



# Committee Meeting Minutes

## Minutes of the meeting of Devizes Canoe Club Committee Wednesday 19 April 2023

**Attendance:** James Papworth-Smith (JPS), Anna Overton (AO), Mark Bouch (MB), Sue Colby (SC), Victoria Cains (VC), Jon Scaplehorn (JS), Lindyanne Ehrnrooth (LE).

**Apologies:** James Mahoney (JM), Emma O'Hare (EO), Nigel Chivers (NC), PPS, CJ.

**Circulated to:** Committee, Trustees, Coaching Group.

Item	Details	Action Lead
2	<p><b>Round the Room Update</b> Not done - catch up next time when more members present. MB outlined that we need coaching group to cover NC's role in the short term.</p>	
3	<p><b>Increasing Capacity to absorb juniors</b> Especially acute in the junior section – no Paddlesport courses have been held for a year and there has been 30 on the waiting list for a year. New member enquiries coming in almost daily. AO contacted those on the list recently, many have understandably dropped off. There has been some discontent in the girls group because of coaches being unavailable. A time change for the girls Saturday group is planned so as not to overlap with Adventure group. NC was intending to take this role, but JJ &amp; SC will cover in the short term. Intro to Paddlesport courses planned to take place every 4 weeks (to feed into adventure group) but we require a 3<sup>rd</sup> coach to make this work. JS explained that he was hoping to be well enough to come back onto the coaching team. We need to approach those on our coaching list who have not been volunteering recently. Contingency plans put forward:</p> <ul style="list-style-type: none"> <li>• Can we use adult/parent volunteers to help out?</li> <li>• Can we distribute our coaching resources more evenly?</li> <li>• Re-engage inactive coaches</li> <li>• Spread out sessions</li> </ul> <p>AO - Only 2 children left in Adventure group, 90% have moved into racing groups. JS – We require a more varied programme to retain paddlers in adventure MB – keep this item on the agenda – an action group maybe required going forward.</p>	<p>SC SC &amp; AO AO, SC JM LE</p>
4	<p><b>PR/Media</b> VC has taken control the club's public FB page and Instagram account and will explore other clubs social accounts for guidance. VC will introduce herself to the coaching team. LE pass coaching contact list to VC MB – please include Devizes Issues FB group in portfolio. Put forward an invitation for coaches who may already be in our community. DCC will support volunteers with training &amp; development of their skills. SC to provide DW information for VC --&gt; publications, social media VC to write an email to all our members asking for their support re coaching or the possibility of becoming a coach with DCC support. LE to distribute.</p>	<p>VC LE SC-VC VC LE</p>
5&8	<p><b>Braeside Partnership</b> MB has been in discussion with the family running Braeside, and they displayed enthusiasm for a collaboration with DCC including:</p>	<p>MB</p>



# Committee Meeting Minutes

## Minutes of the meeting of Devizes Canoe Club Committee Wednesday 19 April 2023

	<ul style="list-style-type: none"> <li>shared use of non specific paddling equipment, which would enable DCC to rid ourselves of old, no longer necessary equipment</li> <li>Braeside offers a venue FOC for DCC social events</li> <li>DCC offers Braeside access to club facilities outside of session times with a reciprocal arrangement for their facilities</li> <li>Offsite storage for DCC</li> <li>We can fund, procure &amp; manage specific disability equipment in collaboration</li> <li>School programmes: Braeside can refer day enquiries to DCC &amp; DCC can refer residential enquiries to Braeside</li> <li>DCC can utilise Braeside staff instructors when they are not required for Braeside activities</li> <li>DCC can offer our facilities in case of emergency evacuation of Braeside</li> <li>Braeside has a minibus which DCC could explore the possible usage of.</li> </ul>	
6	<p><b>Female Focus - Shop Update – Event Calendar</b> Girls group needs urgent attention – we have lost another member recently. SC to focus on reorganising the time and coaching. Lots of enquiries for juniors and seniors coming in. Capacity issues as above. Male:Female ratio looks good in seniors but quite poor in juniors. We have only 2 girls in the racing groups. New shop arrangement coming along quietly. SC to liaise with LE to implement website changes when appropriate.</p>	SC  SC LE
7	<p><b>Members Boat storage</b> All outstanding requests for places have been dealt with. There are no free spaces left. Final rearrangement due for Saturday 29<sup>th</sup> April. LE to issue final prompt email.</p>	JS LE
8	<p><b>EDI</b> Requirements to be submitted by JS to trustees post fleet review.</p>	JS
9	<p><b>Fleet Review Process</b> In hand. CJ to sponsor Fleet Review Group. JM has agreed terms of reference for the group with CJ. Effort will await NC's return to active involvement – see mins from 22 March.</p>	
10	<p><b>AOB</b> MB – Chippenham hasler organisation normally led by NC. SC to step in. Volunteers need to be recruited. CJ &amp; TH to oversee timing. JS to tow trailer. All members to be encouraged to enter. SC draft email – LE distribute. <i>Post meeting- Email has been set &amp; volunteers being identified.</i> JPS doing online safety course → RA</p>	SC, LE CJ, TH  JPS
	<p><b>Next Meeting – Wednesday 17 May 2023</b></p>	SC to chair