

**Minutes of AOAC Committee Meeting  
Wednesday 17<sup>th</sup> March 2010 – 8pm**

**Present:** Richard Hiscoke (RH), Roland Allen (RA), Ali Hobbs (AH), Nick Walker (NW),  
Carrie Stone (CS), Liz Catchpole (LC), Richard Simms (RS), Richard Silsby (RSil)

**1. Apologises:**

Received from Alex Gibbons & Phil Taylor

Action

**2. Review of minutes & outstanding actions**

**Feedback from AOAC membership**

The questionnaire, approved by the Committee in December 2009 not yet circulated. LC & AG to circulate to membership.

LC/AG

LC to source costs for a glossy poster (A4 size) x 50 posters. LC to put an article in the next newsletter. Ongoing.

LC

**3. Update on Accounts**

RS provided an update on the accounts.

It was agreed that Susie would be asked to audit the accounts again. CS to contact Susie.

CS

**4. BMC Membership**

RS advised that Associate Membership was £250.00 per annum. The decision was taken not to renew the membership but if Royston Smith put together a case for the membership, then the Committee would look at it again.

**5. Discounts with Nomad**

SG advised that Nomad (travel shop on Park Street, was offering the club a discount & would put up posters & host speakers. NW suggested that a 20% discount would be offered to Committee Members & AOAC activity members.

RH to send SG a discount voucher letter.

RH

Ian Harding has also negotiated a 10% discount at Zerog.

**6. Training Applications**

**BCU Coaching Level 2**

Mark Athay applied for the BCU Coaching Level 2, which had been approved at the last meeting but unable to undertake due to illness. Mark has submitted his application & applied for an upgrade for membership. Also applied for the Coaching Level 2 = open canoe assessment - £260.00.

The Committee felt that all the courses were essential to the club & approved 50% of his overall application but was dependant on him passing the previous course, which he could claim back in 10 instalments.

RH to email Mark with approval.

RH

**Sailing First Aid Training**

Rachel Dunn has volunteered to organise the above mentioned course at City of Bristol College within the next 2 months. The Committee approved this training, which would be taken back over 3 instalments'

### **Level 1 Mountain Biking Leadership Qualification**

Julia McIntyre applied for Level 1 Mountain Biking leadership qualification. JMcI already booked on the CTC course with Young Bristol from 19-21st March - cost £279. Committee approved this course – 50% of the cost + 5 trips.  
CS to contact Julia.

CS

### **7. Wednesday Pub Nights – AGM Debate**

Following on from the AGM & the suggestion that an alternative venue is found to the Llandogger Trow who is happy to accommodate the club.

RS to take on the role of looking for an alternative venue, & to look at the regularity of the Wednesday night.

NW suggested moving the Committee meeting to another venue but it was decided that the Committee should be close to where the club met.

RS

### **8. Charity Night - Bollywood**

RS stated that he had received an email from Sam Gaudian explaining her chosen charities for the charity night; One Candle Project & Bishopston Kappam Link, educational charities set up in Southern India by a Bristol resident.

The Committee approved the charities for the event.

RS to contact Sam re approval for the charity.

RS

### **9. Any other business**

NW advised the Committee that he had received an email from Keith Chant requesting amendments to be made to the Health & Safety Policy in that there should be a distinction between leader & organisers.

Organisers “do the paperwork”

Leaders “organise the event”

NW to look at the wording in 2.3 of the H&S policy to read:

“In advance of an activity, the Activity Organiser or Activity Leader will provide . . . . .

The amendments were proposed. NW to report back at next Committee Meeting.

NW

It was also highlighted that Aj & Maurice become more involved with the Risk Assessments as Activity Organisers.

CS advised the Committee that the Isles of Scilly trip may have to be cancelled due to limited numbers booking on the trip. CS stated that a decision whether to cancel would be made within the next couple of weeks.

CS

SG advised that a stores audit & safety check would be carried out on 10<sup>th</sup> April 2010 at 10.30am.

It was proposed that a special thank you would be made to Keith Chant at the next Committee Meeting.

RSilby advised that the Canoe store needed some work done on it. Container 1 needed to be painted & a new door welded on it. He also advised that a new lighting system needed to be installed which would cost £300.00. It was agreed that dates would be published on the website for members to join in with the refurb.

### **10. Date of next meeting**

28<sup>th</sup> April 2010

RH to email Committee (old & new) to the meeting & meal

RH