



HOLLOWELL SAILING CLUB
MINUTES OF THE SAILING COMMITTEE MEETING
Held on Tues 20th Feb 2018 at 7.30pm in the Clubhouse

Attendance	Graham Smith, Clive de la Fuente, Alison Linnell, Stewart Elder (Duty Manager/Webmaster) John Cottington, Keith Lancaster, Mike Playle, Larissa Barker, Peter Jackson, Peter Shepherd, Mark Hope
Apologies	Angie Grimes, Ivor McDonnell, Nicky Frost

Ref	Item	Notes	Action	Responsibility
1.	Apologies	The meeting opened at 730. With apologies received from Angie Grimes, Ivor McDonnell, Nicky Frost. Graham Smith (GS) chaired the meeting.	None	
2	Approval of the minutes of the last meeting held on Tuesday 31 st October 2017	Minutes of the meeting having been circulated prior to the meeting were approved without correction. Proposed : Stewart Elder Seconded : Mike Playle The proposal was agreed by all attendees	Signed minutes to file	GS
3.	Matters arising from minutes of the last meeting	The following actions were reviewed from the previous meeting :		
3.0	3.3	Sailing risk register has been amended by Stewart and was on the web site. Clive asked for it to go out with the minutes. ACTION SE	Risk register to be updated and published by SE, covered by point 8.0	Closed
3.0	3.4	Still to be done is completing the list of new/potential duty officers for special mention in renewal letter. ACTION SE/RD	Completed	Closed
3.0	4.1	Asymmetric – discussion on engaging a coach. Brian stated he has several options despite not being able to contact the last coaching person. Ivor to speak to possible Asymmetric coach ACTION IM	AG to pick up as fleet captain, covered under point 6.1	Closed



3.0	4.6	Laser – No report. Discuss that no date yet for the Laser Open. Rob to speak to the Association and to offer them 17 th June. ACTION RD	No further action required - 17 th June on the calendar	Closed
	5.1	Stewart reported that it [sailing programme] has been started and still early days for a first draft. Clive asked for it to go on to Google docs. ACTION SE		Closed
4	Review 2018 Committee Structure and Responsibilities			
4.1	Confirmation of fleet captains for 2018	Fleet captains confirmed as: Laser - Michael Harding Handicap Asymmetric Dble hander - Angie Grimes Handicap Symmetric Dble hander - David Harris Handicap Single hander - John Cottington Solo - Keith Lancaster Sailboard - Mike Playle Youth Training Coordinator - Larissa Barker Youth Fleet Captain - Ivor McDonnell Youth Fleet Captain - Graham Smith Abington Park Model Yacht Club - Peter Jackson Abington Park Model Yacht - Peter Shepherd/ Peter Jackson Hollowell Scullers Rowing Club - Andrew Rudkin	All feet captains confirmed except Mike Harding as fleet captain. Action GS to speak to Mike Harding to confirm if need to appoint a new Laser fleet captain.	GS
4.2	2018 Sailing Committee responsibilities	2018 Sailing Committee responsibilities reviewed and confirmed as per <i>Sailing Committee TOR and meeting dates 2018.doc</i>	Approved	Closed
5.	Sailing committee dates and regular agenda items review	1. Tues 20 th Feb '18 2. Tues 15 th May '18 3. Tues 4 th Sept '18 4. Tues 30 th Oct '18 Published agenda items agreed	Tues 15th May to be moved to Weds 2nd May ahead of the open day. Tues 4th Sept to be moved to Weds 5th Sept.	GS to inform HSC secretary, SE and sailing committee.



6.	Updates from fleet captains			
6.1	Asymmetric double-handers – Angie Grimes	Organising a couple of trips for the asymmetrical fleet and also organising a training talk, which will be open to all	AG to arrange and publicise activities	AG
6.2	Symmetric double-handers - David Harris		Wayfarer open meeting at Swarkestone – MP to inform Wayfarer fleet of dates	MP
6.3	Handicap Single-handers – John Cottingham		Supa Nova training event to be arranged - JC to liaise with Norman Carter	JC
6.4	Solo Fleet – Keith Lancaster		Solo training to be arranged with Jerry & Stuart before Solo open event	KL
6.5	Laser Fleet – Michael Harding	No update		
6.6	Sailboard Fleet – Mike Playle	HSC is hosting the only known event on the Midlands calendar.	No action	
6.7	Junior Fleet – Ivor McDonnell & Graham Smith	<p>Hazel - Oppie intermediate squad Iris - Oppie development squad Ellen - Oppie development squad Zara - Oppie zone squad</p> <p>Jude - Topper National squad Imogen - Topper Zone squad Felix - Topper Zone squad</p> <p>Gemma & Rachel - open training in 420's Andrew Sturt - open training in 420's, 1st under 16 boat at the Tiger Trophy, competing in the Youth Nationals</p> <p>Morgan - UK Youth Squad - Nacra 15, competing in Youth Nationals, Nacra 15 worlds in Barcelona - YOG Qualifier, Nacra Europeans Lake Como</p> <p>Gemma, Hazel, Rachel, Iris, Jude, Imogen, Ellen and Felix all competed at either the Optimist or Topper nationals last summer and all the Topper sailors apart from Felix also competed at the Topper Worlds in Loctudy, Brittany.</p>	No action	



6.8	Hollowell Scullers Rowing Club – Andrew Rudkin	No update		
6.9	Abington Park Model Yacht Club – PS/PJ	Winter champs: Wee Nip, Dragonforce 95 & Footies Currently circa 11 members have renewed membership. Tues afternoon sessions will start in March	No action	
7.0	2018 Personal Handicap approval	All changes approved Note: Thank you to Mark Hope for his support in 2017.	Inform Mark Hope all changes approved - done Publish 2018 personal handicaps on web site	SE
8.0	Review sailing risk register	Changes made: <ol style="list-style-type: none"> 1. Next review date May 2019 2. Issue v.7 3. Date 20/2/2018 4. Prepared by G Smith 5. Approved by G Smith 6. Fire extinguishers are required 7. Remove reference to Kayaks 8. Safety boats checklist has been done 9. Delete “system to aid climbing back onto pontoon” 	Risk register to be updated SE to publish on website GS to send to secretary	GS
9.0	Public Open Day – 12 th May	Co-ordinator required	Clive to arrange	CF
10.0	Family Fun Day – 27 th May	Co-ordinator required	Graham to arrange	GS
11.0	Open meetings	<ol style="list-style-type: none"> 1.1. Windsurfer & Seavets Open – 17th March (DO required) 1.2. Solo Open – 19th May (DO Bryan Rogers – prizes?) 1.3. Laser Open – 17th June (DO Pete Jackson – prizes?) 	Ask Rob Dunkley To be DO Registration NOR, poster to publicise & prizes Note: Handicap racing 4.7, Radial, Standard Prizes to be provided	SE KL GS



		<p>1.4. P&B Junior Series – 23rd June (DO required – prizes?)</p> <p>1.5. Topper & Optimist Open – 7th July (DO Mike Playle)</p> <p>1.6. Club Championships – 6th/ 7th October (DO Andy Baker)</p> <p>1.7. Iced Tankard – 21st October (DO Pete Jackson)</p> <p>1.8. APMYC team racing - 20th October</p>	<p>GS to ask Mike Harding Prizes required</p> <p>Prizes required</p> <p>Prizes required</p> <p>Prizes required</p>	<p>GS</p> <p>NF</p> <p>NF</p> <p>NF</p> <p>NF</p>
12.0	AOB			
12.1	New committee boat	To be raised at AGM. Sailing committee agree if there is an agreement to investigate further then it will sit with SC to progress	No action	
12.2	Nicola newsletter Prizes 10am AGM 11am	This week's newsletter to express prize giving will be at 10am with the AGM starting at 11am.	Clive to ensure this is published in the weekly newsletter	CF
The chair concluded the meeting at 20:15 hrs having completed the agenda and no further business being proposed.				