

COMMITTEE MEETING

DATE	6 October 2024	
LOCATION	St Agnes Surf Lifesaving Club	
ATTENDEES	Joel H — Chair Matt C — Youth Coaching Julie W — Membership Secretary Karl W — Vice Chair Mhari A — Fundraising	Michelle J — Adrian I — Equipment Steven BD — Secretary Kawita S — Youth Coaching Alan C — Committee
APOLOGIES	Andy C — Treasurer Bella — Comms	

CORRESPONDANCE AND MATTERS ARISING

1. (Joel H) Safeguarding report.

The committee received a report from the Case Management Team (CMT) regarding a safeguarding incident that occurred on 1st September. The CMT comprised Paul M (L2 Coach), Steve H (CSO), Joel H (Chair). The report included an anonymised narrative of the incident and the steps the CMT had taken and proposed to take. The committee unanimously supported the recommendations of the CMT.

2. (Karl W) Process for hardship fund.

The current process for obtaining help from the hardship fund is decided on a case-by-case basis. The recent enabling of monthly payment plans has added to the options to ensure the club is accessible to as many people as possible. Committee agreed that the current process is appropriate.

The discussion covered how the groups are monitoring attendance and using the club's digital systems to ensure they have the correct information pool side and at the beach. A meeting of group secretaries to align on process and information would be beneficial, with an aim to get as many groups as possible onto the club's digital platforms.

TO DO: (Kawita S/Julie W) — Arrange meeting of secretaries. Ask Fiona H to assist with meeting as she is using the digital platform.

3. (All) Encourage members to take a more active role in the club, and a proposal to have older nippers/youth representation on the committee. (Carried over from September meeting).

This year has seen more active volunteering and a larger committee. New questions on 2026 intake form asking which roles parents would commit to taking on for the group/club has led to more potential future volunteers.

Committee keen to support anyone in the membership who has ideas for projects, as well as assisting with voluntary roles. After the December meeting, we'll send out an all-membership email with roles/volunteers/potential projects.

TO DO: (Joel/SBD) — Send email.

Nippers and youth representation on the committee would ensure we're taking into consideration their needs and ideas. Suggest potential youth representatives joins a committee meeting each quarter, and the committee offers a way of enabling the remote tabling of issues.

TO DO: (Joel) — To send email to membership to gauge interest.

Peer support and leadership from older youth to help lead younger groups. Potentially align with DofE.

TO DO: (Kawita S) — Ask coaches of year 10 who would be interested in peer coaching.

4. (SBD) Public document storage for meeting minutes etc.

Secretary demoed a public facing document storage system to make important documents and committee minutes available to all members and the public. Committee agreed to adopt.

TO DO: (SBD) — To implement system on the website.

TO DO: (Joel) — Club MS 365 membership and email addresses for committee for internal documents.

5. (Matt C) Safeguarding guidance for pool sessions.

Discussed a number of safeguarding risks posed by the pool environment.

There is potential for us to challenge the PSOP's (Pool Standard Operating Procedures) for the two pools where we think an amendment may improve safeguarding.

Ben Ainsley Pool — Allow adults to enter poolside through another door than through changing room.

Truro School for Girls — Allow groups to change poolside rather than use the changing rooms.

Committee to contact pools initially before sending new guidance to coaches and parents.

New guidance: Come to sessions swim ready and change poolside under robe. If changing rooms are used a Level 1 + coach of each sex to stand outside changing rooms. Register to include coaching team, so we can appoint these roles for the session.

TO DO: (Matt C) — Contact pools about their procedures/PSOP's.

6. (Jamie K) Formal thank yous for 70th party (SBD has details).

Jamie K wanted to extend our formal thanks to James from the Sky Bar and Kate and Tim Martyn for the use of the field. We'll contact them and outline that their support has enabled us to have the potential to save more lives at sea through courses, training lifeguards, coaching and equipment for lifesaving.

We'd like to offer them all a one-year honorary membership of the club as a thank you.

TO DO: (Joel) — To contact James, Kate and Tim with our thanks and our offer.

REPORTS (👍=ALL GOOD)

YOUTH COACHING



SENIOR SESSIONS

Beach sessions finished. Pool sessions start this Tuesday 8th October.

DONE: (Joel H) — Send membership a push for the pool sessions.

TRAINING & AWARDS

Lifeguard qualification finished. Committee would like to convey our thanks to Andy C for his commitment to running the course to such a high standard.

COMPETITIONS

Interclub surf competition cancelled. Surf England may run it if the conditions are favourable.

FUNDRAISING & EVENTS

The 70th party was a huge success. All 800 tickets were sold. As well as raising money for the club, it was a fantastic community event. The club would like to thank Jamie, Kawita, Mhairi and all the other helpers, volunteers and loaners of kit that made it such a great event.

Drafted a letter to holiday home owners to highlight the work of the club with out of season voluntary patrols suggesting a donation.

St Agnes Hotel Quiz raised £377. Thanks sent to Pete Mitchell.

Trailing a film night in Schooners over winter.

Foamy fancy dress surf comp suggested by member (Matt Smith), committee thought it was a great idea.

TO DO: (Mhari A) — Send email to holiday home owners.

TO DO: (Mhari A) — Ask Matt S to organise and we provide cover.

SAFEGUARDING

Discussion around how the club can be more proactive around safeguarding and having a female deputy safeguarding officer to complement our male safeguarding officer.

Discussion around a pastoral curriculum that involves safeguarding.

TO DO: (Karl W) — Look for info pastoral curriculum around safeguarding.

TO DO: (Karl W) — Signage around safeguarding using SLSGB content.

TO DO: (Joel/Steve H) — Create email comms for membership around safeguarding.

MEMBERSHIP

After the October renewal the membership stands at 785. A percentage of renewals didn't go through first time and this number is likely to rise again once those renewals come through.

FINANCE

£96,542.02 in account.

Waiting to clear are some items from the 70th Party.

Security - £282.76

Booker - £379.63

Audio and Lights - £700

SLSGB - £156 LG Renewals

And a few smaller ones.

Total: £2085.59
Ring fenced - £1000

Total available - £93,456.43

Membership renewals has brought in a significant sum, £45,998 so far with £2119 expected into the account on the 7th. One thing to note is £9159 has failed on renewal. The cost of taking £44255 from card payments is £660 (1.5%).

Finisterre made a donation of £300 as Steve Instance has been helping them out.

Cornish Pizza Co - Tim Barton made a donation of £200 from the pizza wagon at the 70th Party.

Skybar - James has been very generous with the free tent and set up. He has also picked up the tab for various other items which he was going to detail but it amounted to around £800. Includes licences and bins and wages to those working the night.

Cash from the 70th Party BBQ will be collated shortly, and the money pledged during the auction.

All 800 tickets sold for the 70th Party, and after costs the club should have gained approx. £7k to put towards saving lives at sea through training, coaching and equipment for lifesaving.

PREMISES



EQUIPMENT

Discussion around kit for nippers groups. Bigger boards made available for some of the older groups.

TO DO: (Kawita S/Joel H) — Find a list of what would be needed.

LIFEGUARD PATROLS

Kit ordered in preparation for the October half term patrols.

TO DO: (Joel H) — Club to begin rota for covering October half term.

GOVERNANCE & COMMUNICATION

Making our minutes public.

Develop a more regular email newsletter.

TO DO: (Bella/Marlene) — Develop content and structure for email newsletter.

TO DO: (SBD) — To add minutes to the website.

AOB

Add a sponsorship page on website.

TO DO: (Mhari A) — Draft website page.

TO DO: (SBD) — Create web page.

Membership benefits

Suvi Sauna has offered our membership 25% off.

TO DO: (Joel H) — To email membership about offer.

OPEN PROJECTS

NEXT MEETING

Sunday 3rd November 2024.

Any correspondence or matters arising please email to secretary@stagnessurflifesavingclub.co.uk before Thursday 31st November.