

Minutes of HKC Committee Meeting 13th May 2024

Present: Tony, Kay, Dave, Andrew, Sue

Apologies: Mark, Rob, Alan

Minutes read and agreed

Wye Race: Rob following through on things. Kay is helping with catering. Andrew looking at risk assessment – should be in one month before.

Safety: Dave suggested we need to nominate a first aider for the day who wears a 'vest' identifying them as such. Doesn't need to be the same person throughout. Andrew says BC have training program for first aid which is great as a refresher. Might not have launch on the day as no driver but hopefully have it to put out buoys. This means will need more safety boats out. Paul N and Neil not available. We do have 3 plastic boats and 2 sea kayaks to use as safety boats. Kay asked Pete Jones, who was present, whether he thought Adam might help with this. He will ask.

Claire J hooked up strike with booking in. Will take online and on the day payments. Keep using square for food as cheaper. Mark and John helping with entries. Tony says race needs to be posted asap as other clubs(one with race on same day) have already done this. Andrew to contact Rob to see who should do this.

John not present so no discussion re prizes.

Need a separate meeting asap re Wye race. Sue asked if another time marshall had been found. Andrew said would discuss at meeting.

Incident Reports: The new incident reporting package is now in the boat house and I have given Sue the Log book to store the reports in line with the data protection requirement.

No incidents reported since last meeting but one, involving motor boat, will be written up by Andrew.

Club Boats update: Starting with the K2, Dave rang Lucy at Kirton last Friday for an update. She told him she was just leaving for the National Short Course event and would email me from the car that afternoon with an update. Dave has not received an update yet.

However, he is going down tomorrow with his boat and hopefully will get an update then.

With regard to the K1's, Dave also rang Craig at Marsport on Friday for an update. He told Dave they should be available early this week. I asked him about an invoice and he advised me he would do that shortly. I have not received the invoice as of 4.00pm today.

During his trip down to the Wey race, Dave purchased a Marsport Lance complete with V bars and a roof rack for a VW Golf for £260.00. This is for the club.

Tony has done some work on the boat and it is now in the boat house. Andrew is trying to sell the roof rack and I would like to keep the V bars. Agreed Dave could purchase V bars for £60 so club will reimburse him £200 for boat.

Financial Report: 20 people have paid membership so far. Only 10 people have filled in form. Kay will take some forms down to the time trial for people to fill in.

Website hosting update: We have stayed with same people as found a good deal with them. Have now paid up for 3 years. Thanks to Sarah for help with this.

Quality Mark: Following the AGM Dave has updated the 7 documents, signed and dated them and uploaded them to the website. I also replaced British Canoeing with Paddle UK.

As stated at the AGM Dave has received the 2024 Tool Kit Questionnaire and he has started the process of filling in our details. By the next meeting Dave will have a 2024 report for us to review.

Paddle UK have recently launched a new initiative called: -“Standards for Deployment Policy”

Along with it they have published the following support documents: -

“Summary of Roles & Requirements!”

“Glossary & Useful Links”

“Environmental Definitions & Deployment Guidance”

“Safeguarding Training Requirements”

Dave will review these documents and hopefully be able to produce an action plan for the next meeting.

Andrew queried whether we should put more people through FSRT training this year. Dave thinks there might be some grants for this re documents above.

Next Meeting June 3rd 7.30

Meeting closed 8:07pm