

# DONCASTER ROWING CLUB

## AGM Minutes

**Date of Meeting :** 6<sup>th</sup> December 2016 at The Mount Pleasant Hotel

**Present :** Adam Manson, Sue Fisher, Carol McGlone, Deborah Webb, Richard Harpum, Brian Oliphant, Heather Whitnall, Alan Whitnall, Philip Haigh, Ryan Bywater, Helen Jones, Tom Hoskins, Dave Rumble, Dave Maxfield, Lewis Hicks, Adrian Taggart, Hull University x 4

**Apologies :** Lyn Taylor, Rick Rolt, Dave McGlone

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### **MINUTES OF LAST MEETING**

Proposer: Brian Oliphant

Seconded: Adam Manson

### **MATTERS ARISING**

It was noted that payment had not been received from Hull for the lost engine.

It was noted that a fund raising meeting had not yet been arranged due to AM having been on holiday.

### **CLUB CAPTAIN REPORT**

This year I am moving away from my usual format in my report to the AGM and start by thanking those of you around this table for the outstanding work that you all do to ensure we continue to deliver rowing to the Doncaster Community and youth within our region.

All of you are volunteers, give inordinate amounts of your time to ensure that Doncaster Rowing Club remains a vibrant, safe and healthy club.

Our Club's motto of 'Rowing for All' is achieved each and every year thanks to you. You are the winners as we continue to offer the sport of rowing to all-comers in our area.

Doncaster Rowing Club and Doncaster Schools Rowing Association measure of success could be judged on the basis of results from competitions but I do not believe this is our main measure of success.

Yes we may have achieved and been ranked the second highest of schools and schools associations for the second year running but as Club Captain I take a great deal of pride in how we deliver rowing to the youngsters and bring them forward as competent rowers.

This I believe is the grass roots of Doncaster Rowing Club and what drives us forward.

We lost our Doncaster Community Coach in Dan Fisher from last year's Lottery Grant so, we were left to pick up the pieces and continue to develop the Club. I am extremely pleased to report that the momentum in our junior development has not diminished in any way, shape or form and we have the following members to thank for this namely Adrian Pogmore, Carol McGlone, Lyn Taylor, Dave Rumble, Rick Rolt, Sue Fisher, Tom Hoskins, Alan Whitnall, Adrian Taggart to name a few but to all those other members and parents who have helped unselfishly in this area. Thanks to all of you because without your help we would surely have floundered.

Well done to all of you, we still have a good story to tell at Doncaster and should be very proud of our achievements.

Whilst we continue to flourish we are extremely short of coaches and volunteers and I ask that any of you here tonight that would like to help, come forward and offer your support. It would be gladly received.

A number of successful events worthy of a mention as follows:

- South Yorkshire Head – a record number of entries this year and we had to again close the entry application. Good weather helped make this even more successful than usual and an event that boosts our financial situation.
- Doncaster Regatta – another successful event with a huge increase in participating crews and another event that boosted our financial status.
- Doncaster Rowing Club Annual Dinner Dance, although down on numbers from previous years, we look to our members in supporting this very important event. The monies that we bring in go directly to pay for the insurance of our Fleet. Please get the word out this year and support this with numbers. It will be held at Mount Pleasant Hotel on Saturday 28th. January 2017.
- Additional boats bought in to enhance our ever growing Fleet. Our boats pick up the most admiring of comments for their good condition and excellent racing colours.
- The British Indoor Concept Rowing Championships where we came away with 4 champions but I will let our Performance Coach give more details on this.
- Our continued involvement with Hull University Rowing Club in supporting them by allowing them to use our facilities. They would not have a rowing club had we not offered our services to them.

Again this is the only official chance I get to single out some of the following members for their contributions throughout the year.

Again I ask Dave McGlone to receive individual recognition from the Club for the outstanding work he does to keep our fleet of boats up to the standard we all so readily take for granted. For those of you who don't know but Dave works tirelessly on the repair and maintenance of our boats and their condition is the envy of many Clubs.

I/We come along and wreck the boats and Dave McGlone comes to our rescue time and time again and fixes them! My personal thanks to you Dave and on behalf of the Club would you all please show your appreciation.

To our individual Ladies and Men's Captains/Vice Captains, namely Carol McGlone, Sue Fisher, Alan Whitnall, Rick Rolt, Junior Captains Sarah McGlone and Liam Baker who all spend an inordinate amount of time at the boathouse organising crews and keeping the day to day business of rowing such a smooth operation. Without their help it would make my job impossible. Well done all of you.

Phil Haig for driving the truck/trailer to and from numerous events and those other drivers which has been a huge help to us. Thanks to all of you.

Rick Rolt and Dave Rumble for their efforts with our 'learn to row' programme – well done. To Heather Whitnall for the excellent support as secretary (a position she holds with excellent skill) and her organising of the catering/kitchen at our events and to the ladies who give their help. Well done all of you.

To Mount Pleasant Hotel for their endless support with the truck/trailer as without this we would not have succeeded as much in competition around the various Regattas and Head Races through the year. They also support our Annual Doncaster Rowing Club Ball. Thankyou Richard McIlroy and his team.

To the Management Team, most of you sitting round the table this evening, for your tireless effort and support to me as Club Captain in the running of the Club. Thank you. The trouble with singling out people for the work they have done to ensure Doncaster Rowing Club is the success that it is; one may forget to mention a particular individual. To this I address it by saying that all those members who commit their voluntary time and effort to the benefit of the Club, I pass my sincere thanks to them.

I finish again on one of the most encouraging comments I continually hear about, not only our well turned out boats and eye catching racing colours but Doncaster Rowing Club friendliness shown within the Club especially to visitors and new members who join us. Please let us not lose sight of this because it is for this reason that Doncaster Rowing Club and Doncaster Schools Rowing Association reputations have been so deservedly achieved.

Our aim still remains to continue building on the fine work that has been achieved so far and we will strive to improve the competency skills in rowing and sculling at all levels in the Club, to get fitter and stronger but most importantly for everyone to enjoy their rowing. Thank you all once again for the support you have given me in my tenth term as Club Captain. My aim is always to drive the Club forward in a friendly and competitive manner and I believe we have achieved this and more through this past year. Well done to all of you.

Adam Manson  
Club Captain

## **MENS CAPTAIN REPORT**

It has been 3 years now as men's captain and time has passed by so quickly. I feel it is now time to pass on the baton to someone new and for them to decide the direction the men's section needs to take.

During my time as captain we have increased the membership considerably to such an extent it was causing issues during training with the availability of equipment. The consequence of increased membership was an increase of rowers participating in competitive rowing. We enjoyed some success on the rostrum notably at Lincoln in the eight in 2 divisions. But more importantly all rowers actively taking part enjoyed the experience whether they won or not.

A special mention goes to Pete Jones who was asked to compete in trying to break a world record rowing event and succeeding in breaking the world record. At 71 I feel he now has an advantage in keeping this record for many years to come because anyone mad enough to try this at that age deserves the success. This was all achieved by having a policy of inclusion and participation. We actively encouraged newcomers to get involved and support them through the process of competing while learning and improving their rowing technique.

This policy and process sold the club to new members in which made them feel part of the club all for £20 a month and good value for their money. In recent months, the men's section has split into two sections, one section forming the men's performance and the remaining group forming the general rowing section.

The positives to this are performance levels increase dramatically, but the downside is it increases the pressure on the remaining men when newcomers arrive. This has the effect of reducing the effectiveness and pleasure of their rowing.

The membership fees remain the same for all and caution needs to be exercised with this policy as early indications show a reduction in membership within this group and diminishing our success with member numbers.

On reflection, I would like to remind the committee that success can be measured in different ways. My leadership based on inclusion measured success in the membership size and the security this brought the club in income received.

Overall I have enjoyed my time as captain and the experience and feel I have attained a positive outcome. I wish my successor all the best for the future and pass on a men's section in a strong position, I will offer my assistance if needed to make Doncaster rowing club move forward in a positive direction.

Finally I remind everyone that Doncaster is renowned for being an open friendly welcoming club that offers rowing for all.

## **WOMANS CAPTAIN REPORT**

Report presented at AGM – awaiting hard copy.

## **SAFEGUARDING OFFICER'S REPORT**

DW stated that we were fortunate to belong to a club with so many willing volunteers and that the current coaching climate has put sport coaches in the spotlight.

DW reiterated the Safeguarding Policy and explained why the policy guidelines must be followed. The role of Welfare and Safeguarding officer can at times be difficult but that by following the guidelines laid out in the policy there is great potential to protect every one of DRC / DSARC members.

Any issues should be emailed directly to DW and not be up for discussion within or out with the club as this has the potential to aid and cover issues of a safeguarding nature. DW also advised that no one should coach/escort juniors without having had a DBS check. This does at least follow British Rowing / UK guidelines.

DW requested an up to date members email list so that the policy and any advice regarding welfare can be passed on appropriately

## **JUNIOR SECTION**

I would like to start this year by congratulating all our athletes new and not so new, for their performances last year all our wins managed to make Doncaster Schools' RA the 2nd most successful School / Schools' Rowing Association in the country. This is the second year we have running we have achieved this and shows the clubs depth of talent. Well done to you all.

Again as last year I will start my thank you by thanking Richard McIlroy and the Mount Pleasant Hotel for their continued support for the juniors, their support has enabled us to attend 28 events as well at 2 National Indoor Rowing Championships plus various camps / trials during the past 12 months.

I would also like to thank Phil Haigh, Dave McGlone, Wayne Middlebrook and Adam Manson for trailering the boats to and from these events without your help we would never have raced anywhere this year. I cannot thank the trailer drivers without also thanking those who have gone shotgun on to all these events.

A thank you also need to be said to Mel Cawthorne and Helen Pogmore who manage the Junior seat fees account and make sure every event is paid for.

I also need to thank our Junior coaches Lyn Taylor, Carol McGlone and Dave Rumble for their continued hard work, as well as the parents, who have volunteered to help out with the juniors during the past 12 months.

As I said we have attended 28 events on the water this year and the junior section have achieved 53 wins from these events. We also had Gold medals at British Rowing Indoor Championships Sarah Beevers won in the WJ16 event with a distance of 1717m in 6 minutes and Sam Turnill won the J13 event with a distance of 892m in 3 minutes, We also won a Silver medal from Owen Crawford in the LTA 1K event, Owen finished with a time of 3:12.3. 1 month later Sarah won Gold at the English Indoor Rowing Championships with a 2K time of 6:59.2. Sam Also collected a gold medal with a 5minute time of 895m Sam has continued his great indoor performances by setting a new J13 British record. Sam's new J13 National Record is 923m in 3 minutes. Also winning a medal at the English indoor Championships was Luke Shillito who won a silver medal in the J12 category with 531m in 2 minutes. I would like to congratulate our winners as well as those who competed but did not necessarily win.

This year we had 6 crews competing at the Junior Inter-Regional Regatta and 2 Rowers competing at the British Junior Rowing Championships in the new J14 Omnium event. We also had 2 crews competing at the National School's Regatta, showing that we are starting to get some depth into the talent we are producing.

The junior membership has remained fairly static over the past 12 months and we currently have approximately 65 junior members from new beginners to the performance group. This year also saw more of our athletes leave to go and Study and Row at College and university where they are continuing to progress their rowing and academic careers, I would like to wish all of our leavers this year all the very best and I know we will be seeing them back at the boathouse during the holiday seasons.

This shows our junior section is continuing to go from strength to strength and I look forward to reporting more success next year.

## **TREASURERS REPORT**

The accounts for 2016 are from January until the end of October.

A summary of the Profit & Loss statement is below:

	<b>2016</b>	<b>2015</b>
<b>Income</b>	<b>£</b>	<b>£</b>
Subscriptions	17,228.00	16,696.00
Donations Received	250.00	624.00
Grants Received	1,400.00	0.00
Dinner Dance Income	7,099.00	7,599.00
Fees Received	0.00	196.50
Race Income & Entry Fees	2,345.00	966.00
Trailerage Fees Received	635.00	362.00
Insurance Claims Received	0.00	0.00
Training Courses & Camps Income	1,415.50	1,920.00
Equipment Sales	0.00	0.00
Other Income	80.00	46.00
<b>TOTAL INCOME</b>	<b>30,452.50</b>	<b>28,409.50</b>
<b>Expenses</b>		
Equipment Purchases - Boats	10,284.00	0.00
Equipment Purchases - Oars & Other Boat Parts	4,877.52	4,151.35
Equipment Purchases - Training	101.98	52.92
Equipment Purchases - Boathouse	0.00	366.06
Repairs & Maintenance - Boats	2,856.00	976.52
Repairs & Maintenance - Equipment	0.00	291.93
Repairs & Maintenance - Boathouse	120.00	0.00
Purchases - Boathouse Supplies	1,122.43	1,143.23
Purchases - Food	0.00	0.00
Boat Licences	732.48	720.96
British Rowing Affiliation Fees	888.80	691.50
Coaching Fees	645.77	0.00
Training Costs	487.00	2,660.00
Race Entry Fees	0.00	60.00
Travel & Trailerage Expenses	584.08	0.00
Head of the Don Expenses	1,796.70	991.95
Other Regatta Expenses	78.75	0.00
Insurance - Boats	16.50	0.00
Insurance - Other Equipment	0.00	0.00
Insurance - Sports Liability	0.00	482.00
Donations Made	600.00	577.21
Miscellaneous Expenses	21.00	109.20
Dinner Dance Expenses	4,918.80	4,822.00
<b>TOTAL EXPENSES</b>	<b>30,131.81</b>	<b>18,096.83</b>
<b>NET GAIN/LOSS</b>	<b>320.69</b>	<b>10,312.67</b>

The membership subscriptions increased by 3% over the same period last year and the total income by 7%, mainly boosted by a grant from Sport for Change and race entry fee income, notably from the South Yorkshire Head. This excludes some income due from British Rowing for the Head of the Don, for which all the expenses have been paid.

Expenditure increased by 66%, mainly due to the purchase of a new quad (£10,284).

Without this, the increase was 10% over the same period last year, mainly due to higher

boat repair costs and increased Head of the Don Expenses (due to the larger event this year). The main item of expenditure still due in the year is for boat and property insurance, due in December, and expected to be over £5,500.

The overall gain for the year-to-date was £320 and is likely to be a loss once the insurance is paid.

The cash position remains fairly healthy, with £15,248 in the DRC account and £6,011 in the DSRA account. However, we need to continue fund-raising efforts and also consider increasing subscriptions in order to fund our ongoing activities.

Richard Harpum  
Treasurer

5 November 2016

## **SAFETY OFFICER REPORT**

I am pleased to report is that we have yet again completed a safe year with no major injury to personnel. People matter more than equipment and we do an excellent job on Safety of Personnel in general at Doncaster Rowing Club.

Each year I try to emphasize an area where I believe improvement can be made and with this in mind I would say that we are not looking after our boats and equipment as best we could. Too many incidents of hitting obstacles in the water causing severe damage to the boats, some requiring complete rebuilding or renewal. This is a huge drain on our finances and we must aim to eradicate these collisions.

Rule of thumb here is to look over your shoulder on every sixth stroke and ensure the river is clear of obstacles or other boats. Each and every time you go out on the water these hazards can appear from nowhere. Proving the river is clear on your first transit up to Sprotborough Lock and then the run down to Marshgate Lock will also go a long way in ensuring no hazards are present in the water. If you come on a hazard please let the safety launch driver/coach know so that we can remove it. In addition please put a notice on the board that such a hazard exists.

Getting into and out of boats the correct way is another area where I see that improvement could be made and I ask coaches/captains to ensure this is given better attention. Practice it correctly on every outing.

Can I again emphasize the need to shout out if you see a boat on the wrong side of the river. Numerous times it has been noticed that people will not shout out and as such end up colliding with the other boat. You need to make others aware if they are not transiting on the correct side of the river - it does not matter if the crew are competent or not, make sure you shout out and avoid any collision.

This is my 11th. year as the Club's Safety Advisor. It is impossible to be present at every outing and I am extremely encouraged by the help I get from other Club Members in making decisions on safety related matters suffice to say that we have it adequately covered at all times.

Let me remind you that it is very easy to come down and cancel rowing due to adverse weather, poor visibility or bad river conditions but quite a different matter to make a sensible judgement on whether rowing is safe to be carried out or not. We take no risks in this decision making process.

The Safety Rib and outboard motor has been involved in a number of rescues over the year and is a huge improvement in ensuring our safety is adequately covered during our water activities. With the increase in numbers on the water we must ensure that we have immediate cover to respond to capsizing or rowers getting into difficulty during these outings. We have an additional rib and outboard motor which is much smaller and lighter to get on/off the water and this will make it easier to cover the beginners around the landing stages.

Good to see that we keep our capsizing record ticking along and as I have indicated before I consider this as part of the quick learning process in becoming a competent sculler/rower. We do not issue incident reports for these capsizes.

Continuous tree trimming on the river bank is necessary to remove hazards overhanging the river and we will continue to take action where necessary to keep the river safer for

transiting. Crews must continue to slow down as they come past the landing stages due to the increase of new beginners that are using the water in this area.

We have been fortunate this year with the lack of flooding of the river and believe we only had to cancel rowing on one or two occasions. High winds do cause us some cancellations and we must continue to police this with a high level of safety priority.

The rule of thumb in determining whether the river is safe to row remains as follows:

- Actual height of the river – if both landing stages are covered with water then it is considered not safe to go on the river in any boat. This will be determined by inspection and a final decision made whether safe to row or not off the centre concrete landing stage.
- Rate of rise of the river level – heavy rainfall can dictate if the river is too high and running too fast and therefore not safe to go on the river.
- Current flow of the river – again usually coupled with the heavy rainfall and not safe to go on the river.
- Amount of debris flowing past the landing stages – this debris can easily damage the hulls of the boats and not safe to go on the river.

We will continue to display on the board as you enter the boathouse giving the river condition and whether rowing is allowed or not.

**Some safety items worthy of note are summarized as follows:**

- Damage to oars – Please continue to turn your blades over as you come alongside to avoid any further scuffing damage to the back of the blades.
- Having the Safety Launch on the water at all outings - this is essential for Safety and must be adhered to at all times especially with novice rowers on the water.
- Throw bags with safety lines to be on hand at every outing on the water. Please ensure we have at least two in the vicinity of the landing stages at all times.
- Damage and faults on the boats - Members are required to bring to the attention of our Boatman any faults or damages found with the boats. If we don't know what is wrong we can't fix it. Please write on the board outside the safety strong room any defects or faults that you come across such that we can fix them.
- General cleanliness of the boathouse - we are very poor in this area. Clean up after you, wash up your cups and dinner plates, clean out the toilets, sweep out the boathouse, leave buckets empty and sponges rinsed out etc. – all these domestic chores need to be done and don't expect others to clean up after you.
- Hygiene and wiping down of the ergos and weights machines, mats etc. – again the same applies to do it yourself and not expect others to do it for you.
- Changing rooms and toilets - keep them clean and use them, do not leave bags lying around the workout areas.

- Flip Flops are banned for use when carrying boats into and out of the boathouse. This type of footwear is extremely dangerous and easy to trip. Not only can you damage your feet but it may cause damage to the boats. Bare feet are not allowed either as you can easily cut your feet and be infected from the river water which can carry many diseases. Flip Flops are also banned in the gym.
- Do not leave shoes on the landing areas or steps. Do not step into boats with your shoes on either and make sure when you step into the boats that you place your foot on the supported frame - do not step on the hull skin, you will severely damage the boat. Make sure you get into/out of boats in the correct manner.

I repeat the same message as I give each and every year with my approach to Safety in Doncaster Rowing Club, not to wield a heavy hand, but in emphasizing that we must pay close attention to each and everyone's safety overall. If you see something being done unsafely then report it and action will be taken. Let us eliminate any unsafe condition.

All members are required to adhere to good safe working practice at Doncaster Rowing club no matter what the situation. We aim for everyone to get full enjoyment from his/her rowing but in a totally safe environment.

Finally my thanks go to the Ladies, Men and Junior Captain's, the coaches and numerous parents for the help they have given on safety related matters throughout the year to ensure that Safety at Doncaster Rowing Club is not compromised in any way.

Adam Manson  
Safety Advisor  
Doncaster Rowing Club

## **MEMBERSHIP SECRETARY**

Adult membership currently stands at 77 fully paid members. There are possibly a further 10 members for whom payment is due. These are new rowers and it is not clear if all these have continued to row, others are in the process of setting up payment. There are also 65 paid up junior members and 4 Student members. There have been an additional 10 new adult members and an additional junior member. It should be noted that these figures are based on October's accounts and there may be new members who have yet to set up payment for membership.

The management committee has resolved that membership subscriptions should increase for 2017 but that any increase in subscriptions should be raised at the AGM. Current membership rates are lower than many clubs who have more limited facilities. In order to maintain facilities it is necessary to increase subscriptions on a regular basis. The AGM is asked to consider an increase in subscriptions.

I would suggest that any increase should not take place until 1 March so as to allow sufficient time to inform members of any increase and for any standing orders to be altered. I would also ask club captains to assist in making sure members increase their subscriptions. It is club policy that those who are not paying the correct rate should not be allowed to use facilities at the club or be entered into any events. Club captains are asked to enforce this policy in fairness to other members who pay the correct amount.

## **BOATHOUSE MANAGER'S REPORT**

Apologies received.

## **HULL UNIVERSITY CAPTAIN'S REPORT**

### Membership:

- 80 paid members of HUBC
- 45 people to pay DRC

### BUCS Indoors - 19th November 2016:

- Won Women's Fresher's 1k
- 3 Fresher Boys in top 6 in 1k
- Fastest Fresher Men relay

### York Small Boats - 20th November 2016:

- Won men's novice 4 category

### White Rose Head – 3rd December 2016 (BUCS Event):

- Won fresher 8's category by 44 seconds, against Uni's from Liverpool, Manchester, Sheffield, Lancaster, York and Leeds

### Engine:

- Invoice has been passed to our union's finance department to be paid

### DRC fees:

- Expecting 45 people to pay - aiming to be paid by the end of or semester (16th December), treasurer is having to chase up the last remaining people this week.

## **ELECTION OF OFFICERS**

Following the resignation of the Men's Captain, new officers have been confirmed for the role of Mens Captain and Mens Vice Captain. All other officers remain:

CHAIRMAN - BRIAN OLIPHANT

CLUB CAPTAIN - ADAM MANSON

MENS CAPTAIN - ALAN WHITNALL resigning from office

Rick Rolt has agreed to take up the role as Men's Captain. Rick Rolt is the current Men's Vice Captain.

MEN'S VICE CAPTAIN – RICK ROLT resigning from office.  
Brian Smith has agreed to take on this role.

LADIES CAPTAIN - CAROL MCGLONE

LADIES VICE CAPTAIN – SUE FISHER

JUNIOR CAPTAINS: To be filled

SECRETARY - HEATHER WHITNALL

TREASURER - RICHARD HARPUM

BOATHOUSE CO-ORDINATOR - LYN TAYLOR

SAFETY OFFICER - ADAM MANSON

BOATMAN - DAVE McGLONE

MEMBERSHIP SECRETARY - MARTIN ELLIOTT

PUBLIC RELATIONS / WEBSITE CO-ORDINATOR - LEWIS HICKS

JUNIOR DEVELOPMENT OFFICER - ADRIAN POGMORE

CLUB WELFARE OFFICER/SAFEGUARDING OFFICER - DEBORAH WEBB (supported by Adam Manson)

## **SUBSCRIPTIONS**

It was voted 11/6 that subscriptions increase to be discussed at next committee meeting.

AM to consult with ME re current membership numbers.

It was agreed that any increase in subscriptions would not start for Hull Uni members until the start of the next academic year.

AT suggested that subscription increases to be implemented every 2 years

AM to investigate membership prices at other clubs

## **ANY OTHER BUSINESS**

1. It was noted that the standard of the DRC waterway was worse since the Canal and Rivers Trust taken over – AM will continue trying to build relationship.
2. Ryan Bywater to obtain high-vis spray paint to mark obstacles in the river.
3. New Board to be displayed on outings board to highlight obstacles in the river.
4. AM to display copy of British Rowing new 'Row Safe' guidelines on the safety board.
5. RH to provide DW with updated membership email addresses.
6. It was requested that any safeguarding concerns to be reported directly to DW to prevent rumours.
7. HJ requested that parents need to be aware of junior protocols in relation to clothing, reporting concerns and issues etc. DW to display updated safeguarding Policy in the club house.
8. RH is seeking a volunteer Deputy Treasurer. AM to approach Blane Beevers and report back to Committee.
9. AP to forward Junior Co-ordinator job description to DR. Copy of Junior Co-ordinator job description to be brought to next committee meeting with a view to breaking the role down.
10. AM informed the meeting that DRC had successfully passed the British Rowing Safety Audit.
11. It was agreed that a £3 trailer fee will be introduced for students.

## **DATE AND TIME OF NEXT AGM TO BE AGREED**