



Basildon Sub-Aqua Club (BSAC 356)

Minutes of Annual General Meeting held 24th April 2015

Meeting Opened 7.45pm

Attendees: Trevor Milne (TM), Cheryl Lambert (CL), Tom Palfrey (TP), Andy Skinner (AS), Steve Joad (SJ), Michelle Wren (MW), Eileen Thorpe (ET), Terry Tarling (TT), Neil Mondon (NM), Colin Ormes (CO), Tom Wilkins [TW], Barbara Green [BG], Susan Guy [SG], Frank Schubert (FS), Russell Brown (RB), Dave Pigram (DP), Charlotte Thorpe (CT), Colin Newton (CN), Lloyd Kerr (LK), Paul Hunt (PH), Birgit van Meijgaarden (BvM), Sheppard Chickanda, Nina Cassar (NC) & Neil Newland (NN)

Apologies: Paul Kirkum (PK), Chris Peters (CP), Neil Lacey (NL), Gareth White (GW), Ken Smith (KS) and Paul MacIntyre (PM).

1) Approval of Minutes

- Approved by TM, seconded by TP

2) Matters Arising

- SJ reported that kit testing is currently being carried out at Nuttys dive centre, because they offer competitive pricing and their convenient location. Less servicing had been required this year due to the new kit purchase.
- TP reported that the diver's cards are now available and everyone should have completed one so that they can hand it to the dive manager prior to diving.

3) Secretary's (PK) Report

- Another quiet year for paperwork, with no new grant applications or changes to the constitution changes during the year.
- There are a few changes to the committee roles, these will be covered under a later agenda item.
- 2 Training certificates had been received during the year, for the 2nd most Advanced Diver and 3rd most Ocean Diver passes during 2013 of any BASC club.

5) Treasurer's Report (presented by GW)

- Another stable year and in sound position. Although there has been a small downward trend in the end of year balance for the last few years.

- To help cover costs a £25 Administration Fee is being introduced for any new members joining the club.
- Reminder for anyone yet to pay fees to see TP
- TP explained that he is stepping down as Treasure and Rebecca Fernley is standing for election. TP will be retaining the role of membership secretary.

Cash Held	£75.34
Current A/C Balance	£394.54
Deposit A/C Balance	£4,539.92
Stock	£569.50
Deposits with boat charters	£800.00
Dive deposits owed	[£600.00]
TOTAL ASSETS	£5,779.30

See treasurers report distributed at the meeting for the full accounts.

- Thanks to SJ & CL for carrying out the audit of this year's accounts.

5) Member's Rep. (MW) Report

- 2 successful social events (Club BBQ and Comedy night) were run during the year.
- Currently looking at organising a spring social event, any suggestions would be helpful.

6) Equipment Officer's (SJ) Report

- Confirmed we have good range of kit – including new sets of gear from Lottery Funding (see attached for full inventory)
- All stored securely in container at Underwater Studio
- All kit very much kept under control by SJ

7) Training Officer's (CL) Report

- Very successful year with many progressing well
- Thanks to all OWIs / ADIs for their continued support
- Special thanks to TP and BvM for organising and running O2 and AED courses during the year.
- Confirmed more training days to be arranged – keep eye on calendar.

8) Diving Officer's (TM) Report

- Another successful year on both training progression and diving front.
- Club has really positive vibe – we want to keep it that way
- Thanks to OWIS / ADIs, Training Team, Equipment Officer (SJ) and Welfare Officer (ET)
- THE AWARDS: Congratulations go to:
 - Lloyd Kerr, Neil Mondon & Colin Ormes – Ocean Diver

- Charlotte Thorpe, Lloyd Kerr & Birgit van Meijgaarden – Sports Diver
- Neil Newland & Andy Skinner – Dive Leader
- Brian Wall Memorial Bell
 - This had been awarded to DP during the year and it was felt that he should keep it for a full year, so DP was presented with the award for the next year.

9) Chairman's (AS for PK) Report

- Apologies for PK not being able to attend the meeting.
- 3 changes to the committee are proposed this year:-
 - The role of Assistant Training officer will move from being an elected role to being appointed by the combination of the TO and DO.
 - The role of Safeguarding Officer will become an elected role with full voting rights on the committee. (This maintains the number of full committee members at 8, which is one more than the minimum required by our constitution.
 - The role of Treasurer will be split from that of membership secretary, with Treasurer remaining as a fully elected committee role and the membership secretary being appointed by the committee.

11) Election of Club Officers

- The following were nominated unopposed and hence voted in unanimously

Treasure	Rebecca Fernley
Safeguarding Officer	Eileen Thorpe

- The following agreed to restand and as no other nominations were received are automatically elected

Chairman	Paul Kirkum
Diving Officer	Trevor Milne
Training Officer	Cheryl Lambert
Equipment Officer	Steve Joad
Members Rep	Michelle Wren
Secretary	Andy Skinner

- New Non-Elected, Non-Committee Posts for 2015/16
 - Membership Secretary – Tom Palfrey
- Auditors for 2015
 - Birgit van Meijgaarden & Cheryl Lambert

12) Any Other Business

- SG asked why there was a limit of 4 on the number of junior members in the club and how many juniors we currently have. TP reported that there was currently only one junior member and that the limit of 4 was set for a number of practical reasons including instructor resources.
- TT asked if running more Open days and group try-dives had been explored as a way of increasing club funds.
 - TASK** – TT & SJ to look at organising a stand in Basildon
 - TASK** – TM to approach David Lloyd about possibly running a group try-dive.
 - TASK** – CL to approach the sea scouts and potentially running a group try-dive.
- FS asked about club communications as he was not receiving any and he does not use Facebook, so only see activities via the club calendar. SK reported, that the main methods of communications are:-
 - a weekly email covering training and news this is also copied to the clubs Facebook account,
 - the club website and dive calendar.**TASK** – SJ to check the clubs email distribution list is up to date.
- BvM proposed a vote of thanks to Cheryl and Tom for all their efforts in planning and organising training throughout the year.

Meeting closed 8.35pm