

Lymington Amateur Rowing Club
Almansa Way, Lymington, Hampshire, SO41 9PX

December 2023 Committee Meeting

held at LARC

Present: Brian, Fee, Hugo, Kirsty, Terry, Sue, Chris, Caroline, Keith, Rob, Imogen, Sophie and Shirley.

Date: 7 December 2023

Review of previous minutes: No issues raised in relation to Draft October Minutes (no meeting held in November).

Apologies received from Liv.

1. INTRODUCTIONS

The inaugural committee meeting of the 2023-2024 year opened with each committee member introducing themselves and giving a brief outline of their role.

2. REPORTS

2.1 Captain's Report

Circulated in advance of the meeting:

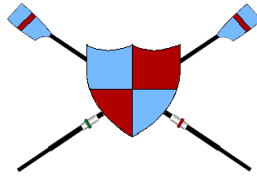
- Captain's Report December 2023¹
- Draft Proposed Race Calendar 2024²

As referenced in his report, Hugo stated he was mindful that given the increase in squad numbers there is going to be pressure on boats and in particular there would not be enough 4's. Adding, Peter Hepworth is ill with the result, the refurbishment of the Alan Goodall is on hold.

Hugo added the pontoon has been fitted and a ramp would also be installed. It was agreed that the pontoon sign should be moved.

¹ Appendix I

² Appendix II



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2.2 Finance Reports

Circulated in advance of the meeting:

- October 2023 Finance Report³
- November 2023 Finance Report⁴

Fee stated there was little to add in addition to the two reports which had been circulated. Reference was made to swapping out one of the older ergs for a relatively new second hand erg.

October 2023 cash balance £7,425.

November 2023 cash balance £6,288.

3. FUNDRAISING

Rob Scott, the newly appointed Club Development Officer, outlined that he was in the process of ascertaining what the most appropriate corporate structure is for the club. For example, if the club assumed charitable status what the tax repercussions may be.

Rob stated that he would speak with local clubs, such as Lymington Town Sailing Club ('LTSC') and Keyhaven as to guidance on their respective structures. He would also investigate the possibility of potential corporate business partners.

There was general discussion that the club needed c.£30,000 as two coastal 4's and a set of blades are needed to address the shortage of boats.

Rob explained that the club could hold 3 or 4 fundraising events during the year and endorsed current plans to hold a movie night for the forthcoming release of Boys in the Boat and a 24 hour row scheduled to be held 10/11 February 2024. There is also an intention to open the bar during the 6 Nations. He suggested a Randonnée around the Isle of Wight during the summer might be another possibility.

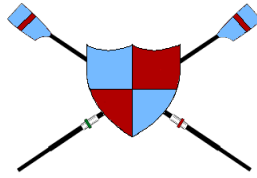
The Committee was in agreement that the following working groups, led by Rob, would be set up to assist his research:

- Corporate Status working group (Rob, Fee and Caroline)
- Fundraising working group (Rob and volunteer Recreational Rowers)

Action: Rob to report on the findings of both working groups - February 2024.

³ Appendix III

⁴ Appendix IV



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4. SAFETY

Chris explained the recent capsizes had highlighted that the radios are not satisfactory and that the following safety equipment needs to be purchased:

- 4.1 Radios with a charging bank
- 4.2 Hand pumps
- 4.3 Foil blankets
- 4.4 Life jackets (self-inflating)

It was suggested that rib users undertake training on what to do in the event of a capsize.

Action: In the absence of a specific course, it was agreed that in-house training would be provided to rib users on what to do in the event of a capsize.

5. WELFARE

5.1 Safeguard training

5.2 DBS sign offs

Action: Fee stated she would liaise with Liv in relation to the above.

6. FACILITIES

Keith stated he would action the following:

6.1 Key box - to be secured outside.

6.2 Salt bin with shovel - would be purchased.

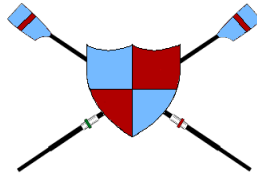
6.3 Defibrillator - liaise with Leon regarding location and whether it needs to be battery powered.

7. EQUIPMENT

7.1 Braca Baldes

Terry informed the Committee that Braca blades are no longer being made. The alternative being Nano blades which cost £395 plus VAT. There are no second hand Nano blades.

Action: It was agreed a set of Nano blades would be purchased.



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7.2 Burhashell 4 -v- Swifts

Terry advised the Committee that a Burgashell 4 would cost £16,500, with a 30% deposit to be paid April 2024. There is a 6 month waiting list for these boats.

There was general discussion, despite their weight, that Swift boats might be an alternative.

Action: Kirsty stated she would make some investigations in relation to Swift boats.

7.3 The Eton

Shirley asked if The Eton could be wired to facilitate a cox box.

Action: Hugo stated he would investigate having speakers fitted.

7.4 Television

There was discussion that the television does not enable play back of training videos.

7.5 Dishwasher

The dishwasher, which is a commercial glass dishwasher, is not working and is occupying a space where a small fridge could be fitted.

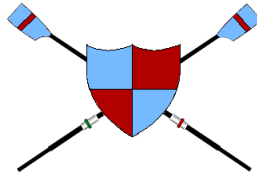
Action: Kirsty to advertise on Facebook if anyone wanted it for parts.

7.6 Former bow and stern of Lentuna

Brian explained following the refurbishment of the Lentuna, the old bow and stern were removed and stored at the farm. However, as the space is required, he wanted to check if the club wanted them back.

It was discussed that one end might be able to be used as a bar canopy and one club member might be interested in the other end.

Action: Brian to send a photograph of the ends to the Committee for consideration.



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8. TRAINING

8.1 Tank training

Tank training was mooted to the committee, with cost of tank hire in Oxford and London circulated in advance of the meeting.

There was general discussion that tank training may be of interest to the Novice ladies.

Action: Shirley stated she would liaise with the various clubs to ascertain tank availability during weekends in January and February.

8.2 Training Camp

The Committee were invited to consider a club training camp in Reading, costs of which had been circulated in advance of the meeting.

There was general discussion that there would be merit in holding a camp during the school half term in February and in advance of WEHORR on 9 March 2024, should the ladies decide to enter.

Action: 1. Shirley - liaise with Reading Rowing Club regarding availability.

2. Sophie - send a SPOND invitation to the ladies squad to gauge interest in WEHORR.

8.3 Dorney Training

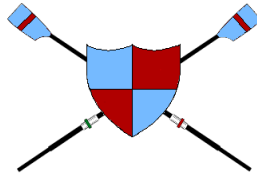
Hugo stated he intended to run SLARC training at Dorney, weekend commencing 20 January 2024.

8.4 Rib training in the event of capsize.

See '*Safety*' section above.

8.5 Cox/Crew lead training.

See section 9.5 and Action point 6, '*Recreational Rowers Survey*' below.



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9. RECREATIONAL ROWERS SURVEY

Caroline explained a survey had been circulated to recreational members to ascertain improvements that could be made to the recreational rowing programme. A detailed synopsis of the survey feedback had been circulated to the committee in advance of the meeting.

The findings of the survey will be communicated to recreational members during 2 or 3 daytime drop ins to be held during December and January.

Key points highlighted by the survey include:

9.1 Trialling of additional sessions, in addition to longer sunrise sessions during the week and sunset sessions at weekends.

Kirsty stated she would undertake a risk assessment in relation to the longer sessions.

9.2 Interest in holding club exchange visits, for example with Maidenhead.

There was general agreement that this was a good idea. Caroline stated she would liaise with Fee and Hugo regarding this.

9.3 A number of recreational rowers have upgraded to race membership.

There are nineteen members interested in training for 4 - 6km Off Shore events, held on either side of the Hants & Dorset regatta season.

9.4 The recreational rowers are keen to enhance club engagement.

Some already assist with boat maintenance with three new members wishing to get involved.

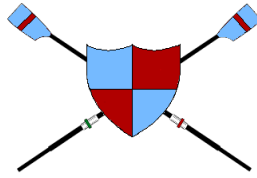
Four members have indicated they would assist with social events.

Five members have volunteered to become involved with fundraising.
Contact details of these members to be provided to Rob.

9.5 Six recreational rowers are interested in learning to cox.

There are six members interested in becoming competent crew leads.

There was general discussion regarding cox/crew lead training. Terry agreed to take the lead on this training, adding 'Rules of the River' would be a useful guide which could be circulated.



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- Actions:**
1. Caroline - Draft 'You Said, We Did' Survey findings for club wide circulation.
 2. Drop-in sessions to be held December and January to communicate survey findings to recreational rowers.
 3. Kirsty - undertake a risk assessment in relation to longer sunrise/sunset sessions.
 4. Caroline - liaise with Fee and Hugo regarding club exchange visits.
 5. Rob - liaise with Kirsty to obtain contact details of fundraising volunteers.
 6. Terry - lead on cox/crew lead training. To be piloted with a recreational working group in January.

10. CLUB EVENTS

10.1 Colin Fagan Head - 9 December 2023

Given the adverse weather this race is to be cancelled. It would be rescheduled in the new year.

Action: Hugo stated he would check the weather and confirm cancellation tomorrow (Friday 8 December).

10.2 Pudding Race - 23 December 2023

Weather permitting this race is scheduled to go ahead with 45 members having signed up. It was agreed that Development squad members could also take part.

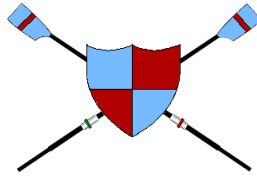
10.3 Club Party

A club party would be held at LTSC in January.

Action: Hugo to circulate proposed dates.

11. COMMS

It was raised that communication streams within the club are very segmented. Discussion ensued that the website is the first point of reference for new members. Kirsty pointed out the website provides information for people wanting to learn to row, but the site also needs to provide information on how new rowers could join the club.



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In addition to SPOND and the various What's App groups there is not a central communication stream.

There was discussion regarding the circulation of a 'What's on' email once a month. However, it was pointed out that similar circulations in the past, ie. 'The Bulletin' did not attract significant interest.

Action: 1. Rob - enquire about the cost of instructing a digital consultant.

2. Caroline - review and provide feedback on the Recreational rowing section of the website.

12. BAR MANAGER

Fee stated Mike is the current bar licensee and is happy to remain as such. However, volunteers from across all squads are needed to assist in running the bar.

Sue stated she was happy to volunteer.

Action: Sophie stated she would speak to the ladies' squad regarding volunteering.

13. CLUB KEYS

Hugo stated there are no more club or boathouse keys and suggested a further 5 sets need to be made.

Action: Kirsty stated she would get 5 sets of keys made.

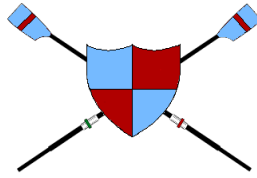
14. AOB

14.1 Indoor rowing

Fee stated 12 club members had undertaken training to become indoor rowing coaches. She invited the committee to consider how to progress this, adding she was happy to do some coaching. Kirsty also volunteered to help with coaching.

It was agreed that the website would be updated to publicise this training, which would be pushed in January to capitalise on bids to get fit in the new year.

Prepared by: Shirley Reid, Secretary.



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Appendix I

Captain's Report

Committee Meeting December 2023

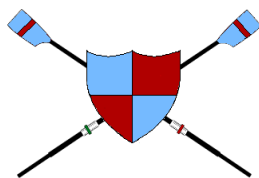
7th December 2023

Racing Update

It has been a frustrating autumn with all the races bar Reading Small Boats Head (covered in previous meeting) washed out or blown off. We are hoping to run the Colin Fagan Head next Saturday (9th) with a good club turnout. On top of this we will be running the Christmas Pudding Race on 23rd December. I have attached the draft racing calendar for 2024 along with this brief update – all comments/observations welcome. In terms of the 2024 season I am personally very excited by the depth of crews, particularly for the Hants and Dorset Season but we will also have people doing Offshore Beach Sprints as well as competing on the River where hopefully we can put some Eights out at the Head of the River/WEHARR/Vets Head. At the same time, as we move into the New Year I will be looking for the Captains to be clearer on the crews they are wanting to run since resources are limited and we will prioritise those crews who are training regularly. Once I have an idea of the crews developing we will look at who is coaching them and would qualify for coaching membership.

Equipment Update

In terms of equipment update. If we are going to see the expected uptake in number of crews then I am expecting boats will become the limiting factor. I have regrettably just been informed that Peter Hepworth who was going to do our boat refurb has been in hospital and at present is unable to proceed with it. Fingers crossed that he makes a speedy recovery and can get it done after Christmas. In terms of equipment, I personally believe we need to find a way of funding 2 new coastal 4s – one targeted at the Championship chasing crews and one focused on supporting our growing Rec and Junior Quad squads. On top of this another set of 8 blades (Concepts) would be required. So in summary we need to try and find c.£30k quickly!! Finally, I just wanted to say the new pontoon is now in the water, a big thank you to Ian Granne who has spear headed this supported by Bill McCabe, Chris Bunce, Tony Evans, Tom (chief instructor at LTSC). This will hopefully prove a great addition to running Junior Development/Learn 2 Row and in due course maybe school sculling/rowing.

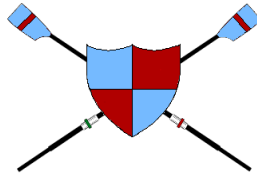


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Appendix II

Proposed Race Calendar 2024

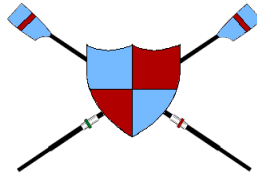
Date	Event	Location	Comment
27 th Jan 2024	Weybridge Winter Head	Weybridge	All squads
17 th Feb 2024	Henley 4s & 8s	Henley	SLARC & Adult
25 th Feb 2024	Head of the Stour	Christchurch	All Club
1 st March 2024	National Junior Indoor Rowing Championships	London	Juniors only
9 th March 2024	WEHORR	London	Eight only
22 nd March 2024	Oarsport Sculling Head	Eton Dorney Lake	Juniors
23 rd March 2024	BTC Spring HERR	Southampton	Small boats & 4s
23 rd March 2024	HERR	London	Men's squad only
24 th March 2024	Vets Head	London	Vets Eight
28 th March 2024	Schools Head	London	Junior Eight??
13 th April 2024	Southampton Coastal Fours	Southampton	Adult Squad
20 th April 2024	Junior Interregional Champs	Nottingham	J16 downwards
27 th April 2024	Swanage UK Offshore Race	Swanage	FISA Offshore
18 th May 2024	Milford Regatta	Milford	All Crews
25 th May 2024	Poole Regatta	Hamworthy Park, Poole	All Crews
1 st June 2024	Christchurch Regatta	Christchurch	J16 4+ Adults/SLARC
8 th June 2024	Ryde Regatta	Isle of Wight	J16 4+ Adults/SLARC
9 th June 2024	Shanklin Regatta	Isle of Wight	J14 & 16 Quads & Adults/SLARC
15 th June 2024	Coalporters Regatta	Southampton	Adult/SLARC
21 - 23 June 2024	Women's Henley Regatta	Henley	Ladies Crews?
22 nd June 2024	BTC Regatta	Weston Shore, Southampton	J16 4+ Adult & SLARC
29 th June 2024	Swanage Regatta	Swanage	All Crews
2 - 7 th July 2024	Henley Royal	Henley	Blazer Time
6 th July 2024	Woolston Regatta	Weston Shore, Southampton	J16 Sculls and J16 4+, Adults/SLARC Crews
12 - 13 th July 2024	Henley Masters Regatta	Henley	Masters Crews
13 th July 2024	Itchen Imperial Regatta	Southampton	J16 1x and J16 4+, Adult/SLARC
20 th July 2024	Southsea Regatta	Portsmouth	All Crews



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Date	Event	Location	Comment
3 - 4 th August 2024	Newport 4s and Small Boats Regatta	Newport (Ise of Wight)	Adult, SLARC
10 th August 2024	Coalporters Junior Regatta	Southampton	Non-Champ and SLARC/JLARC
14 th September 2024	South Coast Championships	Weston Shore	J14 and J16 4x+, Adult & SLARC
End of Sept/Oct. 2024	Itchen Junior Regatta	Southampton	JLARC Only

N.B For Offshore Beach Sprints details see -
<https://www.positivefloat.info/eventstable>



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Appendix III

Finance Report – for the month of October 2023

A relatively quiet month on the finance side with additional membership income of £535 and £105 from room hire.

On the expenditure side, we made a late contribution of £250 to Shoreham Rowing Club for Evelyn Faulkner. We repaid LHC's contribution of £200 for heightening the pontoon gate. They have agreed to pay this back us as and when we make the alternation.

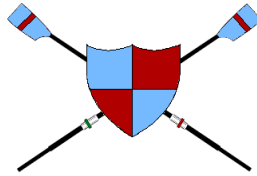
There were no other items of note in the month.

We closed the month with a cash balance in our current account of £7.4k

The Dave Stafford account still has a balance of £3.4k including the remaining £2.7k which will fund future schools/talent coaching. The boat fund account has a balance of £5k.

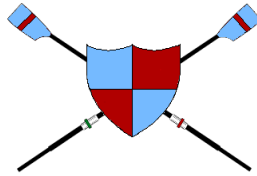
Prepared by: Fee Brooker, Hon Treasurer

5 November 2023



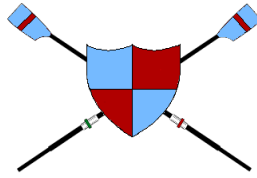
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	October 23	Year to date
<i>Opening cash balance</i>	8864	8864
INCOME		
Membership income	535	535
Sponsorship income		
Milford on Sea Regatta income		
Pontoon membership income		
Rowing equipment sales		
Members contributions to social events	890	890
Other		
Learn to row courses		
Racking fees		
Transfer from bar account/bar sales		
Merchandise sales	527	527
Fundraising and donations		
Premises room hire	105	105
Coaching levy		
Race entry fees	300	300
Members payments for circuits		
Members contribution for Dorney/JIRR		
Insurance claim		
Members contribution to first aid		
<i>Total Income</i>	<i>2357</i>	<i>2357</i>
EXPENDITURE		
Boat and equipment maintenance	132	132
Rowing equipment purchases	250	250
Cost of social events	840	840
Race entry and transport costs	407	407
Insurance		
Pontoon license costs		
Cost of river licenses for pontoon members		
Bus and trailer costs incl fuel		
Coaching costs	810	810
Management fee for premises	511	511
Merchandise stock	424	424
Miscellaneous	150	150
RIB costs including fuel	82	82
Utilities	129	129
H&D, BR affiliation and SCC sponsorship		
Website hosting and domain fees		
Bar license		
TV license		
Milford on Sea Regatta costs		
First Aid course & supplies		



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Dorney/JIRR costs/gym hire (circuits)		
Retirement gift		
Cleaning	60	60
<i>Total expenses</i>	<i>3796</i>	<i>3796</i>
<i>Closing cash balance</i>	<i>7425</i>	<i>7425</i>



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Appendix IV

Finance Report – for the month of November 2023

Additional membership income this month was only £261 as we approach the last quarter of the membership year.

We sold one of the older ergs for £400 and bought an almost new second-hand model for £800 as part of our programme of gradually upgrading our stock.

Unfortunately, the Avon head race had to be cancelled due to weather. We received a full refund of entry fees for this and a number of junior parents generously offered not to be refunded but for the fees to be added to the boat fund. This enabled us to transfer £213 to the boat fund which now stands at £5.2k

On the expenditure side, we spend £322 on parts and spares for boats, including two new replacement seats.

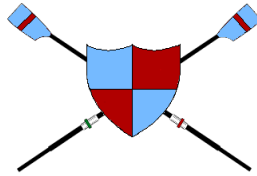
There were no other items of note in the month.

We closed the month with a cash balance in our current account of £6.3k

The Dave Stafford account still has a balance of £3.4k including the remaining £2.7k which will fund future schools/talent coaching. As mentioned above, the boat fund account has a balance of £5.2k.

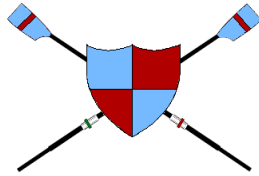
Prepared by: Fee Brooker, Hon Treasurer

1 December 2023



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	November 23	Year to date
<i>Opening cash balance</i>	7426	8864
INCOME		
Membership income	261	796
Sponsorship income		
Milford on Sea Regatta income		
Pontoon membership income		
Rowing equipment sales	400	400
Members contributions to social events	70	960
Other	60	60
Learn to row courses		
Racking fees		
Transfer from bar account/bar sales		
Merchandise sales	14	541
Fundraising and donations		
Premises room hire		105
Coaching levy		
Race entry fees	-45	255
Members payments for circuits		
Members contribution for Dorney/JIRR		
Insurance claim		
Members contribution to first aid		
<i>Total Income</i>	<i>760</i>	<i>3117</i>
EXPENDITURE		
Boat and equipment maintenance	322	454
Rowing equipment purchases	800	1050
Cost of social events		840
Race entry and transport costs	-288	119
Insurance		
Pontoon license costs		
Cost of river licenses for pontoon members		
Bus and trailer costs incl fuel	79	79
Coaching costs		810
Management fee for premises		511
Merchandise stock		424
Miscellaneous	68	218
RIB costs including fuel	108	190
Utilities	86	215
H&D, BR affiliation and SCC sponsorship		



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Website hosting and domain fees		
Bar license		
TV license		
Milford on Sea Regatta costs		
First Aid course & supplies		
Transfer to Boat Fund	213	213
Indoor coaching course	450	450
Cleaning	60	120
<i>Total expenses</i>	<i>1898</i>	<i>5693</i>
<i>Closing cash balance</i>	<i>6288</i>	<i>6288</i>