

LSKC COMMITTEE MEETING

Monday 13 April 2026

1	Present: David Simpson (chairing) Neil Black Gerry Mulligan Morva Mackenzie	Michael Wilkinson Mark Hamilton	Apologies: Louisa Newby
2	Minutes of previous meeting The minutes of the previous meeting were approved and will be uploaded to the website. Matters arising: Most of those nominated for honorarium payments for pool contributions have declined. Mark has thanked Neil Hamlet on behalf of the Club for his Practical First Aid sessions and communicated our hope that he would run further sessions. Otherwise see discussion of these matters below.		
3	Post-AGM and New Committee It was agreed that David would email Mark Anderson to thank him for his contribution to the Committee over the last year.		
4	Qualification Data from Paddle Scotland As previously discussed, in order to implement the checks on leader and organiser qualifications that PS require of the Club, the committee need access to up-to-date data on qualifications such as First Aid and CPD. This is not available from existing reports and Roddy had raised this with PS several times, but no satisfactory response has been received. This makes it impossible for the Club or Committee to fulfil the obligations PS are seeking to impose. Given the continuing failure by PS to respond meaningfully, it was agreed David will draft a formal motion to the Board of PS for the Committee to approve and submit.		
5	Committee The biggest immediate gap is someone to co-ordinate and drive the Club's training programme. However, we also need succession plans for Safety and IT. June Findlater has kindly agreed to assist Gerry with Trips organisation. Suggestions were discussed and all to consider and bring ideas to the next meeting.		
6	Committee Aspirations for 2026 The priorities for the new Club year were discussed. Suggestions included: • Trips – this is key and a great start has been made with the meeting in February and the busy calendar already in place. • Website – launching the new website and making it more user-friendly, engaging and useful. • Helping members who lead and organise trips e.g. by getting them together to identify what would assist most, revising/preparing both generic and specific risk assessments. (Neil will review these and pass drafts to the Committee.)		
7	Inductions and Record keeping		

	It was agreed that all new members should be asked to confirm whether they already have the skills covered by the induction sessions (see Induction content document). If they confirm that they do, they may be exempted from completing the process. If not confirmed, they will need to complete the induction. Neil will revise the induction email and send to Morva for inclusion in the new member communication with a view to streamlining the process. Responses confirming that member says they have these skills to be retained in Membership Secretary emails.
8	Storage & Kit There has been no change in the Club's assets. Checks of our Buoyancy Aids are to be carried out. It was agreed that expenditure on boat repairs requested by Rod could be approved by Michael acting on his own discretion, only seeking prior committee approval if the expenditure was considered by him to be significant.
9	Safety Morva and Neil would follow up with a member who had attended pool sessions with PS support and has now requested to participate in trips. Discussion is required about how to maximise safety for the member and leaders/other participants of the relevant trips.
10	PS Finance offering PS are offering clubs financial support to employ people to increase participation. It was agreed that the Club, as an unincorporated association of members was not in a position to employ anyone so would be unable to apply for this funding.
11	AOB Neil will attend a meeting organised by Berwickshire Marine which will include discussion of new offences of recklessly disturbing marine life and the implications of this for Club activities. He will then report back.
12	Next Meetings Future committee meetings are planned to be held on: • 18 May 2026 (Morva's) • 13 July 2026 • 24 August 2026 • 5 October 2026 • 30 November 2026 • 11 January 2027 The 2027 Trips meeting will be on 18 February 2027. The 2027 AGM will be on 25 March 2027.

Summary of Actions		
1	Thanks to Mark A	David
2	Motion to Board of PS re qualifications and CPD etc	David
3	Committee Roles Suggestions for members to take on Training Programme and act as successors on IT and Safety.	All
4	Helping Organisers and Leaders of Trips • Neil to review generic and specific risk assessments	Neil

	Plan a meeting of leaders and organisers of trips.	All
5	Training & Induction - Neil to revise email re inductions so that can be sent to all new members asking them to confirm skills. - Morva to use this in new member communications and to keep replies in Membership secretary emails.	Neil Morva
6	Safety Neil and Morva to have discussions with member about assistance required to participate on trips and consider how this might be accommodated without unreasonable pressure on leaders/fellow participants.	Neil & Morva
7	Storage & Kit: Michael to report back on checking Club buoyancy aids	Michael