

TEIGN SCULLERS AGM
MONDAY 16TH MARCH 2009
AT THE WILD GOOSE, COMBEINTEIGNHEAD 7.30 PM
MINUTES

MEMBERS PRESENT

Mike Cullen (Chair), Mark Eastman (Captain), Brian Cort (Safety), Jason Hinrich (Development), Nic Bourne (Head Coach), Kim Taylor (Membership), Denise Walker (Secretary) Alan Gillespie, Julia Warner, Jacinta Jackson, Barbara Gregory, Ian Matthews, Patrick

Apologies from Youlie Giovanovits, Chris Turner-Robson, Becca Eastman, Lesley Mawson, Adam Livett, Sally Livett

MINUTES OF THE LAST AGM

Minutes of the last AGM were accepted as a true and accurate record.

CHAIRMAN'S REPORT

- i. Mike presented the Chairman's report for 2008–2009. A copy of which can be found in Appendix 1.

TREASURER'S REPORT

- i. Mike presented the Treasurer's report for 2008–2009. The grant which was received was spent on new equipment and a double scull.
- ii. The club's commitment for Nic's coaching course needs to be included in the 2008/2009 financial year.
- iii. The accounts for 2007/2008 have been seen, audited and certified.
- iv. Mike estimated that the subscription income had only been enough to cover rent, insurance and affiliation fees, no significant equipment purchases or repairs. He estimated that the same would be true in the next financial year, so fundraising would be required to support any new equipment.
- v. The proposed subscription level for the next year were
Adults £60 (£55 + £5 ARA)
Couple £ 90 (£80 + £10 ARA)
Dependents £20 (£15+£5 ARA)
50% concessionary rate for students and those in receipt of benefits.
Mike proposed that the levels were endorsed by the AGM, seconded by Mark.

CAPTAIN'S REPORT

- i. Mark presented the Captain's report for 2008–2009. A copy of which can be found in Appendix 2.
- ii. Members thanked Youlie for her work on improving the website and the online members' booking area.

HEAD COACH'S REPORT

- i. Nic presented the Head Coach's report for 2008– 2009. A copy of which can be found in Appendix 3.
- ii. Nic is going to work closely with the coaches to formulate the coaching model for the club which he will bring to another meeting for it to be endorsed.

NB

SAFETY OFFICER'S REPORT

- i. Brian presented the safety's officer report for 2008–2009. A copy of which can be found in Appendix 4.
- ii. Brian showed the group the document which he has produced on how to report incidents. A copy of this can be found in the boat house.
- iii. The group decided to defer the swamping practice.

ELECTION OF OFFICERS

	Name	Proposed	Seconded	
President	Alan	Mike	Mark	
Chairman	Mike	Alan	Jacinta	
Captain	Mark	Jason	Alan	
Head Coach	Nic	Mike	Brian	
Treasurer	Barbara	Nic	Mark	
Safety	Brian	Mike	Mark	
Secretary	Denise	Mike	Jason	
Membership Secretary	Kim	Mike	Jacinta	
Development	Jason	Mike	Alan	
Fundraising	Alan	Mike	Barbara	
Boat Captain	Patrick	Jason	Alan	
Communications	Jacinta	Alan	Nic	
Welfare (Equality)	Alan	Jason	Jacinta	

- i. Members thanked Chris for his work in the role of Treasurer.

RELOCATION PROJECT

- i. Jason gave a report on the boat house relocation project to date. A copy of this can be found in Appendix 5.

ROW SAFE

- i. Brian has investigated different options for the swimming test and capsizing drill and presented these to the group. It was decided that Teignmouth Lido was the most suitable location. Brian to discuss with Youlie dates which will be placed on the members area of the website to enable members to book a place. BC

INDUCTION PROGRAMME

- i. Brian presented suggested induction programme for the club. Suggestions were made for changes.
- ii. It was agreed that this programme will need to be completed retrospectively for all current club members.
- iii. Jacinta mentioned that there needs to be a process which is fully documented so any coach will be able to continue member's induction
- iv. Jacinta and Brian to email the google group the basic areas of the programme for feedback and will report back at the next meeting BC
JJ
- v. Questions were also raised about how the programme should be given to members, it was decided that a sub committee would be formed and feedback to the committee members. BC
JJ
NB

CLUB STRATEGY

- i. Mike proposed that the club strategy is endorsed at the AGM. Alan seconded this motion. Mike to send the strategy out to all club members MC
- ii. Members thanked Mike and Jason for their work on producing the strategy.

JUNIOR ROWING

- i. Alan has adopted the ARA policy on safeguarding and protecting children and suggested that each member of the club to have a copy of this policy. It was proposed by Mark that the club should endorse the children and Adult protection policy written by Alan, seconded by Mike, motion carried.
- ii. There needs to be formal training for all the coaches on child and adult protection before any junior rowing is carried out. Alan and Kim volunteered to carry out the training. When the committee decides to embark on this, coaches will need to arrange a suitable date and let Alan and Kim know.

FUNDING SUB COMMITTEE

- i. The application to the awards for all has been submitted and awaiting the results which should be available in the next few weeks. If successful the funding from this award will be used on the feasibility study, new blades and an adaptive 4+.
- ii. Alan mentioned that Marion and he have been investigating possible referrals from GP practices and the local NHS primary care trusts for certain patient groups, with good responses.
- iii. Alan raised the issue of the club requiring a boat trailer to enable the club to take boats to different venues.
- iv. It was decided that there needs to be a group to look at funding issues and it was agreed that Barbara, Alan and Jacinta would be the members of the group. BG
AG
JJ

SALE OF SKIFF

- i. Mike has had the quote for repair of Sir Godwin which is no more than £400. This will be considered as an option for the wish list.
- ii. Mark has had feedback from the sculling supplier that he will replace the broken blade. This person has a potential buyer for the skiff. Mike proposed that the skiff to be sold and this motion was seconded by Nic. ME
- iii. It was decided that the club should sell/remove boats which are no longer fit for purpose from the boathouse to create space for new boats.
- iv. Mark suggested that the club has a wish list for equipment in order of priority to enable the club to spend money in the most appropriate way. ME
NB
Mark and Nic to prepare this

MEMBERSHIP AND EQUIPMENT

- i. Kim suggested another open day, possibly scheduled earlier in the year. It was decided at present to defer this due to the limited number of boats the club currently have and if the open day is as successful before the club would be struggling at outings.
- ii. Jason suggested introducing a social membership, with a nominal fee. This was agreed.
- iii. Mike suggested a country membership category to enable rowers from other parts of the country to row with the club whilst in the area or perhaps a charge of £5 per outing

ANY OTHER BUSINESS

- i. Jules suggested organising a social for the club in the summer. The group JW

agreed this was a good idea, Jules to organise date and bring back to future meeting.

- ii. Jason proposed that the club investigate the options of becoming either a charitable trust or a community amateur sport club. Barbara seconded this motion. JH
- iii. Jason suggested that the club starts to use own letterhead paper
- iv. Jason mentioned that he planning on visiting Doncaster rowing club in the next few months to have a look at their new boathouse.

Next Meeting Monday 20^h April 7.30 at The Wild Goose

**TEIGN SCULLERS
ANNUAL GENERAL MEETING
MONDAY 16TH MARCH 2009
AT THE WILD GOOSE, COMBEINTEIGNHEAD
7.30 PM**

AGENDA

- 1. Apologies**
- 2. Minutes of last AGM**
- 3. Chairman's report** - Mike
- 4. Treasurer's report** - Chris
- 5. Captain's report** - Mark
- 6. Head Coach's report** - Nic
- 7. Safety Officer's report** - Brian
- 8. Election of Officers**
 - i. President
 - ii. Chairman
 - iii. Captain
 - iv. Head Coach
 - v. Treasurer
 - vi. Safety Officer
 - vii. Secretary
 - viii. Membership Secretary
 - ix. Development Officer
 - x. Fundraising
 - xi. Boat Captain
 - xii. Communications
 - xiii. Welfare officer
- 9. Relocation project**
- 10. Row Safe**
 - i. Swimming test and capsized drill
- 11. Induction programme**
- 12. Draft Club Strategy**

13. Junior rowing

14. Funding Sub committee proposal

15. Sale of Skiff

16. Ways to increase membership and equipment

17. Any Other Business

APPENDIX 1

Chairman's report 2009

The last year has seen massive progress in the club, and exciting new opportunities opening up.

I would like to start by expressing our gratitude to Alan Gillespie. He founded the club, with limited assistance from others. It was he that determined it should be a 'proper rowing club', not just a few friends having a social row. He did nearly all the jobs himself, fund-raising, boat repairs, organising and coaching outings. Gradually he persuaded others to help him. During the last year he decided it was time to let others take the lead, and stepped down as Club Captain. He has accepted our nomination as Club President, which I will shortly ask you to endorse. He is still working as hard as ever, especially fund-raising but also repairing boats, coaching, etc. etc. Long may he continue!

The next big step resulted from the Open Day held in August 2008, which brought in a large number of new members, and the arrival of Nic Bourne as an experienced coach together with a number of new members from the River Teign Rowing Club. Ever since then, outings have been crowded and all the coaches have been working at full stretch.

The next step was the statement of active support of Teignbridge Council for relocation of the club to a more suitable site on the estuary. While I won't name the site in this report, it looks ideal in terms of greater duration of rowable water around high tide, safe rowing water clear of other watersports in most conditions, and easy access to social facilities. The support of the council will make a huge difference to the practicality of this project.

The other big step was the announcement of a new strategy for British rowing by the ARA. This represents an almost total reversal of their previous, somewhat elitist, strategy. It emphasises inclusive and recreational rowing, as well as competitive rowing, and a joined-up approach with other watersports clubs. The club strategy which we have tabled for discussion at this meeting draws heavily on material from this new strategy document. I hope that the club can become a 'showcase' for this strategy, and thus attract more of the very substantial funding we need to achieve our aims.

We now have an exciting and challenging time ahead of us. Achieving our aims will require a lot of work and commitment from the members of the club, but the reward will be a club far better sited and equipped than we have at present.

Captain's Report March 2009

It has been a very eventful year with the club growing and changing at an astounding rate. This applies not just to numbers of members rowing each outing but our ambitions and expectations as to what the club can achieve in the future.

Our first excitement was the purchase of the Swift double scull and five pairs of sculling blades, which was the first move to proving our name as Scullers. Since then we have somehow managed to acquire Herring as a coxless quad, a wooden training double scull and a "virus" for sculling training. Particular thanks go to Alan's skill in grant bidding. All these acquisitions give us good potential for training in 2009, even if the repair maintenance of older boats is a big job.

On the racing front we have entered a Women's four into Exeter and Dartmouth, a women's double at Dartmouth, a Veteran scull with a win, an ambitious entry of a Senior B double (as mixed). We could claim we "won" that event but for the lack of any other competitors. Our entry of a two quads into Totnes mini head (courtesy of a boat kindly lent to us by Exmouth) impressed many spectators from other clubs and our times were pleasing given our inexperience.

Perhaps it is more important for the club to report that our growth of numbers has been as much to do with members wanting recreational rowing and to enjoy our fantastic stretch of river as being competitive in races.

Growth in active membership is very exciting but also does bring its difficulties. There is pressure on the serviceable boats and blades and coaching time. We have made several initiatives to improve the "roll up and row" by changing the outing system (with the help of some sophisticated IT), with some success but also some issues that will have to be addressed for the new year.

Another major development has been the improvement of coaching skills, led by Nic. We now have three coaches going on the ARA Level 2 course, which we believe will considerably improve our technical ability. After all, technical skills are essential for both the competitive and also the recreational rower – it is at the heart of the fun and satisfaction of moving that boat through the water.

Our forthcoming strategy publication and the ambitious developments in the types of rowing, equipment and boat house are very exciting and will provide tremendous advantages to all members. However, we should never lose sight of the main objective which is to row and enjoy rowing and the fitness that it can provide.

Mark Eastman

APPENDIX 3

Head Coach Report 2009 – Nic Bourne

Since being asked to take on the duties of Head Coach in October 2008, there has been considerable enthusiasm for introducing structured coaching to club outings and co-operation amongst members and existing coaches has been most encouraging. Five months into this regime, the majority of members have progressed beyond the beginners' stage and are now technically competent enough to enjoy a fairly strenuous training session for an hour or more at a time.

For the time being, emphasis has been taken away from sweep rowing and placed more on developing sculling technique and much use has been made of the training quads and doubles. In due course, members will be encouraged to try single sculling with a view to creating a substantial core of rowers sufficiently skilled to row informally outside club outings with a thorough knowledge of Rowsafe.

Coaching development is a key aspect to achieving Clubmark accreditation. The club will employ professional coaches, as well as encouraging amateur coaches to develop their skills and seek accreditation. It will seek to become an ARA recognised training centre.

The club's coaching development plan for the period is focused on providing a welcome environment and support for all participants to enjoy rowing at whatever level they choose to participate. At the same time, we wish to create the opportunity for talented and ambitious individuals to achieve excellence within the sport and will be fully supportive of them in reaching their goals. We will be reliant largely on volunteer coaches and it is recognised their role is vital in delivering a long term and high quality contribution to our club. Their CPD and ongoing mentoring will require managerial and financial commitment to ensure an enduring legacy of coaching.

The club will continue to develop its induction and Rowsafe programmes as well as Adult Learn to Row courses and is already committed to four coaches obtaining their UKCC Level 2 qualification in 2009 and the Head Coach to go on to achieve Level 3 status by 2011. This development is seen as vital to developing rowers as they progress to the Row Regularly scheme which will see individuals rowing from one to three times a week in a coached environment as part of a 38 week plan. The successful interaction between volunteer coach and aspiring rower is a powerful driver to provide a robust training regime and the club will actively involve regional ARA Coaching Development officers to mentor and support volunteer coaches as they deliver an effective and sustainable coaching programme. Our club aspires to doubling its membership by 2011 through these schemes and coaching expertise is core to attracting and retaining new membership.

The club will seek to become involved in the local delivery of Project Oarsome Xtra to provide an extensive range of opportunities for many young people coming into rowing through club and school links. We will actively encourage the development of the Five Hour programme of rowing in association with the Devon Schools' Partnership as a curriculum activity for young people in schools, colleges and other youth settings who have access to high quality rowing activities. Paid and volunteer coaches will be central to delivery of these courses and it is anticipated rowing will be taking place outside normal club activities.

Adaptive rowing is another strand of coaching that will be developed outside normal club times and there is significant demand from groups within local healthcare trusts and GP referrals for rowing activities to be provided for individuals with a wide range of physical, mental and emotional impairments. The management are supportive of developing close ties with these authorities and to train its coaches in partnership with the ARA's regional community adaptive rowing coach.⁴

APPENDIX 4.

WATER SAFETY ADVISOR REPORT FOR YEAR 2008–9

There are six incidents recorded for the year. A partial capsized resulting in a rower going overboard. A single sculler capsizing, following a slight collision with the double sculling boat. The third incident was that of a minor collision with driftwood. A incident involving a static object. The next two deal with equipment failure, the scullboard and rigger of Sir Godwin becoming loose following a crash, and the structural failure of a new sculling blade. Copies of these reports are to be found in the boathouse, and they are also on the secretary's file.

Members are now required to report incidents that they are involved in, directly to the ARA website, who will then forward particulars of the incident to the Club WSA and the Regional WSA.

In the Autumn the ARA introduced RowSafe which is the new standard for water safety. In association with this, an induction programme is to be introduced retrospectively by the club, to ensure that all members are made aware of these new safety requirements.

Five foil blankets have been purchased.

We have added buoyancy to Red Herring.

The club supplies mobile phones in waterproof cases for emergency use. One phone is to be taken out for each boat on the water.

Suggest swamping practice in the river on Sunday 21st June (H.T. 17.25 4.7m) So that we can all experience rowing with the boat full of water. (Changing facilities !!!!)

APPENDIX 5.

Development Officer's Report For Teign Scullers Rowing Club AGM 2009

Since the creation of this post within the last 6 months, my chief role has been to push forward the boat house relocation project. Even though in its early stages, much progress has already been made, with the identification of a particular site (which cannot yet be formally named for strategic and planning reasons) providing much scope for potential, including: a safe, sheltered launch area providing approximately 3–4 hrs of boatable water around an average HW, nearby social and gym facilities, as well as plenty of parking space. This location is also easily accessible from the A380 and Newton Abbot.

The key points of progress are:

- Gaining the full and active support of Graeme Smith, the Teign Partnership Estuaries Officer.
- The discovery of the old Seale Hayne boatshed on the proposed site, during a recent working party reconnoitre. This has positive planning implications in terms of setting a past use precedent.
- The selection of suitable chartered architects (Suzanne Hutchings and Hugh Wray-McCann), who have visited and are enthusiastic about the site. Suzanne is also the captain of Totnes Rowing club and has experience with building Goldie's recent boathouse extension, so is ideal for this project.
- The architects have identified a number of possible surveys that might need to be undertaken for the planning process, which include land/building, geotechnical, biodiversity, tree, landscape design, structural and flood risk surveys. They have also highlighted that from the early stages of this project, we will need to employ a CDM officer [for Health & Safety purposes, as this would be a public notifiable project], as well as a quantity surveyor and structural engineer. The architects are currently looking into which surveys will be required and are acquiring quotes. Even though we have yet to formally engage them, they are happy to produce a basic site map to enable us to establish whether there is enough space to achieve our objectives. For example, the new Sustrans cycle network will run next to the proposed site. Therefore, the boathouse footprint will need to be agreed in principle with both the landowner and Graeme Smith, who is overseeing the Sustrans project.
- The architects have requested that we produce a brief, encompassing our future boathouse requirements, as well as the practical processes involved in a rowing

outing. I am currently working on this with Nic Bourne, the outcome of which will fundamentally impact on the club's future financial plan.

- The architects have quoted the following standard costs (exclusive of VAT): £1–1.5k for the Feasibility study; £7.5k for costs up to Planning, with an additional £10–15k for survey costs and the involvement of a CDM officer. (£20–25k incl. vat in total to take this project to planning). Because of site access, landscape and structural issues, they broadly estimate that the overall project cost may reach up to £1m; however, this cannot be confirmed until the project has been fully costed. We have been advised that these costs cannot be drawn down from lottery capital build grants. Therefore, a significant degree of fundraising will be required to get this project to planning.
- After agreeing the position and the size of the boathouse in principle, as discussed, the next step will be to formally engage the architects to undertake the Feasibility study. We will then need to involve the ARA, as they will fundamentally influence the lottery funding for this project bid. At this stage, we will then be able to establish whether this project is financially viable.