

**MINUTES**  
**HSC MAINTENANCE COMMITTEE**  
**7.30 PM TUESDAY 12<sup>th</sup> SEPTEMBER 2017**

**1. Attendance and Apologies**

Attending were M Playle, P Betts and M Pipes. It was observed that (as for the previous meeting) the meeting was not quorate and thus no significant new business could be finalised.

Apologies were received from D Bunting and D Blackburn.

**2. Minutes of Previous Meeting**

As a record : The minutes were accepted as a true record by those present.

**3. Actions from Previous Meeting**

Action	by	Status
Canoe rack	M Playle	Was waiting decision on future of canoeing. This item will now be removed.
Operating instructions and equipment lists in power boats	Chief Power Boat Instructor	Outstanding. Need a PBI to adopt this and keep it up to date. This is still the case.
Ask Harris's to correct boat 6 stall or explain why not possible	D Bunting	The means of correcting this is buried deep in the engine. The advice from Mr Harris is that it would only be worth accessing if the engine required a major rebuild.
Investigate rot in pontoon timbers and discuss with supplier.	P Betts	Rot is extensive. Timber supplier has received poorly treated timber.
Order type 3 granite chippings	P Betts	Done and on site.
Replace gravel with type 3 chippings	WWP	Winter work parties
Warning sign on Laser Slipway	D Blackburn	Done
Re-issue Hazard and Risk Review	M Playle	Done in new format
Consider options for lighting in race office	D Bunting	New strip lights fitted
Blade Box sharp corners	Rowers	Corners have been folded over
Broken glass hazard – Make warning sign	D Blackburn	Done
Floor seal in gents showers	P Betts	Done
Repack rocking two slabs on the water side of the clubhouse	TWP	Done
Generate Fire Risk Assessment	M Playle	see arisings below

Arisings :

M Playle explained that he had difficulty finding a definitive format for a risk assessment. Examples available on the internet issued by other sailing clubs were variable in layout and detail. It was uncertain whether one assessment would cover all buildings or whether a suite of assessments was needed to cover each building. It is understood that fire risk assessments are required for organisations employing five or more persons. We employ only one. It is therefore suggested that there is no need to take this further.

Having spent some time on this M Playle could not see any improvement to safety arising from the exercise as it was basically just recording what existed. Bearing in mind that our safety measures have been implemented by knowledgeable people and that important safety related equipment is regularly surveyed he could see no value in continuing. The only constructive outcome that he could see was that it is apparent that most organisations check their emergency lighting more frequently than we do and we should review this.

There were no other arisings which would not be covered by the action list and the items on this agenda.

**3. Buildings**

Other than the recent revelation of a water leak, now cured, above the lounge ceiling there were no known issues relating to buildings.

#### **4. Clubhouse Extension Group**

This appears to be dormant for the moment.

#### **5. Power Boats**

Advice from the maintainers is that the cause of stalling in engines 2 and 6 is too difficult to access. As the engines never fail to restart we should just accept this as a minor irritation.

#### **6. Club Sailing Boats and Sailboards**

P Betts has been preparing Toppers for loan to NSSA for the annual team racing event. One Jeanneau will accompany them. The trailers have been checked.

#### **7. Pontoons**

The ex Naseby pontoon is showing rapid signs of deterioration after only five years in service. One length of fendering has fallen away and mooring rings have pulled out. P Betts has discussed this with the timber supplier who reveals that he has had other issues with timber tannalised by the same contractor. As a result he may be willing to meet half the cost of replacement. Any new timber will undergo a longer treatment so as to avoid a repeat failure.

Survey of the pontoon shows that approximately half of the main beams, 8 in all, currently need replacing. We might be faced with a bill exceeding £500 and should probably budget for £1000.

M Playle has observed that the steel tank pontoon main timbers are showing some sign of degradation. As this pontoon has been in service for quarter of a century this is to be expected. It would be prudent to anticipate that this pontoon could require replacement at some time in the near future.

The small Training Pontoon is failing and becoming a liability with very little reserve buoyancy remaining. A helpful person at "Murlac" has indicated £2000 budgeting figure for a 2x8m plastic segment pontoon.

#### **8. Grounds, slipways and foreshore**

Type 3 stone is now on site to replace gravel in the drainage trench. This can be a Saturday work party task.

To answer complaints about sloping and uneven ground for camping M Playle suggested terracing and smoothing the camping area and removing the Laurel bushes to create more camping space. M Playle will discuss with a possible contractor.

The AW Tree Assessor was inspecting trees on 8<sup>th</sup> September. He has pronounced the dead and decaying oak to be safe for another year.

Top Grating approach is very eroded. Build up with type 1 stone.

#### **9. Play Equipment**

Some screws have been replaced in the Model T. Otherwise there is nothing to report.

#### **10. Proposals for forthcoming funding submission\***

- Essential repairs to the Power Boat (Ex Naseby) Pontoon. £1000 To be confirmed by P Betts
- Replacement of the Training Pontoon (and supplementary use as first stage of extension to fixed pontoons when water level is low). £2000

#### **11. Winter Work Party dates and topics - See appendix 2.**

#### **12. AOB**

Yellow buoys to delineate bund wall and to mark barbed wire fences – so that stationary hazards are conventionally and consistently marked. 10 buoys at £7 plus £20 for galvanised stakes. Say £110. Now is the time to do this while the water is low. A club officers approval will be sought.

*(Post meeting note: Agreement received from hon secretary)*

## Action List Outstanding after this Meeting

Action	by	Status
Operating instructions and equipment lists in power boats	Chief Power Boat Instructor	Outstanding. Need a PBI to adopt this and keep it up to date.
Obtain Clearance to purchase timber for power boat pontoon, obtain best deal, rebuild pontoon	P Betts & TWP	Open:
Replace gravel with type 3 chippings	WWP	Open:
Build up approach to top road grid	TWP	Open

### Appendix 1: PROPOSED ITEMS FOR MAJOR FUNDING:

- a) Timber for power boat pontoon
- b) New movable pontoon for training
- c) Terracing and ground smoothing for camping

### Appendix 2: WINTER WORK PARTY ITEMS 2017/18

#### Routine

Overhaul marker buoy ground tackle  
Overhaul mooring buoy ground tackle  
Clean marker buoys  
Clear leaves from and preservative on log cabin  
Service and preserve floating boat houses. New lines if needed.  
Check/replace tired planks on wooden pontoon  
Overhaul pontoon walkways  
Check and overhaul pontoon chains  
New mooring lines on pontoons where needed  
Cut back scrub growth and brambles round edge of site  
Sort trailers. Move away from grass to edge of site.  
Cut up old boats  
Clean power boats (as they come out)  
Maintain and paint car park space paving blocks  
Patch roads  
Check for, and move, abandoned boats  
Cut hedge  
Clean curtain rails  
Spring clean galley equipment

#### None Routine

Tidy old masts – move from log cabin  
Replace gravel with stone in drainage trench  
Replace road markers

#### DATES

11<sup>th</sup> November.  
9<sup>th</sup> December. Some boats and boat houses in.  
6<sup>th</sup> January Boats out.

27<sup>th</sup> January

24<sup>th</sup> February Boats in and clubhouse spring clean..