

SUSSEX YACHT CLUB
MINUTES OF THE MEETING OF THE MAIN COMMITTEE
Held on Monday 17th March 2025

Meeting begun at 19:00

Actions	Actioned By	Deadline
Implement the new outrigger affiliate membership as per the agreed terms.	JEB	April/May Meeting
Provide budget holders with the KPI template and guidance for submitting budget figures by 17th May	AT	April/May Meeting
Finalise the insurance arrangements for training and Sailability activities.	KH	April/May Meeting
Request the travel hoist supplier to provide costings quickly so it can be considered as part of the budget process	RS	April/May meeting

	Title	Name and Initials
Present	Flag Officers	Robin Stevenson (RS) – Commodore, Sue Large (SLa) – Vice Commodore, Chris Hawkes (CH) – Rear Commodore, Neville Blake (NB) – Rear Commodore ,Aidan Tuckett (Treasurer)
	Directors	Martin O’Sullivan (MO),Terry Kinch (TK), Dave Lee (DL), Yvonne Campbell (YC), Giles Weston (GW), Gemma Hawkes (GH), Kevin Headon (KH), Jon Elleman-Brown (JEB)), Kevin Knight (KK) , Anne Gisby (AG), Erika Peck (EP)
	Ex-officio	Tim Leigh (TL) – Secretary, Ruby Alabone (RA) – Minute Secretary, Paul Fisher (PF) – General Manager
Apologies	Directors	Des Silverson (DS)
Absent	Directors	

1. Apologies and Absences

Formal apologies received from I.O and D.S. K.H was initially noted as absent but joined the meeting shortly after commencement. The Commodore, R.S, confirmed the meeting was quorate and could proceed with the agenda.

2. Declarations of Interest

No specific declarations of interest were raised during this section of the meeting. The Commodore reminded members of their ongoing responsibility to declare any potential conflicts that might arise during discussions.

3. Dinghy Section Report

In the absence of I.O, a brief report was provided by K.H. He highlighted an expenditure of £300 for changing room doors, explaining the installation was

driven by safeguarding requirements from Lancing College. Results from the winter dinghy series were reported to the Board.

4. Previous meeting – Adoption of the minutes

Proposal: Adoption of February Board Minutes

Proposed: Commodore. In favour: All. Against: None. Abstained. SLa

Significant discussion occurred regarding the new AI-assisted minute-taking process. Members were encouraged to speak clearly, state their names, and avoid talking over one another to assist with accurate transcription.

5. Matters Arising and Actions from Previous Meeting

The committee commentary reviewed outstanding actions, including the proposal for county/group membership for remote outrigger clubs and the ongoing review of the safety policy document. A working group established to examine the future of bar and Stow's reported initial meetings had been conducted, with proposals likely to be drafted in a few months.

6. Keelboat Section Report

C.H provided an extensive update on the Royal Escape Race 2025. Fifteen entries have been confirmed, with a new "Supporters Cruise" concept launched to increase participation. The sailing season is three weeks in, with two pursuits and three round-the-cans events completed. The race tracker has been successful, though challenges remain in ensuring its display in the club bar.

7. Events Committee Report

NB presented an overview of upcoming events, including a wedding, tribute night, and Mother's Day event. Some challenges were noted, particularly regarding club nights, which have experienced low attendance and together with difficulty finding a quiz master. Despite this, the events calendar remains largely positive, with only ten Saturdays remaining un-booked for the year.

8. SYCOPs Trading Update

S.La delivered a financial overview. The company has implemented rigorous cost management strategies, including achieving a 30% reduction in staffing costs from December to January, with an additional 17% reduction in the following month together with continuing focus on value for money purchasing. Weekly cash flow tracking has been established, and the booking outlook remains positive.

9. Appointment of New Company Secretary

PF was unanimously confirmed as the new company secretary of SYC Ltd. The

transition plan between TL and PF was noted, with T.L to complete the handover by the end of April.

10. Outrigger Affiliate Group Membership Proposal

After extensive discussion which identified concerns about CASC compliance membership inclusivity, and the risks of setting unhelpful financial presidents, a detailed proposal was approved. Key parameters include: no joining fee for the first 20 members, a requirement to participate in 12 activities per year, a geographical restriction (the new members must live outside Sussex), and a 12-month trial period, after which the scheme will be reviewed.

Proposal: Adoption of Outrigger Affiliate Group Membership

Proposed: JEB; Seconder: Commodore. In favour: All. Against: NB. Abstained. None.

11. Any Other Business

- The Treasurer outlined the process and timings for this year's budget including a requirement to tie budget requests to key strategic objectives, for which a pro forma format will be provided to budget holders.
- The new club newsletter 'Club Compass' was presented to the board by RS.
- The role of data protection controller was transferred to PF.
- RS provided a brief update on the travel hoist, noting that revised drawings have been submitted to the supplier and costings are expected soon to inform future budgeting discussions.
- Progress of the refurbishment of Southwick was presented by TK.

Date of Following Meetings –

Monday 28th April 1900h

(note one week later due to Easter Monday)

Monday 19th May 1900h

Approved by: R.S, Commodore

Signed: _____