



**Cymdeithas Rhwyfo Môr Cymru
Welsh Sea Rowing Association
Executive Meeting Minutes
Sunday 25th March 2018
First Floor Meeting Room Cambrian Printers, Aberystwyth.**

Attendees:

Name	Role
Andrew Richards (AR)	Chairman
Neil Cross (NC)	Vice Chairman
Richard Gloster (RC)	North Representative
Jill Gloster (JC)	Child Protection Officer
Chris Haines (CH)	Race Officer
Carol Davies (CD)	Membership Secretary
Tony Peters (TP)	Health and Safety Officer
Mel Hopkins (MH)	Secretary

Item		Actions
1.0	Apologies	
	Sam English (SE), Nicola Thomas (NT), Jane O'Connor (JOC), Pete Fletcher (PF), Dave Reynolds (DR).	
2.0	Minutes of previous meeting.	
	The minutes of the meeting held on Saturday 27 January 2018 were accepted as a true reflection of the meeting. Proposed by CH, seconded by RG	
3.0	Matters Arising.	
	There were no matters arising.	
4.0	Complaints procedures	
	No complaints noted. The complaints procedure is in place and is based on the British Rowing Procedures.	
5.0	Race start times and food provision	
5.1	Discussion took place regarding the race times but this would be dependent on tide and local venue constraints. Therefore, whilst it is understood that some race times will mean that some clubs have to start their journeys very early, there is very little that can be done in some circumstances.	

5.2	It was agreed that a maximum cost of £5 per adult participant for each league race and £2 per junior participant would apply. However, at their own discretion clubs can reduce or waive this fee as they see fit.	
5.3	For non-league events the cost is discretionary and should be published on the race notice.	
6.0	Coaching	
6.1	There have been successes following the Level 2 coaching award which was held over the winter in Pwllheli. At the time of the meeting it is understood that only 2 require further assessment following this course. The names will be added to the qualified coaching list held on dropbox.	MH
6.2	There were 12 attendees at the recent Moan overboard Course held at Towy. This is a prerequisite for any L2 Coaching Course.	
6.3	A level 2 course will be held at Towy during April and 12 new participants will be attending.	
6.4	It has been confirmed that the South and North Development Officer posts are to be combined and Sam English will now be taking on this role on behalf of Welsh Rowing.	
7.0	WSRA Website	
	It has been necessary to initiate a temporary website due to difficulties with the hosting platform. The new website is: http://www.welshsearowing.org.uk/ An email will need to be sent out to clubs to advise them of this. The temporary website address will also be placed on social media platforms.	MH DR
8.0	Child Welfare	
8.1	JG to be reimbursed expenses for attending a NSPCC DBS risk assessment course.	JG/PF
8.2	There is a need to find out who the Child Protection Officers are in each club. An email requesting this information will be sent out with clubs to reply by two weeks from the date of the email.	MH
8.3	A course relating to Data Protection is being run for Ceredigion Clubs will take place on 12 April, it would be beneficial if there is representation at the course.	CR/SE/JOC
9.0	Publicity	
	Tear drop banners to be provided for first league race at Wiseman's Bridge. Two tear drop banner for the South and 2 for the North are due to be produced. A competition to find images	CH

	for the banners will be run.	
10.0	CRIW Indoor Rowing Competition	
	<p>Unfortunately, the original date for the indoor competition was postponed due to the adverse weather. A new date of 5th May 2018 has been proposed.</p> <p>S4C have shown an interest in attending.</p>	SE/JOC
11.0	Location and waiting list for WSRA boats	
11.1	The WSRA Celtic Longboat will be at Gower during April to May then at Bala in June and July 2018.	
11.2	The Yole is currently in Fishguard and will be going to Barry in April until July. Subsequently the Yole will be going to Wiseman's Bridge in July and August and back to Fishguard from September to October.	
12.0	Any Other Business	
12.1	Congratulations to Dave Thompson for receiving the Torch Trophy Trust, Lord Aberdare Award for Outstanding Service for services to Welsh Rowing and the WSRA. An email of thanks to the was received by Andrew from David following the expression of congratulations sent by Andrew on behalf of the committee.	
12.2	RG has been nominated to undertake the assessors course to become a British Rowing assessor. With NT as a possible second assessor. RG to liaise with British Rowing regarding the next available course date.	RG
12.3	<p>SE's Coastal Development Officer update was presented to the meeting. A copy of the update will be circulated with these minutes and includes information on Rowing for Wellbeing.</p> <p>SE's update included a request for the WSRA's Celtic Longboat to be delivered to the Gower for the 1st April 2018. Arrangements have been made for the boat to be delivered to the Gower along with lifejackets and throwlines, flare and first aid kit. The boat comes complete with trailer and tailboard.</p> <p>Two coxes workshops have been arranged with one having taken place recently at Mumbles. The next workshop will be held at Beaumaris. The first course at Mumbles was very well received, thanks go to SE and JOC for facilitating this.</p>	MH RG SE/JOC
12.4	16 rowers, 2 coaches and supporters from Italy will be attending the weekend of Wiseman's Bridge Rowing Regatta. They are hoping to take place in the Wreck Race on the Saturday of that weekend.	NC/MH

	<p>A gala dinner to welcome the Italians have been arrange at the Cove Hotel in Pembroke Dock on the Friday. An open invitation to all WSRA clubs to attend with tickets costing £10 per person. NC to produce an invitation and itinerary for the weekend to be sent to all clubs.</p>	
12.5	<p>A request was made for all committee members to check that their current email contacts are correct.</p>	All
12.6	<p>Year of the Sea event to be held in Milford Haven between the 23rd and 30th June. The full details of this event have yet to be finalised.</p>	
12.7	<p>It was agreed that a FAQ list would be published on the website.</p>	DR/MH
12.8	<p>PF through AR referred to a potential part funded grant proposal for purchase of an additional Celtic Longboat and a Quad Yole which has been put forward to the chairman and committee for consideration.</p> <p>The total cost of the Celtic is approximately £16000 for a double gated boat with a trolley, trailer and oars. The total cost of the Quad Yole is approximately £22000 including trailer and oars. PF has confirmed that the VAT can be claimed back therefore the contribution from the WSRA would be approximately £10000.</p> <p>Whether there was a need for a Celtic and a Yole was discussed and it was considered that they would be beneficial in supporting the promotion of the sport especially in relation to developing clubs.</p> <p>It was agreed by all those present that a maximum contribution of £10000 would be made subject to the grant bid being successful.</p>	PF/AR
12.9	<p>Volunteers are required from experienced adjudicators to be race representatives. This is especially the case for the North League as there is currently a shortage of race representatives. An email will be sent out to all clubs.</p>	MH
12.10	<p>A capsized incident occurred at Tresaith on 24th March 2018. A full report will be required for this incident. JOC and SE to follow this up.</p>	SE/JOC
12.11	<p>NC has located a supplier for Croaker Oars and in order for this to be progressed he will need the dimensions for the oars. MH to forward the dimensions and NC to organise quotations.</p>	MH and NC
12.12	<p>An email is to be sent out to clubs chasing affiliation documents and payments. The documents are to include safety audit, club</p>	MH

	<p>constitution and risk assessment. MH to send email reminder.</p> <p>A discussion took place regarding affiliation for new clubs and it was confirmed that club affiliation (£149) is free for the first 12 months.</p>	
13.0	Date of next meeting	
	Saturday 16 th June 2018 at 10:30am – venue to be confirmed.	MH