

Minutes of the UKNCCA Committee Meeting held on 24th/25th November 2012 at Poole Yacht Club

Present: Andrew Shorrock (AS) - Chair, Geoff Harris (GH), Rachael Williams (RW), Jackie McKellar (JM), Clare Corby (CC) - Treasurer, Howard Warrington (HW) –Secretary, Mike Lloyd (ML), Paul D’Arcy (PD).

AGENDA ITEM	DISCUSSION	ACTIONS
1. Welcome and Confirmation of Quorum	<ul style="list-style-type: none"> Andy Shorrock welcomed members. And confirmed the meeting as quorate (50% attendance required) 	
2. Apologies for absence	Steve Jones and Chris Green	
3. Approval of Minutes of committee meetings held 21 st October 2012	<ul style="list-style-type: none"> Agreed and approved. Proposed by JM and seconded by GH. 	
4. Actions arising from the last meeting.	<ul style="list-style-type: none"> Training – SJ. Review selection process. RYA Requirements for NJS – AS. Ongoing RYA Status – HW. KPI document has been sent out ICC Forward Planning – AS. The ICC have requested that the Worlds should be in Carnac 2014. ICC have asked if UK would host 2015. Agreed but need to find a suitable event. JM questioned whether they could be held in Burnham. 2015 is the 65th anniversary of the Cadet Worlds. Toolkit – JM. Confirmed that Toolkit have a £45 per quarter discount, so it cost £200 per quarter. Tony Goodrich had agreed to do a new website if required. Committee asked how much support Chris Green received from Toolkit. Tony Goodrich had looked at an 	<p>SJ - Ongoing</p> <p>AS – Ongoing</p> <p>Ongoing</p> <p>Ongoing. JM to continue to pursue. Reviewing at Farmoor.</p>

	<p>upgrade but this does not save any money. ML asked how much it would cost to run the new system and JM advised that it would be £25 per month, depending on how many people there were to administer it. There would also be a discount of 15% for 1-2 years. AS reported that KBS UK website had been approached regarding the online membership but they had not yet come back. JM advised that there is provision on the new website from Tony Goodrich for online membership/entry.</p> <ul style="list-style-type: none"> • Dinghy Show – JM/RW. RW confirmed that she is at stalemate with the RYA legal team regarding the roll-a-dice game. JM confirmed that the game would possibly raise £1-2,000 and therefore the committee agreed that it would be worth pursuing and overcome the legal obstacles . The contract between the RYA and Alexandra Palace states that no "undesirable activities" should take place and the RYA have cited this to mean exclusion of gambling. Committee agreed that people would be charged £2 a go instead of £1. • North Sails – RW. Were interested and RW had sent e-mail but not heard back yet. • Class Measurer – AS. Ongoing. • Moulds & Licence – RM. Ongoing. GH reported that he had spoken to David Elliott and confirmed that the old moulds need to be disposed of as they don't measure. Committee agreed that they are happy to contribute to the disposal of the moulds, which may cost £250. Committee advised they would need to know how much has been made through these moulds and then a 	<p>AS to write to KBSUK for assurances and an updated policy. - Done - data protection is confirmed as secure.</p> <p>JM to get terms and conditions from the Roll-a-dice company.</p> <p>Committee members to read RW's e-mail from RYA and report back.</p> <p>RW to chase. - Done - very keen to get involved and are developing prototype sails. Would like to arrange a trial.</p> <p>AS to set up a sail measuring session with Chippy and Yunnus at Oxford. - Done</p> <p>RW to speak to Chris Sumner. Ongoing - GH will pick up if needs be.</p>
--	--	--

	<p>percentage paid for the disposal. Anyone would wished to build a cadet had to apply to the ICC for the licence.</p> <ul style="list-style-type: none"> • Race Officers – HW. Arky confirmed for Burnham. Parkstone to use their own. John Haynes has been booked by Katie Shorrocks. • Arbitration Process – AS. John Haynes to sit down with cadets for an information discussion to then decide whether to accept a 30% penalty rather than go to protest. • Events Planning – AS. Schedule for 2014 training events and Selector Series and Nationals to be put together. 	<p>Ongoing. AS, HW and CG to discuss.</p>
<p>5. Update Reports</p>	<ul style="list-style-type: none"> • Training – SJ. Up and running. • World Team – HW. Advised that he had stepped back from planning. PD advised that training has been good. CC advised that the money had not yet been received from Karcher. Container payment is covered. Adam Bowers and Steve Jones went to meeting with RYA and it was confirmed that AB would not be going to Tasmania as team coach. PD/JM confirmed that the team were bonding well and doing great at training. • RYA Interface- AS. Ongoing. Duncan Truswell and Roy McCubbin were invited to Poole but could not attend. Will both hopefully attend a training event in the New Year. AS advised that photos will be taken and put on the website. • Finance & Clothing – CC. Showed samples of t-shirts for Nationals and Worlds. A hoodie will also be made with 	<p>JM to speak to Mark Wootton/Matt White to find out who to contact at Karcher. CC to chase. Done - money due January</p> <p>World Team blog to be updated by Rachel Bates.</p>

	<p>GBR on the back. HW advised that Matt Barr had sorted out this year's World Team kit and CC should speak to him. CC stated that she could also do caps and bags, but these could be for future use. Clothing is selling well.</p> <ul style="list-style-type: none"> • Sponsorship & Marketing – JM. Xmas cards have been given out to each squadron. Committee to all sign one to be sent to RYA. JM advised that next year the organisation of the Xmas cards and dinghy register in Yachts and Yachting need to be done earlier so as to make the deadline. Y&Y: £50 for advert as it was last minute. Zhik: JM had sent document to AS to read. • Child Welfare – GH. Awaiting new information to come out regarding safe recruitment in the New Year. RYA will have to agree first. Poster to be put up at events with GH and RW pictures on them so that the cadets can approach them. RW expressed her thanks to GH for all his hard work on this. 	<p>AS to report back to JM on Zhik document and then sponsors can be put on the website when contract signed. Done - agreed with Zhik and contract being drafted.</p>
<p>6. Class Strategy Initiative</p>	<ul style="list-style-type: none"> • The plan is to build up larger numbers of members. RW had a meeting with 9 squadrons: Fishers Green, Waldringfield, Otters, Lymington, Thorpe Bay, Stone, Parkstone, West Kirby, South Cerney, Frensham Pond. Apologies from Tamesis and Torbay. More helms are needed and more training. RW gave out promotional material. • Suggestions were: a try sailing day, books or stickers, RYA 1&2 qualifications. Feeder groups from Sea Scouts, Scouts, Guides, and schools. They would bring their own leaders and CRB checks would have already been done. • Discussion about website as to what the Oppie class have on theirs. • One idea proposed by a trainer (A. Bowers) and supported by Corinthian Otters Squadron, is for that 	<p>Committee members to look at Oppie class website.</p>

	<p>trainer to take, say, 4 boats to a venue, supply training for 2 or 3 clubs within a radius for a number of weeks and leave. Take the boats, but leave a list of those boats for sale and/or places from which to buy. There needs to be someone at each club that is enthusiastic so that they can promote the class and keep up momentum</p> <ul style="list-style-type: none"> • RW went though the at risk squadrons. AS advised the Committee of the Volvo Champion Clubs, a scheme from the RYA. 8 days coaching are given. This information to be communicated to the squadrons. GH advised that the criteria was quite strict. It was agreed that the need was to focus on the up and running squadrons rather than bring in new clubs. Money cannot be given to squadrons at present, just information. There are currently 15 squadrons and they will feed back to RW with any problems/information. • DVD that was used at last year's Dinghy show promoting the class was given to RW. • GH suggested getting more information from the cadets themselves, so a meeting to be held at Farmoor with a representative from each Squad. • RW to contact ex-cadet sailors that have gone into 29ers and 420s to do profiles. 	<p>RW to check up on which Association boats are being used. Ongoing</p> <p>RW to copy and distribute to each squadron.</p> <p>GH to action.</p> <p>RW to action. ongoing</p>
7. Class Finance	<ul style="list-style-type: none"> • AS went through the spreadsheet with a comparison of money spent with and without RYA funding. There is a loss of £2,000 without the funding. Money needs to be managed more for events before entry fee is set. CC suggested building the budget up with an increase of fees. Last year needs to be increased by 20-30% to cover admin expenses and increase revenue. 	

	<ul style="list-style-type: none"> • Fundraising: possible get togethers at events to raise funds. GH advised of a RYA link to Holiday Inns. • Yearbook: David Elliott advised that this had not been cost effective in the past. • ML suggested that senior cadets manage the Facebook page. CC advised that they have a lot going on at that age, but should be brought up at the Cadet meeting in Farmoor. • JM suggested getting sponsorships for trophies. It was thought that glass trophies were cheaper. AS to visit Abersoch in March 2013 to speak to local businesses. • JM advised that she would try and find a sponsor that would sponsor the whole training events, that would not be in conflict with Zhik or North Sails. 	<p>RW to look into event at Farmoor. ML to talk to Premier Inn to see if they would do a block booking discount. JM to talk to DE and Spiers family.</p> <p>ML to speak to Alex Philpott and Katherine Selfe's parents to see if they would do this in the interim. Done - both happy to do this.</p> <p>PD and ML to talk to Chris Green re trophies – making them all the same at events. ongoing RW to contact squadrons leaders advising that sponsors are required. CC to give a breakdown of costs at each event for trophies and give to JM JMCK - ongoing.</p>
8. Any Other Business	<ul style="list-style-type: none"> • Dinghy Show – JM. Possible provision for bigger stand. Fishers Green members have offered their services. Boats will be required on the stand. CC advised Committee of costs from last year. • ICC Committee Members – AS. There are currently 2 places free on the ICC Committee as Will Henderson is stepping down. AS to ask David Elliott to stand again. Steve Proffitt is staying on. AS awaiting all documents from DE. Committee unanimously nominated RW to stand. 	JM and HW to discuss.
9. Date of next meeting	<ul style="list-style-type: none"> • Set for Saturday 12th January 2013 at Datchet 10.00am start. 	