



**ANNUAL GENERAL MEETING 2015
DRAFT MINUTES**

Plas Heli, Pwllhelli
Monday, 3 August 2015

Clive Grummett (CG) as Chairman opened the meeting at 19:00 by welcoming all attendees.

1. Apologies for Absence and Members Present

Apologies were received from Andy Hill (Training Officer) , Gill Methven (General Committee Member and Trophies Co-ordinator), Andrew Budden (Treasurer) and Tim Bilbrough (Webmaster)

There were 44 members present including stakeholders and the meeting was declared quorate following a show of coloured cards issued to full sailor members. In addition, the Class Measurer, RYA representative and boat builder representative were in attendance.

2. Approval of Minutes of 2014 AGM at East Lothian Sailing Club, North Berwick

Copies of the minutes had been published on the website and were available for the members present to examine. The Chair asked whether there were any questions regarding the minutes; there were none.

Motion to accept the Minutes: Proposer – Barry Jobson; Seconder – James Grummett

Vote to approve the Minutes as a true record: Carried unanimously by a show of hands from Members present.

3. Presentation of the Treasurers Financial Report

On behalf of the Treasurer, Sally Budden (SB) presented the Treasurers Financial Report up to year end 2014. Copies of the Treasurers Financial Report , Profit Statement, Balance Sheet, Event Analysis and Training Analysis were also made available for members present to examine and a copy of the Treasurers Financial Report is attached in Appendix A at the end of the minutes.

SB highlighted that the surplus funds for the year were £8,086 compared with £1,405 from the previous year, providing a positive movement of £5,680 year on year. Cash balances were £42,248 at the end of 2014 compared to £37,911 in the comparable period in 2013. There was a marginal movement on the membership when taking into account the previous years' distortion. The training account receives an RYA grant and has recovered from a loss in 2013 to a slight profit, whilst the events made a surplus of £10,379. The asset value has remained the same.

On behalf of the Treasurer SB thanked the Committee, 29er sailors, and parents with whom the Treasurer has worked for all their assistance.

There were no questions on the report.

4. Chairman's Report

Clive Grummett (CG) presented his report (attached in Appendix B at the end of these Minutes)

There were no questions on the report.

Following the report SB thanked CG on behalf of the Committee.

5. Sailing Report

Charlie Stowe (CS) presented his summary report (attached in Appendix C at the end of these Minutes)

Ditta Neumann (DN) asked for clarification on the date of the Ullswater Grand Prix and if it will be in the Scottish school holidays. CS confirmed that the event had been moved as requested to avoid term time in Scotland.

There were no further questions.

6. Training Officer's Report

CS read out the Training Officer's report on behalf of Andy Hill (attached on Appendix D at the end of these Minutes).

There were no questions on the report.

7. Technical Report

Duncan Hepplewhite (DH) started by thanking CG and all of the Committee Members who are moving on. DH went on to provide an update on the following technical issues:

- a. New CNC moulds are being milled which will improve the 29er and should be available from December.
- b. New rig – Julian Bethwaite is still working on the new rig which he may present at the World Championships the following week.
- c. GRP foils – Ovington has spent time developing and testing new foils. At the same time there have been issues purchasing alloy which has to be purchased two years in advance. They have now got to the stage where the cost of the GRP foil is the same as the alloy version and the GRP foil is an improved offering. A presentation will be made to the World Council the following week.

The following questions were asked:

- a. Daniel Budden asked if the new mould would change the shape.

It was explained that it would not change the shape, but tidy up imperfections.

- b. Crispin Beaumont asked if a new rudder stock would be required.

DH explained that a new rudder stock shouldn't be needed, but the packing may need to be adjusted.

- c. CG asked if they would be more consistent in shape?

DH confirmed that they should be more consistent and would be similar to the 49er.

8. Proposal to remove inclusion of International Class Membership as part of UK Class Membership

CG explained that in order to participate in an international 29er event, both sailors in a boat must be members of the International Class Association in addition to being

members of the UK Class Association. This costs €10 per sailor per year. Currently, all UK members are charged €10 within their membership fee regardless of whether or not they wish to enter an international event. In a year where the World Championships isn't hosted by the UK, approximately 30 boats participate in international events. With our current membership numbers of 228, we are paying international membership fees for almost 170 sailors who do not require it. The UK is one of only 2 class associations worldwide that does this.

Voting rights at the International Class World Council are based on the number of international members within the national class association as follows:

- 1-4 members = 1 vote
- 5-19 members = 2 votes
- 20-49 members = 3 votes
- 50+ members = 4 votes

Thus, by effectively requiring all UK members to join the international class association we are almost certainly guaranteed 4 votes on the World Council. However, in most years the UK would qualify for 4 votes even if only those members who attend international events were international class members. Recently, three resolutions were put forward, but influence was limited.

Administering international membership takes a significant amount of time, as details need to be copied manually into the international system by our class administrator when members join. It is not uncommon for new members to have also joined the International Class Association before joining the UK Class. This causes confusion and further administration to obtain refunds from the international class.

CG invited the membership to consider whether or not we should remove the inclusion of International Class Membership as part of UK Class Membership. Money saved would be used to help maintain our event entry fees at their current level, for both racing and training events

Subsequently, the following questions were asked:

- a) Debbie Darling (DD) sought clarification asking if it was the case that previously the Class had four votes and had put forward resolutions, but not received a positive response.
CG agreed and said that it could be difficult for the voice to be heard.
- b) Would the membership fees be reduced?
CG proposed that the membership fees should remain the same and the subsidy on training should be maintained and not increased. CS added that the fees charged by three or four clubs are 25% higher than three or four years ago.
- c) Paul Hammett asked CG if he felt that the change was worthwhile.
CG explained that personally the change would not make any difference but the option should be there for the Members to decide.
- d) DD suggested that the proposal should include the line that membership fees would remain unchanged. SB agreed.

Motion: To remove inclusion of the 29er International Class Membership as part of UK 29er Class Association Membership and maintain the UK 29er Class Membership fees at the existing 2015 level for 2016 and training fees at the existing 2014/15 level for the forthcoming year.

Proposed by CG. Seconded by CS.

The motion was carried by a vote of Members present with two Members voting against.

Following the vote, the membership fees for 2016 will remain unchanged from the 2015 level as follows:

Membership Types/Categories	2015 Subscription	2016 Subscription
Individual Adult Full Member	£37	£37
Individual Youth Full Member	£37	£37
Individual Youth Full Member (Part Year)	£19.50	£19.50
Family Full Member	£55	£55
Student Full Member	£25	£25
Temporary member	£12	£12

Subsequently and following the vote, there was a further query as to whether there could be a small reduction in the membership fee. CG responded that whilst this could be considered, the costs were increasing. CS added that it is the intention to keep the training fee the same for 2015/16 as the previous year. CG went on to add that the late entry fee is reasonable compared to some junior classes.

There were no further questions.

9. Election of Officers of the Association and Committee Members for 2015/16

CG presented the Committee nominations for 2015/16. He suggested that unless there were any objections, and as no positions were being contested by more than one nomination, that the Election could be taken in one block vote.

The Motion to elect the proposed committee nominations as follows

Position	Name of Nominee	Proposer	Seconder
Chairperson	Paul Hammett	Clive Grummett	Steve Norbury
Vice Chairperson	Tom Darling	John Mather	James Grummett
Treasurer	No nominee		
Sailing Secretary	Charlie Stowe	Sally Thomas	Bill Rhodes
Safety Officer	Barry Jobson	Paul Hammett	Ruth Lewis
Training Officer	Steve Norbury	Paul Hammett	Adrian Ward
Marketing Officer	Susie Hammett	Francesca Grade	Dee Mitchell
Webmaster	Tim Bilbrough	Clive Grummett	Andrew Connellan
Major Events Co-ordinator	No nominee		
Scottish Representative	Ditta Neumann	Sally Budden	Sally Thomas
Class Liaison Officer	Debbie Darling	Charlie Stowe	Sally Budden
Welfare Officer	David Nicholls	Dee Mitchell	Susie Hammett
General Member (Trophies)	Gill Methven	Des Robertson	Clive Grummett
General Member	Andrew Connellan	Paul Mearns	Tony Otter
General Member			
General Member			

Prior to the vote, CG asked if anyone else would like to stand as a General Member. Bill Rhodes offered to stand and was duly proposed by Paul Mearns and seconded by James Grummett

Following a vote to elect the proposed Committee which was carried unanimously by a vote of Members by the raising of hands, the Committee for 2015/16 was thus elected as follows:

<i>Chairman:</i>	Paul Hammett	<i>Training Officer:</i>	Steve Norbury
<i>Vice Chairman:</i>	Tom Darling	<i>Safety Officer:</i>	Barry Jobson

<i>Treasurer:</i>	Not filled	<i>Marketing Officer:</i>	Susie Hammett
<i>Sailing Secretary:</i>	Charlie Stowe	<i>Class Liaison Officer:</i>	Debbie Darling
<i>Welfare Officer:</i>	David Nicholls	<i>Scottish Representative:</i>	Ditta Neumann
<i>Major Events Co-ordinator:</i>	Not filled	<i>Committee member:</i>	Gill Methven
<i>Webmaster:</i>	Tim Bilbrough	<i>Committee member:</i>	Bill Rhodes
<i>Committee member</i>	Andrew Connellan		

There were no further questions or discussion items.

Paul Mearns proposed a general thank you to CG for all his work.

CG thanked everyone present and closed the meeting at 8.25 pm.

Appendix A

Treasurers Financial Report

Year End 31st December 2014

- 1) Year End Accounts Summary
- 2) Cash Balances
- 3) Assets
- 4) Review and Recommendations

1) Year End Accounts Summary

The latest financial statements have been prepared on an actual cost association basis, i.e. the Expenditure/Income is associated to the period to which they relate.

Surplus/Deficit Statement Summary Position

	2014	2013	Variance
	£	£	
Membership	7,533	6,475	1,058
Training Account	889	(4,525)	5,414
Events	10,379	7,363	3,016
Sundry Income	1,593	2,344	(751)
General Overheads	(11,328)	(10,252)	(1,076)
Prior Year Items	3,953		
Total	13,018	1,405	11,613

The Surplus funds for the year amounted to £8,086 (2013 1,405) providing a positive movement of £5,680 year on year.

Variance Analysis:

Membership

The membership of £1,058 is distorted by £1,086 as this is the amount relating to 2013 was taken into a previous year, 2012. The comparable figure would be £7,533 2014 (£7,561 2013) so a marginal movement on the memberships fees.

Training Account

The Open Training is supplemented by an RYA grant (£4685) and a contribution within the figures of £3,375 has been recognised. There was a significant loss on the training completed in 2013, primarily due to the trial of the class squad. The class squad has been replaced this year with open training and along with additional numbers has turned the figure from a loss to a slight profit in the year.

Events

The events continue to be well attended and with the class as a whole undertaking budgetary control procedures has resulted in an events surplus of £10,379.

Sundry Income

The sundry income derives from:

Bank Interest Received	11
Clothing Income	203
ET Rib Hire	579
Sponsorship	800

The general overheads is analysed within the attached Profit Statement.

2) Cash Balances

The cash balance as at the 31st December 2014.

	31 Dec 2014	31 Dec 2013
Current Account	26,009	21,868
Savings Account	16,239	16,044
Total	42,248	37,911

3) Assets

The asset value remains at the same as the previous year with no additional purchases in the financial year.

4) Review and Recommendations

The association is in a strong position at the financial year end with an increased bank balance

I have attached copies of the financial statements
Appendix 1 - Profit Statement

- Appendix 2 – Balance Sheet
- Appendix 3 – Events Analysis
- Appendix 4 – Training Analysis

Please feel free to ask any questions?

Signed _____

Treasurer _____

Date _____

Signed _____

Chairman _____

Date _____

Appendix B - Chairman's Report – 3 August 2015

Welcome to the 2015 AGM – it's great to see so many here, and I hope that you're all enjoying your time in Pwllheli.

My role here is to give a review of the last 12 months, and it has been another good year for the class. At home, we have continued our racing and coaching programmes, and I will leave Andy Hill and Charlie Stowe to provide more detailed comment on these areas.

Further afield many of our sailors have competed in European and International events. Throughout the year our sailors have competed in Eurocup events in Italy, Spain, France, Germany, and the Netherlands. A fleet of 28 UK boats competed at the recent European Championship in Medemblik, where Crispin Beaumont and Tom Darling brought home a Silver medal and Mimi El-Khazindar and Emma Loveridge collected the Ladies Championship. Just yesterday, Anna Prescott and Eve Townsend won the Silver medal, and Mimi and Emma the Bronze medal, in the Ladies 29er Class at the Eurosafs, while Dan Venables and Patrick Keech won Silver, and Ollie Aldridge and Nathaniel Gordon finished fifth, in the Mens 29er Class. Congratulations, and well done to everyone who has represented the UK at the various events throughout the year.

The management of our class and the running of our events depend on a team of volunteers for their success. Some of their roles are very visible, such as those on the committee, RIB safety crews etc, but there are also many who work behind the scenes. There are too many to mention here individually.

On behalf of the class and our sailors, I would like to say a huge "thank you" to everyone who has helped out over the past year. The class wouldn't run without you, and your efforts are very much appreciated.

So what of the year?

First, membership ... We currently have 234 members, compared with 205 at this time last year and 219 in total last year, and it is great to see our numbers increasing again. This is made up of 195 youth members and 39 adult members. Within these numbers there has been a slight increase in family memberships (from 27 to 33), so in terms of membership classes we have 33 family memberships, 3 Student memberships, and 148 Individual memberships. We have seen a significant increase in the number of sailors aged U16 (from 12 to 48) and a corresponding reduction in adult sailors (from 62 to 39). We look forward to seeing numbers continuing to increase in 2016.

Second, sailing in general ... Charlie will provide more detail on our racing events and Andy has submitted a report on our training events. This year's National Championships has seen a record-breaking 130 entries, of which the UK contingent is 72, This ranks it as either the second or third highest attendance by UK boats at a National Championships, with the other two events both having been held at Hayling Island. We are also looking forward to hosting the 2015 29er World Championships here next week, where we are expecting 195 boats to compete and making it the largest 29er event held in UK waters. While on the subject of the Nationals and Worlds, I must say a huge 'thank you' to our Major Events Coordinator Sally Budden who has spent many days effort to make these championships happen. She has worked tirelessly to get us here, and is still working this week from before most of us are awake until close to midnight. Thank you Sally.

On the coaching front, we decided shortly after the AGM not to continue with the class youth squad. We understand that this wasn't a universally popular decision, but having reviewed the amount of training delivered during the previous year we agreed that a better approach would be to build an open coaching programme that would work throughout the fleet. Andy will have covered this in his report, but I think the outcome both in terms of training days delivered and in terms of the range of ability of the sailors taking part has justified the decision, and we will continue with this approach for the coming year.

Competition overseas is key to the development of our sailors, and I am again pleased with the progress that has been made this year. We have continued the travel support grants for non Squad Sailors; this year for the European Championships in Medemblik and the Eurocup in Garda in November. We will aim to continue this in future years.

Moving on to the RYA – they are an essential partner in the class, and we have a great relationship with them, ensuring that we are well positioned as one of the key Youth Classes in the UK ... we have a defined contract with them which specifies how they will support us, both financially and in kind, and which also details what they expect from us in return.

The RYA are very supportive in terms of recommending the class to transitioning sailors, and indeed in areas where we are less strong, We often state that we are the example that the RYA holds up to other classes, and this year we are the only Youth class to be designated as P2 under the RYA's Class Recognition policy.

I should emphasis, that we are independent of the RYA – it is a partnership, and we work to our own strategy and plans, but the RYA are totally supportive and indeed enthusiastic of the direction we are taking. Our relationship with the RYA is very strong, collaborative and mutually supportive for the benefit of both, and competitive sailing in general.

We continued to have support issues with our website and membership/ event booking system, which resulted in them being replaced about 6 months ago. There are still a number of improvements that we would like to see, and we aim to introduce them over the coming months.

As many of you will be aware, Sally Thomas is standing down from her role as Class Administrator this summer. Sally has provided us with tremendous levels of support over the last 18 months. Her role varies hugely from finding and negotiating with host clubs for training events to liaising with the RYA and the International Class Association to answering queries from new and existing members and to ensuring we are all well organised for registration at events. I would like to take this opportunity to thank Sally formally on behalf of us all.

The management and organisation of the class has been much smoother this year than it was last year, with an excellent team in place on the committee, and ably supported by our administrator Sally Thomas. Everyone on the team has played their part in ensuring that our class has continued to provide the best sailing and coaching of any Youth class in the UK. The class wouldn't operate without such amazing people who give up their time to help organise and manage our events. It has been an immense pleasure and an honour to work with you all. Thank you.

I am happy to take questions now, or at the end of the meeting ...

Thank you very much.

Appendix C – Sailing Report Summary

GP series Review

- Last year it was agreed to alter the timing of the GP series to reflect the school year so we have completed two series since the last AGM which I will review separately.

2014. Series

- Ran March-Oct as planned and was well attended
- 141 boats totalling 387 entries across 8 events (44 or 13% up vs 2013)
- Series was dominated in impressive style by Dan Venables & Paddy Keech, with 4 consecutive event wins during the Autumn.

2015 Spring Series

- To facilitate the move to an 8 event school year series we ran a short 4 event 'Spring Series'
- 86 boats totalling 172 entries across 4 events (25 or 17% up vs 2013)
- I am sure you will agree it's great to see entries up for two years in a row.
- I'd like to give a warm welcome to those new to the fleet

Looking forwards

- 2015/16 Notice of Series has been published
- 8 events scheduled
- In the interests of geographical spread and variety there are a mixture of clubs that are new to the class, ones returning and also some regulars.

In summary;

- Poole – options in or out of bay, weather dictated
- Torbay, Hayling & Weymouth
- Marconi – East coast club, sailing area is on the Blackwater estuary but without the shallow, muddy channels of Dabchicks that one or two of you may remember from 2013.
- Fishguard (Late May Bank holiday weekend) – West Wales, good road access from South Wales with dual carriageway until last 25miles. Using sports centre facilities as the launching area is some distance from the Yacht club. Promises great viewing!
- Ullswater – Northern event for easier access from Scotland. Last there in 2012/3.
- Last but not least the Winters and Inlands will once again be at Draycote and Grafham respectively.

Appendix D - 29er TRAINING AGM August 2015

Please accept my apologies for not being able to attend the meeting in person as it was not possible due to work commitments and this year it would have been solely to attend the AGM and see friends.

I would like to start by thanking the all excellent coaches especially Pete Perera and Chris Berry along with the parents that volunteered to help with registration, as rib crew and importantly this winter beach masters. It really is not possible to put on the individual weekends without help. I also like to acknowledge the financial support we receive from the RYA and Noble Marine to help towards the funding of the class winter training.

Review 2014 /15

Overall we had more than 200 boats on the water over the training season which started with the newcomer training at Rutland last June followed by three autumn "phase 1" weekends and then four "phase 2" weekends. Our largest entry was HISC in January but all the phase 1 & 2 weekends had more than 20 boats with an average entry of 28 boats across the seven weekends. A total of 70 different boats entered at least one weekend and 26 boats attended four or more of the weekends. The phase 1 weekends in 2014 included the RYA TT selection whilst phase 2 was purely class open coaching with the final weekend at WPNSA running in parallel with the NJ & TT squads and included a plan to sail the fleet together for part of Sunday.

Unfortunately the weather did not play nicely for us this winter and we either had very light winds or extremely strong winds. As a result 2.5 days were spent on shore due to a lack of wind during phase 1 and further 3.5 days were onshore during phase 2 due to very strong winds.

I strongly believe the coaching standard and consistency helped contribute to the success of the training programme. Pete Perera and Chris Berry were at every single weekend with Pete as head coach and Chris voluntarily adopted the role as his deputy both doing a lot of work outside of the actual training weekends. James Ellis as TT coach was at the three weekends for phase 1, and Phil Walker, Kate Macgregor, Dave Evans each did two weekends during phase 2. Four of last year's NJS squad also worked with us over the winter with Hugh Ward, Curtis Mearns and Alice Masterman also at two weekends each and Matt Venables doing the HISC weekend. Henry Lloyd Williams and Mary Rook did one weekend each. As you can see all had significant skiff experience and only two (Kate & Mary) who had not achieved success directly in the 29er but have spent the last few years involved in the 49FX programme.

Apart from the overall numbers taking part and the coaches I believe several things that we planned worked well.

- Moving the newcomer training to June from September
- Opening up the entry for all the weekends and offering a discount for entering multiple weekends early helped encourage people to enter especially as some top boats entered making clear the training would cover the full spectrum.
- Prior to each individual weekend all the boats were allocated to a specific group. The groupings were based on a combination of ability, coach feedback and weekends booked. The aim was to keep those boats of a similar standard and who had entered multiple weekends as core groups so they could progress together. This also enabled the coaches each to have a laminated list of the sailor's names in their groups on the water and prevented the first session of the weekend on the water being lost to allocating the sailors. These list were also used to control the release of boats from the beach when the weather was rough to maximise the potential of getting sailors afloat.
- Changing to using a maximum planned ratio of six boats to one coach. As we know the 29er's can spread quickly and with two sailors to talk to in each boat this is definitely a maximum effective ratio for the coach.

- Having at least one dedicated safety rib booked in addition to the planned coach ribs. At the early weekends this enabled us to get an extra coach on the water to cope with the extra late entries. Subsequently we were able to keep the coaches working and also have sufficient rib ratio to get as much time on the water as conditions would allow.
- Moving the first weekend of phase 2 training further away from Christmas, using the nationals & worlds venue for the February training weekend and the youth national's venue for the final weekend.

On balance I think the winter training has gone as well as possible and the majority of the feedback I received from parents and sailors has been positive but some elements did not go to plan and have been reviewed for next year 2015/16.

- At the start of the training it was made clear that there should never be time on the water when the coaches were not actively coaching. Unfortunately this broke down at the Rutland weekend in November for the RYA TT selection races, and was made significantly worse as most of the rest weekend was lost due to the weather and boats then being brought ashore after the racing.
- Whilst the early entry and discounted fees I believe attracted more boats the option to split payment has created extra work collecting subsequent fees from some boats. Due to the total number entering and the small number of boats that subsequently changed plans this has not had a significant financial impact but if we had been tighter on numbers then this could have been detrimental.
- Rib quality & quantity – three venues did not provide the promised quality/quantity of ribs for the coaches. There was not a safety issue and collectively we worked round the problems but it is essential to make sure we have ribs that are quick enough and suitable to coach from.

2015/2016

My recommendation to the committee for 2015/16 was to follow a similar approach as last winter for class training whilst learning from winter 2014/15.

The following dates / venues have been booked to provide 16 days in total of open training.

27th / 28th June 2015 - Rutland - newcomer training

19th / 20th September 2015 – Rutland (including Bart's Bash race)

17th / 18th October 2015 – WPNSA

21st / 22nd November 2015 – Rutland

5th/6th December 2015 – WPNSA

23rd /24th January 2016 - Poole

20th/21st February 2016 – Torquay (Nationals venue)

26th/27th March 2016 – Pwllheli (Youth Nationals venue)

As discussed previously during the committee meetings the key difficulty is finding venues with suitable dedicated training rooms, sufficient ribs and a large enough piece of water they are willing to allocate to our fleet of 24-30 boats.

It is very important to continue with the high standard of coaches we have worked with during this winter and Pete Perera has been appointed as head coach again and the other coaches indicated they would like to be involved again during 2015/16 and these are being finalised at present.

I also recommended that we again offer a discount for advance block booking training similar to this year but with the change that fees have to be paid in full at the same time as the booking to get the discount.

The training weekend fee structure for 2015/16 has been set as follows with spaces allocated on a first come basis:-

- Individual weekend price £115 per boat

- 3 weekends booked at the same time £100 per weekend per boat
- 4 weekends or more booked at the same time £90 per weekend per boat

The newcomer training has already taken place and the 17 boats that took part enjoyed some champagne sailing at points over the weekend with coaching from Pete, Chris and Alice.

There is a change for 2015/16 as the RYA have decided to change the format of the transitional programme. This winter it will be run within the open training weekends and those invited to join the programme by the RYA will form one / two of the six boat training groups at the open training weekends. From a class perspective the positive from this change is that we keep sailors together as a group for the whole winter. It should also be easier from a planning perspective for both sailors/parents as the dates are clear from the start and are not dependant on the outcome of a selection process completed mid-November.

I would like to close by thanking again everyone who has helped me both on and off the water since I started this role eighteen months ago and put in a special mention to Clive as class chairman who has worked amazingly hard for the benefit of the class and provided support to me when it was needed.

I really hope the sailors all benefited from the training and most importantly enjoy their sailing.

Hopefully I will see lots of you at the 29er Grand Prix in September as I am down to be the mark layer for the weekend.