Bowmoor Sailing Club Executive Committee Meeting Summary

Meeting held on 7 October 2026 at 19:30

Overview

The Executive Committee focused on preparations for the AGM on 8 November, progress with hot-water and changing-room improvements, safeguarding arrangements and the administration needed to support the club. The meeting also reviewed member questions, signage and the forthcoming committee transition.

Attendees

Simon Hinnigan – Commodore

Mike Dyer - Vice Commodore

Charlie Sansom - Rear Commodore

Lizzie Fewings - Training Principal

Douglas Roberts - Membership Secretary

Geoff Silcock - Treasurer

Mike Tustin - Commodore Nominee

Apologies

None

Facilities

The electricity supplier has confirmed that it cannot provide the required supply upgrade. Enquiries with other suppliers have produced few practical alternatives. Indicative pricing from the available alternative suggested that the club’s electricity bill could approximately double, although a formal quotation had not been received.

The committee supported proceeding with LPG for hot water and changing-room heating. Installation planning can progress without waiting for the AGM. Members will receive an explanation of the approach and why it has been chosen.

A tank position beside the entrance gate is being considered, with suitable fencing and planting to screen it. Final arrangements will need to address safety separation, pipework and delivery access. The main clubhouse's existing heaters would remain for now.

Signage

The club is following up reinstatement of its entrance signs. The committee also discussed a possible renewable temporary directional sign permitted by Gloucestershire Highways. The correspondence will be reviewed to confirm the applicable costs and suitable locations.

Safeguarding and Training

The committee reviewed the reported changes to DBS requirements and the checks needed for instructors and volunteers involved in youth activities. Required checks and systematic records of certificate verification need to be in place before the next youth-training season. Those without the required check should not instruct youth activities until it is in place.

Registration with the DBS Update Service was recommended, with arrangements to be confirmed. The club will investigate whether an external provider could assist with administration and will seek further RYA support.

The committee supported Simon Hinnigan taking on the Club Welfare Officer role after stepping down as Commodore, including the required RYA training and registration. Continuity of welfare-officer cover remains a priority.

AGM Preparations

The AGM is scheduled for 8 November 2026. The agenda will cover the previous minutes, matters arising, committee appointments and reports. It was agreed to place the Commodore's report immediately after committee appointments so that Simon can summarise the past year and hand over to Mike Tustin, subject to his election.

The dedicated swimming-area trial has not taken place because of limited officer time and capacity. This will be explained at the AGM; any future trial will depend on having sufficient Club Officer capacity to supervise it.

The previously agreed changes to the Articles of Association concerning membership-expulsion appeals were reported as completed and published on the website. The revised AGM agenda will be circulated to the committee before

publication through Bowsprit. Arrangements for taking the AGM minutes will also be made.

Finance and the Supporters Club

The Treasurer's report and auditor's comments have been circulated. The annual surplus has reduced, while reserves have risen slightly; facilities investment is drawing on those reserves.

The club and Supporters Club accounts will be displayed on the noticeboard. The Supporters Club AGM is planned immediately after the main AGM, with its notice and officer arrangements to be confirmed.

Member Questions and Club Administration

Questions submitted for the AGM concern the club's purpose, membership participation, duties and administration. The committee will prepare concise, consistent responses, reaffirming the club's purpose of helping people enjoy sailing throughout life.

The committee is investigating ways to improve coordination between membership, finance and duties. Several administration systems have been considered, but no system or migration has been agreed. Interested members may be able to help develop this work, following the approach used for the digital race-management trial.

The committee also discussed whether the club's administrative workload now justifies paid support. This will be considered further in the new membership year, beginning by defining the role, costs and appropriate arrangements. No appointment or budget was approved.

A member enquiry about dogs in the clubhouse was answered by reference to the decision made at the 2023 AGM. No change to the existing policy was agreed.

Committee Roles

The Executive Committee Secretary position remains vacant and may not be required going forward. Director appointments and statutory records will be reviewed alongside the committee transition.

Decisions And Agreements

Proceed with LPG planning for hot water and changing-room heating, and explain the approach to members.

Complete required DBS checks and establish systematic certificate-verification records before the next youth-training season.

Notify the Supporters Club AGM to follow the main AGM.

Continue investigating administration improvements and consider a defined paid-support role in the new membership year.

Items To Carry Forward

LPG installation arrangements and progress with hot-water and changing-room improvements.

Entrance signs and directional highway signage.

DBS checks, records, Update Service arrangements and RYA support.

Final AGM agenda, reports, member responses and minute-taking arrangements.

Supporters Club AGM notice and officers.

Next Meeting

No date was agreed for the next Executive Committee meeting. The club AGM is scheduled for 8 November 2026.