

MINUTES
HSC MAINTENANCE COMMITTEE
7:30 pm Wednesday 20th June 2018

The meeting was preceded by the annual inspection against an established check list which is appended to these minutes. Participating in this were M Playle, D Bunting, M Pipes, A Everard. Actions and findings are included under subject headings forming the structure of the minutes.

1. Attendance and Apologies

Attending were James Avery, D Bunting, A Everard, M Pipes, M Playle.
 No apologies were received.

2. Minutes of Previous Meeting

The minutes were accepted as a true record.

3. Actions arising from the previous minutes

Action	by	Status
Operating instructions and equipment lists in power boats	Chief Power Boat Instructor	Understood to be completed in readiness for imminent RYA inspection.
Obtain Clearance to purchase timber for power boat pontoon, obtain best deal, rebuild pontoon	P Betts & TWP	A summary has been generated. To be reviewed at GCM one week hence
Replace gravel with type 3 chippings	WWP	Complete
Build up approach to top road grid	TWP	Complete

4. Hazard and Risk Review

- Fire Safety Management Review – This is new as of March this year. D Bunting had comments. The most significant was that gas is still piped to the Naseby Lodge. These will be incorporated and the document re-issued. **MJPI**
- The Near Miss Record was examined for new hazards. No new hazards or trends were revealed. It was observed that the Near Miss Record is tucked away as a section in the Bosun’s Log and took a bit of finding. If we expect members to engage with this system it needs to be prominently displayed in its own folder with a clear label on its spine.
- The Accident Record Sheets were examined for new hazards/trends. It was noted that there were an even greater number of boom against head impacts than usual (9 over the year) and that these were all during training courses. M Playle undertook to inform the Training Principal. **MJPI**
- The meeting was invited to propose new hazards to add to the Maintenance Risk Review Schedule (now in the new format with quantification removed). None were forthcoming.
 It was noted that actions to mitigate items 34 to 40 had been completed. These actions will be moved to the “What are we already doing) column. James Avery volunteered to undertake this so as to ensure that the document was available at issue N for the forthcoming GCM. **JA**
- James Avery observed that the fact that we were able to freely access the accident report sheets raised a GDPR question about the method and duration of storage, and the amount of information recorded.

5. Grounds

- Boat parking - Tony Everard enquired as to whether anyone knew anything about a larger than usual dinghy which had appeared on site. No-one present had any knowledge.
 Tony observed that there was subsidence around the inspection cover over the FWS at the Northern end of the site. **Winter WP** will fill this.

Tony observed that the boat location signs are rotting. M Playle will investigate aluminium or galvanised steel. **MJPI**

- Drainage - Recent work has removed a blockage in the car park drain which blockage had resulted in Naseby 2 being flooded – but evidently the drain beyond this is gravel only and lacks a pipe. A pipe will be added. This could be a Winter Work Party task.
- Play equipment - Other than a new plank on the Model T – nothing to report. Inspections are usually weekly.
- Road maintenance - Nothing to report.
- Signs - The buoyancy sign near the laser slipway is missing again. M Playle suggested fixing it to the barbecue where flailing booms and mainsheets will not reach it. **MJPI**
- New terraces. Grass is struggling on the new soil which will also be hard and unyielding to lie on. M Playle suggested sandy loam addition for this years budget round. **MJPI**. It was noted that twigs and roots are protruding. TWP will remove these. **TWP**

6. Buildings

- A quotation of £426.58 VAT inclusive from Norman Carter was considered to fill in a gap on the race office roof which exposes tower structure to the weather. This was accepted.
- The inspection revealed a gap in the Old Boathouse Roof ridge. **TWP** to inspect closer.
- Future plans – Nothing to discuss at this time.
- £3000 quotation has been received for ramps front and back and to upgrade the approach where the concrete is a patchwork. This exceeds the task budget. A scaled down version has been proposed by Norman Carter which provides slabs front and back for £600 including VAT. Which comes within budget. This was accepted.

7. pontoons

- Ex Naseby pontoon. **£1,785.30** has been expended against a budget of £1000. It is becoming clear that all the main timbers are suspect. To procure the remaining timbers is £860. Including a £500 contingency the outstanding amount to spend is nominally **£1560**. While we are some way from structural failure mooring rings are pulling out which could hazard our power boats so this work deserves a degree of priority.
- Plastic pontoon from Murlac. Murlac have promised a pontoon for our July course. It might be a loaned structure while they establish their new facility at which point they will swap it for new components.
- Any other pontoon issues. - Tony Everard asked if the steel tank pontoon could be splayed out to ease departure from the launch area. A small amount of movement may be possible. MJPI will attempt it when the wind is Southerly.

8. Safety Boats

- Review of status -
 - a. Boat 7 is being glassed by Jackson Laminates in an attempt to cure the leak.
 - b. Boat 4 is cutting out. Messrs Harris are being asked to advise as this engine has been in their hands recently.
 - c. 5 HP Engine from Stan The Man has been tried. It runs well but the throttle is stiff (subsequently found to be excessive tension in the throttle cables and cured by TWP). Now fitted to boat 5.
- Recent problem. Water in oil? Messrs Harris report that problems on three engines were traced to thermostats - not water in oil.

9. Committee Boat (Stan The Man)

Battery from Stan The Man has been removed and trickle charged.

- M Playle has taken key measurements, started a folder and has produced an ACAD side view. Some modelling of flag sockets in timber may follow.
- Data has been located to ask Messrs Harris to quote for exchange of the 115HP engine for a 30HP engine..

10. Boat Houses

Boat houses will need new roofs this winter. £1500 will be requested to cover the cost of sheet metal roofing.

11. Radios

- Status - M Pipes mentioned opaque screens on some of the Entel radios. M Playle explained that the radios with screens are now back-up. This is the reason we went to radios without screens. While they continue to function there is no case to replace them at £200 plus.
- Future. - Continue with Entel radios unless something better appears.

12. Club Sailing Boats

Boat 16 has been brought into use.

13. IT equipment

No issues raised.

14. A.O.B.

Goose droppings on the grass had made rigging for the Laser Open Meeting a messy affair. Mary Mallard had recorded her embarrassment imposing this on visitors and asked whether we could consider a fence along the water front. Evidently NSC have such a fence at Pitsford.

There was little support for immediate action as the current, and forecast, dry weather has resulted in the rate of grass growth reducing - and the geese seem to have moved away for the moment. If the geese return then this will be reconsidered.

D Bunting observed that cars had blocked the road across the car park during the Laser Open Meeting and that a clearer demarcation might be required. J Avery pointed out that the difficulty arose in part because of lack of co-operation on the part of visitors and that clearer marking would probably have had little effect.

The meeting agreed that car parking attendants would help prevent confusion for open meetings.