

LSKC COMMITTEE MEETING

5TH DECEMBER 2023 7.30PM

182/5 SLATEFORD ROAD

MINUTES

1. Apologies

No apologies

Present: David Simpson (Chair), Louisa Newby (Treasurer), Elaine Martin (Secretary), Neil Black, Clare Eadie, Ian Patterson, Melita Luxton, Roddy MacDowell

2. Approval of Minutes 14th November 2023

Typo Davis instead of David.

The committee approved the minutes from 14th November 2023.

3. Matters Arising DS

Presentation on Information regarding Female Participation

It may be possible to run a female only SKA Award at the end of August/ beginning of September. Alice may be able to do this with Fiona assisting. Mel will contact Alice for dates and liaise with Fiona.

Date of Coaching Forum

The coach's forum is happening on the 14th of December and there have been a number of responses to Ian's e-mail.

Website

David Cuthill sent a link to the committee so they could see his website and he will attend the next committee meeting to discuss his website.

Talks

David will put reminder out about Northwest Passage Talk.

Finance -Bank Mandate

David to be added to RBS Bankline

Louisa will start Bankline Mandate change

Membership

Clare has looked into different membership systems and Membership Mojo looks like it is the most user friendly. The cost will work out around the same as Just Go.

Actions: Mel to contact Alice and Fiona

David to put reminder out about Northwest Passage Talk

Elaine to see if can add David to Bankline

Louisa to start bank mandate change

4. AOB – Talks – Requests for Financial Support

The talk by Alice went well.

LSKC is short of a long lead for the Apple mac which Rod will buy.

It would be good to get another date for a March talk as the Coaching Forum is in December, Trip Planning is January and Mark Agnew is in February.

Russell asked for support for coaching awards. The criteria for support are leadership and safety and LSKC subsidise active leaders to renew first aid qualifications. LSKC also encourage members to undertake associated e-learning so that they can become SKL providers within the club. A discretionary fund is available.

It would be worth discussing how much coaching is linked to training and on how we can serve capacity in the club.

5.Standing Items

Safety NB Summary of SCA Seminar

Neil attended an SCA Seminar a seminar on safety run by the SCA. Safeguarding is protecting vulnerable adults in sport. By the end of 2024 the committee and anyone one doing basic coaching or leading will have to do basic online safeguarding and safety.

This has not yet been communicated to everyone and it was suggested this could be implemented when the new committee start next year. It consists of two hours online and needs renewed every three years. David will put an e-mail out letting members know.

With coaching and leading there will need to be an e-learning about code of conduct and skills will have to be documented. The skills can be verified if no documents are available. First Aid, risk assessment and safeguarding will be necessary and CPD will have to be done and this will have to be in place by 2026.

It is important that members do not overreact and at the moment this is poorly publicised. Roddy will produce a risk assessment sheet on one sheet of paper with tick boxes and share with the committee

Training Subgroup IP

Two First Aid Courses have been arranged for 2024 and a Smash and Bash course. Roddy has a weekend arranged in the classroom for CSA.

Calendar- Trip Planning Meeting 18th Jan

Ivor is looking after the calendar and there is a trips planning meeting arranged in January.

Finance LN

Bank Account is much the same as last time. Some money is owed to David for a boat and Rob Burgess.

Quartermaster ML

A lead is needed for the projector and Mel needs to buy a few bits. Ian asked if he could get a ratchet to help get the trailer into the container and a spare key for the trailer. The committee agreed.

David is planning to do a practical session on how to put things on the roof of your car.

Membership CE

It will be worth notifying members about the new membership system and that renewals for the year will not start until February. It was proposed that the membership be £12 at the moment but expenses may need to be discussed at the AGM.

Action: Clare to notify members about cost/start date
David to notify members about SCA Safety

5. Expenses

Mel composed two different expenses policies and the other committee members gave her feedback. David composed a summary of responses and what decisions were required.

Proposal One: The status quo would remain for led club Paddles (Grade A/ Pathway) but for those prevented from helping because of fuel costs there would be support available.

Six committee members agreed, one was against and David, as chair, did not cast a vote.

Proposal 2: The club will pay an honorarium for ongoing commitment to the pool sessions etc

Seven committee members voted for this and David, as chair, did not cast a vote.

Some thought will be required to ensure all areas are covered and the detail needs to be sorted. David will do this and will be grateful for suggestions.

Proposal 3: That we agree to the travel expenses of coaches being chargeable to participants undertaking courses involving four or more sessions supporting safety and leadership development within LSKC. Neil Black proposed that a session be defined as a half day.

This will be arranged between the coaches and the participants. Necessary accommodation costs can also be included, and the travel expense rate should be no more than 45p a mile.

Five committee members agreed, two abstained and David, as chair, did not cast a vote.

6. Date of Next Meeting

The next meeting will be held at David's house, 12 Dalkeith Street, on 9th January at 7pm.

The meeting concluded at 9.35pm

Elaine Martin
LSKC Secretary