

Minutes for the Meeting of Devizes Canoe Club Committee

Committee Meeting 01/06/2021

Mark Bouch (MB)	Action
Katie Scaplehorn (KS)	
Nigel Chivers (NC)	
Chris Jones (CJ)	
Ian Thackery (IT)	

Attendance:

Apologies:

Ann Slator (AS)

Sue Colby (SC)

Paul Papworth-Smith (PPS)

Item	Minute	Action
1	<p>Strategy Development</p> <p>Ambition 1, 5 and 7 are now complete and uploaded. Ambition 2, 3 and 6 are complete. The final version needs to be uploaded.</p> <p>Ambition 4 has been developed and needs to be written up and uploaded.</p> <p>The objectives are now active and we need to deliver results. Ambition teams are encouraged to meet regularly to work on these objectives. From July we will start to report on progress.</p> <p>Source documents are located under Club Strategy/2021 on the MS Team page</p>	<p>KS to upload</p> <p>TH/CJ/NC to confirm when complete please</p> <p>Ambition teams to work independently</p>
2	<p>The Clubhouse Portal and Go Membership database</p> <p>The Clubhouse information portal is a resource for clubs and club officials.</p> <p>GoMembership is the new BC membership database used by clubs to affiliate, and record member details.</p> <p>AS has completed DCC member data on GoMembership and allocated club official roles to committee members, volunteers and coaches to enable access to the Clubhouse portal.</p> <p>Club officials and coaches are now requested to register on The Clubhouse and confirm that they have access.</p>	<p>Thank you AS!</p> <p>All club officials and coaches</p>

	<p>We agreed:</p> <ul style="list-style-type: none"> • Six roles have legitimate need to access GoMembership data as administrators. Permissions have been set up for AS, MB, KS, JS, SC and BH). • All administrators will need to complete BC's online Safeguarding training • MB to confirm if DCC need to register with ICO as a Data Controller. 	<p>KS to confirm</p> <p>Afternote: MB has written to James Hives</p>
3	<p>Fees for regatta junior crew boat entries</p> <p>The committee were reminded of the policy agreed in 2019 – that DCC will pay for all junior crew boats entries in sprint regattas to incentivise crew boat participation.</p> <p>This includes payment for a DCC junior racing with a crew from another club.</p> <p>All K1 entries are the paddler/paddler parent responsibility</p>	<p>AO for information</p>
4	<p>Novice induction Update</p> <p>Membership is currently 115 of which 35 are new members (many/most likely to be novice paddlers)</p> <p>The junior section is at/over capacity on a Saturday with c50 paddlers taking part. 15-16 juniors remain on a wait list before joining because they cannot yet be integrated.</p> <p>Boat shortage will be addressed by a Return to Play grant application to provide funding for 1 x development K2 and 7 x development K1s, although this will take time to deliver.</p> <p>A junior recreational programme is in planning stage and may provide a suitable outlet for paddlers to do something other than race development or who have not yet joined.</p> <p>Instructor capacity remains a critical issue for now and until BC hosted development comes onstream. Freelance capacity may be essential to underwrite a recreation group if there isn't sufficient qualified coach cover from DCC.</p> <p>An adult induction paddle group will be hosted by SC on Tuesday evening and Thursday evenings (for those unable to make Tuesday). In addition, any adult novice is welcome to join Roger's Thursday AM paddle group.</p>	<p>KS is communicating with junior wait list SC to confirm any adult wait list.</p> <p>MB coordinating the grant application</p> <p>KS to present proposal/costs at next meeting</p> <p>MB to enquire from BC when this will happen and review at next meeting.</p> <p>SC to publish programme</p>

4	<p>Coach development. CJ understands BC had 800+ applicants for the bursary scheme. Nothing has yet been communicated about coach development training. MB to enquire about BC's plans to host development courses and confirm the urgency for development to start.</p> <p>Afternote: The Outdoor First Aid and Foundation Safety & Rescue Training sessions are pre-requisites for coaching awards. Do any of our nominees need to complete these courses, and can we organise these as a club in the interim?</p>	<p>MB to write to James Hinves</p> <p>BH please confirm</p>
5	<p>AOB</p> <ol style="list-style-type: none"> 1. Quality Club. We are currently reviewing the Quality Club criteria received from British Canoeing and have committed to achieve Quality Club in 2021. 2. We have BC support to pilot 'Champion Club for Talent Development' in parallel with the QC assessment programme. 	<p>Review assessment criteria prior to a call with James Hinves (MB/KS/CJ/IT/AS/PPS)</p> <p>Confirm details of pilot (CJ)</p>
6	<p>Committee Minutes</p> <p>As so many people were unable to attend, please read the minutes and ask any questions before we publish the minutes. MB will update if you have points to add.</p>	<p>KS to publish on the committee MS Teams area.</p> <p>AO please publish on the website members' section.</p>
6	<p>Next meeting</p> <p>We aim to have another meeting in two weeks to include:</p> <ul style="list-style-type: none"> ● Strategy Update (Quality Club) ● Sign-off policy on payment to volunteers ● Coach development update ● Proposal for additional club kit/merchandise 	<p>MB/KS All (policy already circulated) BH KS/SC</p>