

LSKC COMMITTEE MEETING

Monday 24 August 2026

1	Present: David Simpson (Chairing) Gerry Mulligan Neil Black Mark Hamilton Attending: Tom Hodson	Apologies: Morva Mackenzie Louisa Newby Michael Wilkinson
2	Welcome Tom has offered to help Morva with memberships and was welcomed to the meeting. We hoped that, after the meeting, he would be willing to join the Committee.	
3	Minutes of previous meeting The minutes of the previous meeting were approved and will be uploaded to the website once the Minutes page is available. Matters arising: See discussion below.	
4	Membership management With Tom's help, Morva and Michael will continue to work on simplifying the membership process. At last meeting it was agreed that the process will be amended so that applicants need to submit the completed induction response when applying, not as a second step after application acknowledged. Michael to confirm if amendments to the induction form and website to combine these steps into one have been implemented. We continue to face difficulties checking relevant qualifications on PS JustGo system. To be valid, leaders and coaches also require up-to-date First Aid, Safeguarding and CPD but there is still no single report that can provide this information despite PS previously acknowledging need for this.	
5	Inductions The Pool sessions start in November. In meantime, David has three induction sessions planned with aim of 1 per month (August, September and October). Dates to be sent to those interested/required to attend induction. The dry land sessions are proving particularly useful.	
6	Tuesday evening sessions Louisa has done a great job in organising these sessions. With shorter evenings looming, the sessions will end in early September.	
7	Training No-one has yet volunteered to help co-ordinate the Club's training. All to keep seeking volunteers. David to find a suitable date for the proposed meeting of coaches, leaders and aspirants which had been deferred until October. The objective remains to get these members together, discuss what works and what doesn't, and establish how the Club can assist in coaching and leading. Once date found, David to email members.	

	Nick Evens has offered to run further lumpy seas/advanced water sessions. David will coordinate with Nick Evens to run such sessions. Neil and Chris may also be able to run sessions at Dunbar up to 24 October. David to speak to PS about having some of our training sessions recognised as CPD. David will arrange winter talks to start in the Autumn! These will include a Trip Report evening and the usual trip planning meeting.
8	Kayak Storage and Club Equipment David will highlight the availability of storage at Swanston in his next communication. Also to be highlighted on website. Rod to be given go ahead for repairs to boats and equipment. Michael has authority to approve but easy to forget if he is not around. David to respond to Rod on current repairs.
9	Finances Louisa is still in the process of chasing up storage arrears and sorting queries. David will assist in resolving a couple which seem deadlocked. Louisa had also reported that Club finances are healthy.
10	Website Michael and Chris Wilkie are continuing work to resolve website issues. All recognised need to have a plan for the website as it creates a lot of work for Michael and continues to cause difficulties. We still want to enable members to provide a short paddling bio for other members to see. They would retain the ability to update and edit themselves so no further specific consent should be required.
11	Trips Gerry reported that trips continue to go well with a lot of activity. Leaders are not coming forward for the bi-monthly Club paddles in the numbers hoped despite there being suitably qualified members. The result is that Gerry and a few others are taking on the burden of these. This could be addressed at the proposed Coaches and Leaders meeting. He is planning a club picnic for 20 September. All to publicise.
12	Safety Neil had circulated his updated General Risk Assessment and Specific Trip risk assessment in advance and, subject to minor points, agreed these should be uploaded to website as soon as amendments made. This would include a recommendation that the designated shore contact be included on emails organising trips. Gordon Barton has offered to arrange an LSKC visit to Aberdeen Coastguard. Mark will respond to him to accept the offer following which Mark and Neil will make arrangements.
13	AOB None
14	Next Meeting The next scheduled committee meeting will be on 5 October (Gerry's).

Summary of Actions		
1	Memberships: - Michael, Morva and Tom to continue efforts to simplify membership process. - Michael to confirm whether induction form and website amendments implemented (to require completion of form as part of initial application, not a subsequent step). - David to publish fixed dates for inductions over rest of summer.	Michael, Morva and Tom Michael David
2	Finances Louisa is continuing to chase storage arrears. David will assist where unresolved issues.	Louisa with David
3	Training - All to explore who would be able and willing to help co-ordinate aspects of the Training Programme, and also anyone to act as successors on IT and Safety. - David to arrange date and venue for meeting of coaches and leaders around October. - David to liaise with Nick Evens on further lumpy seas sessions. - David to seek recognition of our training for PS CPD purposes	All David David David
4	Storage David to highlight opportunity to store boats at Swanston. Also to be done on website.	David Michael
5	Trips Gerry organising a Club Picnic for 20 September. All to publicise.	Gerry and All
6	Website Michael resolving website issues. Agreement required on plan for wider fixes.	Michael and All
7	Safety Finalised generic and specific risk assessments and example beach briefing to be published on website. Mark to contact t Gordon Barton about a Coastguard visit and then to arrange with Neil.	Neil and Michael Mark and Neil