

Northern Exposure Rescue

Annual General Meeting November 2008

Minutes of the meeting

1. Attendance

Chris Lowe, Commodore, Trustee
Chris Dunn, Treasurer, Trustee
Will Burchnall, Committee Member, Trustee
Lucy Harris, Secretary, Trustee
Moira Barson, Child Protection Officer

2. Update on Expenses Policy

The following expenses policy was approved:

- For events NER attend where only expenses are covered - mileage is calculated at 50 pence per mile as a sum reasonable for covering costs while towing a boat. NER will add 10% to the total expenses claim which will be put back into the charity to cover any administration costs and ongoing training etc.
- For events where NER are asked to provide at cost – this will be as above
- For fixed price events – expenses will be claimed as above, with the remaining money being put into the charity.
- For events where no expenses are offered – members attend at their own expense, however, the management committee may in certain circumstances decide to cover the expenses of members attending such events.

The provision of First Aid training was also discussed. It was decided that NER would add 10% to the cost of the trainer to the overall cost of the event which would again be used to cover administration and ongoing training etc for the charity.

3. Discuss Child Protection Policy including nominations for Child Protection Officer.

All members attending events where they will be in contact with vulnerable people will be CRB checked. This will be organised through the Child Protection Officer. Chris Lowe said he would speak to Jackie Reid at the RYA to obtain relevant forms to enable the Child Protection Officer to complete the CRB checks. **Action CJL.**

Moira Barson was elected as the Child Protection Officer.

4. Review of need for Event Co-ordinators including nominations if applicable.

The need to have nominated people to coordinate attendance at events was discussed. It was decided that Will Burchnall and Chris Lowe would jointly take responsibility for this.

5. Review of Membership Process

It was agreed to increase membership fees from £2 to £5 as from March 2009.

6. Annual Review of Accounts (Chris Dunn, Treasurer)

The accounts were presented at the meeting and agreed as a true record. A copy of the accounts is attached. Some discussion was had around the need to send the accounts to the Charity Commission. Clearly some further investigation was needed. **Action CJL.**

7. Insurance

Chris Lowe had asked for an insurance quote to cover the activities of the charity which was £500. A further quote for employers insurance was also obtained to cover volunteers. However it was decided that we did not currently need this cover as the events we attend have their own insurance and boats were covered by their owners own insurance. We would review this if the situation altered.

8. Update on the progress of the Boat Fund and Awards for All Grant

Chris Dunn would complete the Awards for All Grant before the end of November 2008.
Action CND

9. Purchase of a Club Boat

It was decided to use the money received from BrightFX for the Reading Oracle work to purchase a Thundercat hull for the charity. Chris Lowe would be viewing a potential boat by the end of November. **Action CJL.**

10. Changes to Constitution. Vote to be held at meeting.

This was deferred to the next meeting.

11. Review support for Yealm Passage Race

The group decided that member expenses for attending this event would be covered by the NER providing the money was available in the account.

12. 2009 Training Weekend. Bring suggestions to the meeting.

The group decided to ask NER member Dave Williams to help arrange this in Plymouth.
Action CJL.

13. A.O.B.

Corporate Clothing.

All agreed excellent pricing and quality from Black Jack Design. A new order would be placed early January. **Action WB.**

Website.

All agreed website looks good. New content to be added by the end of November 2008, including Terms and Conditions and First Aid courses. **Action WB.**

Email addresses.

Agreed purchase of 6 new @northernexposureresuce.org.uk POP email accounts for committee members at a cost of £15. **Action WB.**

NSSA Membership.

It was agreed that it was still cost effective and advantageous for NER to continue to be a group member of the National School Sailing Association as it remained a good funding source for training subsidies and networking opportunities. The cost is £33 for 2008 – 2009.

14. Date of next meeting

To be confirmed.