

**SUSSEX YACHT CLUB**  
**MINUTES OF THE MEETING OF THE MAIN COMMITTEE**  
Held on Monday 28<sup>th</sup> April 2025

Meeting begun at 19:00

Item	Actioned By	When to do
Sections Safety Policy and Compliance Template meeting	PH/RS/KH	May/June Meeting

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

KH joins the meeting at 19:13 PM.

**1. Apologies and Absences**

The meeting commenced with formal apologies received from AT and DS and KH. 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**

IO shared that there has been a SB20 sailing day with 5 boats taking part with 16 -17 people involved in this new area of sailing. With hopeful plans to bring this area into a more active section of the club. There have been developments within the Southwick clubhouse and that the changing rooms have been slightly improved. IO has informed the board that Family and Cadet night have begun their 2025 season, and it is looking like a promising year ahead for youth sailors.

**4. Last meeting – Adoption of the minutes**

Proposal: Adoption of March Board Minutes

Proposed: Commodore; In favour: All; Against: None; Abstained; None

#### **5. Matters Arising and Actions from Previous Meeting**

The committee reviewed outstanding actions, the new outrigger affiliate membership as per the agreed terms has not to date seen a huge take up . Budget holders will be provided with the KPI template and guidance for submitting budget figures.

Insurance arrangements for training and Sailability activities are to be finalised.

In addition, the travel hoist supplier will be pressed to provide costings promptly so this can be factored into the budget process.

#### **6. Keelboat Section Report**

CH provided an extensive update on the Royal Escape Race 2025. 21 entries have been confirmed at the time with regular meetings and further promotion made. The sailing season is in the last races for the spring series and there is great anticipation for the summer season and series'.

#### **7. Events Committee Report**

NB shared a report that was read out by PF which included a list of the latest events and the continued success of Friday happy hour. PF made the board aware of NB and the events committee decision to close the club's car park during the Festival of the Sea. DL requested the exclusion of A Pontoon during FOS for safety reasons. YC followed with a question on Club Nights and whether being held on a Thursday contributes to a lesser turn out.

SLa feedback that the VE Day Celebration is being held on a Thursday and has received positive interest so far with over 40 bookings.

#### **8. Shoreham Outrigger Canoe Club – Verbal Update**

JEB announced the launch of registration with Paddle UK alongside the launch of the Outrigger youth team and their first race will be in May. There will also be the inclusion of the Outrigger Cancer Survivors team who will also take part in their first race in May. JEB made the board aware that 13 Outriggers would like to crew on Keelboats. MOS replied that Richard Cooper on Jongular will help arrange new sailors to yachts.

SOCC (Shoreham Outrigger Canoe Club) have a new venue at a beach hut on Shoreham beach when tides at SYC are not suitable to sail on. He went on to mention the introduction of 'Corporate Days' a session has been tested which lead to 4 additional members for SOCC and SYC.

JEB wanted to confirm dates for SOCC sponsors Spiritfilled Whisky to arrange a Whisky tasting evening after one of the club's happy hour nights and the desire to open the night to SYC members as well as the Outriggers. This was agreed as a great idea dependent on capacity limits.

#### 9. SYCOPs Trading Update

SLa was pleased to report that financial performance had improved during March which has resulted in a small repayment of the loan. have already commenced, — earlier than the Q3 and Q4 timeline initially forecasted. In addition, SLa presented supplementary financial data outlining SYCOPs monthly turnover for the first two quarters, offering a broader perspective on the project's overall financial health.

#### 10. Any Other Business

Several important items were discussed, including Safety Policy and Compliance. KH highlighted critical gaps in current safety procedures across club sections. A proposal to formulate an internal compliance committee to review and implement comprehensive safety protocols was touched upon. The focus would be on mitigating legal and insurance risks through systematic safety documentation and verification processes.

**Action: PF/RS/KH To meet to discuss/create template**

Further updates were given on the ASR and the ongoing dispute which now continues with further legal consultation. Lawyers are now engaged to explore injunction options. There were an unexpected police involvement during site visit which highlighted the support which exists from other yard users.

Directors and budget holders have been instructed by the treasurer to use the updated template(s) provided for more structured financial planning emphasising transparency and alignment with club's strategic objectives.

Date of Following Meetings –

Monday 19<sup>th</sup> May 1900h

Monday 21<sup>st</sup> June 1900h

Approved by: R.S, Commodore

Signed: \_\_\_\_\_