.00
12-month advance payment to GBL	14,000.00	14,000.00	0.00
Provision for dilapidation charges	20,000.00		20,000.00
Surplus (for new equipment)	21,670.22		-6,518.31

It is proposed that the account signatories continue to be the Chairman, Secretary, Captain and Treasurer. This was agreed.

Membership

Proposed new members:

Senior: Simone Fischer, Steven Lowe.

Volunteer: Rebecca Clephan, Holly Stead.

Junior: Olive Anderson, Alexander Astbury, Hattie Barnes, Ashley Betty, Eleanor Brinkhoff, Robyn Brown, Clara Buccianti, Miranda Buckle, Frank Bunting, Georgina Case, Daisy Crosby, Alex Fernihough, Evie Innes-Lewis, Gwilym Johnson, Eliza Rodgers, Sophie Shilling, Joseph Silmon-Clyde, Emma Stokes, Sophia Stokes, Benjamin Syiek, Jamie Thomas, Katy Topham, Rosie Watson, Benjamin Webster, William Webster, Jennifer Williams, Fergus Woolnough, Rhiannon Morgan, Karrie Spencer, Damian Lis, Dan Rowley, Charlotte Enright, Tirnan Purkess, Peter Howard, Ewan Jones, Robert Kilgour, Molly Noble, Jenny Bates, Orlagh Cottier, Sofie Whittemore, Sophie Scryver, Sam Sheppard.

The large number of new members is due to the annual influx from the Drystart/Wetstart programme and the new intake to Hartpury.

Jon Pearson has agreed to take over as Membership Secretary.

Development

Work on the initial development is finally drawing to a close. The permanent water connection has been made and the toilets are usable, the sewage plant will be commissioned in the coming week. Some more groundworks, both on and offsite, are underway and should be completed in the next few weeks. The remaining item of work is removal of the spoil heaps; efforts to find somewhere to dispose of this free of charge are continuing.

The next stage of development will be to build the main changing rooms on level 1. Raising funds for this continues to be challenging.

Users are beginning to take a more active role in the day-to-day running of the site; for example, organising the recent GRC/Hartpury work day to fine tune the racking. The first meeting of the User Committee will be held in late October. **The Committee is asked to decide** on who should represent the Club at those meetings. This was discussed and it was agreed that our representative would be the Club Captain, Sandra Burne.

WAGS and the Umpires Commission have asked to be able to hold meetings at the new boathouse. The Club would need to act as sponsor for such and be responsible for catering and GBL hire fees. It is not known whether fees/expenses can be passed on to WAGS or the RUC. **The Committee is asked to consider** whether it wishes to sponsor such meetings and to what degree it would fund them? An immediate practical difficulty in holding such meetings is the lack of heating in the building. It was discussed and Committee agreed to sponsor these meetings.

Other items

Action 3f: The action is to identify who is on the main squad mailing lists so that we can generate a mailing list for all other members and make it easier to send messages to the whole club. We are working backwards from a list of email addresses but it isn't always easy to work out who 'fluffypanada@gamil.com' really is. Lydia did what she could on this but Stephen has yet to review and decide what else needs to be done.

Questions from AGM

16a: The £2600 difference between 2015/16 and 2016/17 Explore Rowing figures is partly explained by increasing the fees from £100 to £120 - £20 x 24 people x 2 courses = £960 and partly because over £1000 was paid in advance for the April 2017 course. There was also a reduction in the number of BR Silver memberships paid for.

16c: Jon Pearson has also offered to chase members to complete Gift Aid declarations. Stephen will contact Paul and Jon and liaise with them.

16d: Members not paying the full recommended donation element of subscriptions. There are some long standing members who did not increase their payments when the subs were last raised. Some new members start paying at the old levels as though an existing member has told them the wrong amount. With Direct Debit payments the options for paying less than the recommended amounts are more obvious and are chosen more often than before.

16e: New site security. There will be CCTV and alarms eventually. Consideration is being to CCTV and an internet link for remote monitoring. Funding is an issue.

7. Appointments

- a. Safety Advisor - Clive Pendry
- b. Junior Co-ordinator - goes to junior coaches meeting
- c. Club Welfare Officer - Keren Holland
- d. Membership Secretary - Jon Pearson

8. Safety Advisors Report

Near miss between one of the hired narrow boats and launch as covered by the Captains report. Wider discussion over the hires of the two canal boats "Glevum" and "Badger" and whether the Club should approach the Operators to raise ongoing concerns or should individuals report each incident as now but also let CRT know?

Life jackets why have they been fired someone needs to report why so we can get them refilled. Clive will ask Geoff to try and sort out. Also to check with Rowing Committee to see if anyone knows why the life jackets have been left out after being "fired".

Discussion over manual handling in the new boat house as racks are quite high. Chris will find out what Caversham currently do.

Discussion over night rowing and who is to provide lights. Observe BR recommendations and requirements, guidance only. Rules pushed down to individuals. Currently the website document detailing night time rowing is a dense document that needs clarifying and the duplication needs to be removed. Clive and Sandra to sort.

Safety alerts: from BR children driving launches - they can get RYA2 certification.

Safety equipment: a launch driver went overboard on the tideway, the kill-cord worked and he had life jacket on. He was able to recover to the launch.

Do we need a defibrillator at the new site on an external wall? Chris offered to look into, and to see if there are any available grants.

First aid policy, do we need and a list of first aiders.

9. Welfare

Processing DBS most are coaches, less and less parent helpers. May need clearing.

There is one complaint outstanding from before the AGM that is still ongoing. Look to put time restraints on procedures.

Data Protection Regulations will be changing – there are 9 principles setting out what the changes are and what we need to do to be compliant. We need to tighten up on consents (either individual or parent), and also the right to be forgotten. Members have a right to access the information and get it deleted. There is detailed information available from Information Commission Office.

Could Data holders please email Keren what they currently do before next meeting to hit the ground running?

10. Development

As above – see Stephen's Report.

WAGS coming here to be continued.

- a. How do we motivate members to finish what we can at the new site?
- b. When and how do we transition to the new site?

11. Incorporation

Incorporation drafted articles but still need a lot of work then to engage the club. Chris offered to help Stephen and Margaret to move forward.

12. Fundraising

Fundraising how do we get people to engage..... sponsorship, getting more members.... Link to local club any objections to principle of having advertising? Carry this forward.

13. Data Protection

This was covered under safeguarding, but do we need to separate out of safeguarding?

14. Coxing

Coxing at Gloucester Rowing Club

The following was received from Mark Venn:

“It is recommended that:

1. One person (preferably a Committee member) takes official responsibility in the club for coxes and the development of the coxing role.
2. An ethos is developed at the club in which coxes are seen as having a vital role, and are integral members of particular squads/crews.
3. Suitable candidates are identified and encouraged to concentrate on coxing as their principal rowing role.
4. A programme of training for coxes is developed and implemented.

Rationale

Background

GRC has traditionally suffered from a shortage of coxes. With some notable exceptions, the club has lacked continuity in this area; both recruitment and retention has proved difficult. I am well aware of the value placed by many, both on the coxes we do have, and also those who are willing to step in to serve when necessary. I believe, however, that the club needs to take active measures to address the issue.

It should be recognised that Gloucester has had (and still does have) individuals whose coxing I rate very highly and whose expertise should be sought in developing the function.

Role importance

Coxing should never be viewed as a role for a spare person, but seen by all (including coxes themselves) as an important function, contributing equally with the rowers to the effectiveness of a boat. The role must be thought of, and presented, as equally important to that of rowing. While some individuals concentrate on rowing, others should specialise in coxing. Coming from our current position, I believe that there needs to be active encouragement to do this. It may actually prove an attractive option for keen rowers who, perhaps because of size, are unlikely to reach high levels of achievement in rowing/sculling.

Encouragement into coxing would be enhanced, I am convinced, by recognition and active development of the role at Committee level.

None of this is to say that “coxes should only cox” of course; developing their own rowing will increase a cox’s effectiveness and ability to offer in-boat coaching of crews.

Team membership

In any team sport, different team members take particular roles which will often require different physiques. Rowing provides the extreme example of this where a racing VIII may consist of eight very large males and one very small female. The discrepancy in size does not mean that the cox is a lesser member of the team – all have equal, but differing, roles to play. Rowers must view the cox as part of the team, and importantly, coxes must view themselves similarly. My experience at Gloucester in the Veterans’ Squad suggests that rowers can sometimes have a higher regard of coxes as team members than do the coxes themselves.

Gloucester tends to operate a squad system for rowers, with specific individuals selected to train in crews for particular events. To promote team spirit, mutual understanding and dependency, it would help were coxes to be assigned, where possible, to particular squads and crews. I am aware that this does happen to an extent, but more could be made of it, especially if we can obtain some new coxes. Particular assignment of course does not preclude “helping out” as necessary; we all should be willing to sit in a crew that is shorthanded, or to provide assistance in developing those less experienced.

Development

Rowers expect to develop in technique and fitness through coaching and personal training away from the boathouse. Coxes should have the same expectation. Both rowing and coxing are skills that must be learned through study and practice. I expect to have my technique praised or (more probably) constructively criticised, and I will actively seek feedback from fellow oarsmen, coxes and coaches to improve and develop. Similarly, I would expect a serious cox to seek comments from the crew (what calls worked, what wasn’t helpful etc), to study privately and to make use of techniques such as recording commentary during pieces of work.

Appropriate programmes of development should be put into place to suit the level of particular coxes. While much could be done from within our own resources, other possible options are:

- a. training links can be made with other clubs (e.g. in the past Bristol Ariel have offered a training day for coxes), or
- b. making use of the expertise of other contacts (for example, the Lady Margaret Hall cox who piloted the MasE VIII this year in the Veterans' HoRR).

Summary

I believe that the coxing situation at Gloucester could be improved significantly if there was ownership of the issue by a Committee member, and that coxes knew that

- a. their role was vital, and fully appreciated and supported by the club,
- b. there was an ongoing programme for their development, and
- c. they had "membership" of a particular squad or crew.

Resources

I own the following resources and consider them to be valuable tools for coxes and for their development.

Books

1. The Short and Snarky Coxswains. *The Short and Snarky Guide to Coxing and Rowing*. (Printed by Amazon). This book covers all aspects of coxing, including coaching and rowing technique. It is written from a North American perspective, so some of the terminology will be unusual for British clubs, but the principles are very sound.
2. Bill Sayer, *Rowing and Sculling: The Complete Manual*. (2013, third ed). Robert Hale. Although primarily a text on technique, rigging, training and racing, this book has a very useful chapter on Steering and Coxing.

Equipment

Cox Orb. Stroking the Veteran's VIII earlier in the year, I became fed up with CoxBoxes that were un-charged, not working, or had faulty microphones. I therefore invested in my own unit. I selected the Platinum (top end) model of the Cox Orb range based on a very enthusiastic recommendation from Henley Rowing Club. It utilises standard wiring, and works via an accelerometer (i.e. does not need a magnet on stroke's seat). In addition to the normal functions, it will display splits and distance run, will log the track of a boat via GPS and will record the cox's commentary. Logs can be downloaded at 25m intervals and 500m averages. We first used it in anger at the Veteran's HoRR, and it allowed a completely new level of post-race analysis (the track, overlaid on Google Earth was most revealing). I will

continue to make this unit available to the Veterans Squad; other squads are welcome to try it by arrangement.

M Venn

21 September 2017”

This was discussed and agreed that it should be passed onto the Rowing Committee.

15. Hartpury

Message from Tom Pattichis:

“I’m keen to try and increase the visibility of Hartpury as a supporting partner of the club. Obviously as we discussed at the AGM our strategy is to operate as a section of GRC rather than affiliating as a separate club. For us this provide many advantages. The one downside is that promoting the college is more challenging. Obviously we can use the Gloucester Hartpury racing name, but for some of the bigger events such as Henley and GB related stuff our students’ race as GRC. So I was wondering about the potential for increased use of the Hartpury Sport logo through the club website and potentially on club kit? We’ve started putting both the Hartpury Sport and GRC logos on some of our new kit so I’d be keen to see whether the club feel in a position to reciprocate. If the committee could give their thoughts at some stage that would be appreciated.”



The request was discussed and Committee agreed for the link to the website and also the logo on GRC kit. Location to be decided.

16. Questions arising from AGM

Covered in Stephen’s Report.

17. AOB

Cheltenham Ladies College used GRC boats and they paid £2.50 a seat. There should be less demand on GRC boats now more CLC boats are at the new site. But, if another organisation wanted to hire a boat for a day the cost would be £10 per seat.

Club administrator now sorted Sandra - rather than Ben.

The Safety audit live today.

New committee member: there are 3 volunteers. Who do we get to vote? Discussion held and it was voted on by Committee 8 to 1 that the Committee could vote for the remaining Committee position. A vote then took place with IJ Jefferies being duly elected by 8 Committee members with one abstainer.

Meeting closed 2225 hrs.

Next meeting 13th November 2017.