

**Present:**

Mark Littlewood	Chairman
Paul Fry	Diving Officer
Gary Davis	Try Dive Co-ordinator
Brian Loader	Equipment Officer
Lucy Rutherford	Club Secretary
Naomi Fisher	Welfare Officer
Debbie Davis	Committee Member
Dave Fisher	

**Apologies**

Russ Curwen	Committee Member
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Item	Discussion
<b>1 Minutes of last meeting</b>	The minutes of the previous committee meeting on the 18 <sup>th</sup> September were read and approved.
<b>2 Matters arising from last meeting</b>	<p><b>Action:</b> Paul to review the BSAC website template against our website and identify any potential improvements to our website. Noting that Paul won't have time to do this for a couple of months. - Ongoing</p> <p><b>Action:</b> Paul to produce a costing for continued supply of helium after following purchase of helium bottle for Trimix course. - Ongoing</p> <p><b>Action:</b> Paul to update the diving standards to make it compulsory to have a written dive plan and redundant air supply for dives deeper than 35m and to make in compulsory to have a written dive plan for planed decompression dives. - Ongoing</p> <p><b>Action:</b> Paul Fry to ask Tim Walker to organise an annual skill review. - Ongoing</p> <p><b>Action:</b> Gary to produce press releases publicising life time club memberships and making Paul Rose Club Patron. - Complete</p> <p><b>Action:</b> Gary to make enquires to see if he can get find someone who can etch or cut out plaque. – Action transferred to Paul Fry</p> <p><b>Action:</b> Russ to ask Dave Mason if he knows anyone who can etch to cut out plaque. – Action transferred to Paul Fry</p> <p><b>Action:</b> John Denman to update insurance cover to include new items of equipment. - Ongoing</p> <p><b>Action:</b> Paul Fry to updated nitrox log sheets to include a column for fills from the new panel. - Ongoing</p> <p><b>Action:</b> Mark Littlewood to produce new tags to indentify cylinders to be filled using the continuous blending panel. –Complete</p> <p><b>Action:</b> Lucy Rutherford to ask all club members what there nitrox qualification are and to make this information available within the compressor house. - Ongoing</p> <p><b>Action:</b> Lucy Rutherford to send letter of thanks to Capernwray. - Complete</p>
<b>3 Secretary's Report</b>	40 <sup>th</sup> Anniversary certificate has been received from BSAC. Gary Davis to frame the certificate. Paul Fry to then put certificate in display case with poster in the Leisure Centre.

Item	Discussion
<b>4 Treasurer's Report</b>	<p>See Appendix 1 for current figures. The forecast does not include any income from the Steam Fair.</p> <p>Existing members who have renewed their subscriptions are highlighted in colour, in Appendix 2. In addition there are 3 new members; A Dixon, M Thomson and P Coates.</p> <p>Collecting money from some members who used nitrox during the 12 months up to the end of August has been problematic. Think usual suspects. I'll chase them again in a week or so. I think this will be an on-going issue if members are allowed to pay for nitrox retrospectively.</p>
<b>5 Diving Officer's Report</b>	<p>No DO report in minutes due to computer failure, resulting in loss of DO report for September.</p>
<b>6 Equipment Officer's report</b>	<p>Number three whip is bleeding off. Brian to try and fix whip and get serviced if it cannot be fixed. Paul also stated that the King Blender was not working and that he would investigate.</p> <p>The committee agreed to lend kit to Paul Rose for use at litter pick on the 25<sup>th</sup> November.</p> <p>The committee agreed to Paul Fry purchasing two bottle of helium for the tri-mix course on the basis that the costs of this would be recovered from the course participants.</p>
<b>7 Try Dive Co-ordinator's report</b>	<p>No further try divers awaiting dives, Gary has also chased up previous interested try divers with no further interest.</p>
<b>8 Welfare</b>	<p>Issues associated with concerns about a potential club member were discussed.</p>
<b>9 Website</b>	<p>Gary has updated the website frontpage and Paul has added some new photos.</p>
<b>10 Social Events</b>	<p>Lucy Rutherford is organising tickets to go and see Doug Allen on the 11<sup>th</sup> November.</p> <p>Naomi Fisher offered to arrange a night at the climbing wall.</p> <p>The club will be attending the Bonfire Night Celebrations at Capernwray on the 7<sup>th</sup> November.</p>
<b>11 Grant Award</b>	<p>All items have been purchased. Training is required for compressor operators on the new blender. Paul Fry to arrange further AED training. Gary Davis to organise AED training for Debbie Davis, David Fisher and Naomi Fisher.</p> <p>End of grant review needs to be completed and sent to awarding agency.</p>
<b>12 40<sup>th</sup> Birthday Celebrations</b>	<p>Invites to the 40<sup>th</sup> Party have been sent out. Gordon is selling tickets. Provisional numbers need to be supplied to the Carus Green by the 16<sup>th</sup> November. Menu choices need to be supplied to Carus Green by the 22<sup>nd</sup> November. Menu choices to be sent out following purchase of tickets. Final numbers are required to the Carus Green on the 29<sup>th</sup> November, these numbers will be invoiced by the Carus Green.</p> <p>Brian to invite Chris and Carol from Capernwray to the party.</p>
<b>13 Committee Vacancies</b>	<p>David Fisher was co-opted to the committee. John Thompson (Eloises Dads) has offer to take on the position of Treasurer.</p>

Item	Discussion
13 AoB	Nothing to report
14 Next meeting	Lakes Leisure, Kendal, 7:15 pm 20 <sup>th</sup> November 2012.
15 Summary of Actions Arising	<p><b>Action:</b> Paul to review the BSAC website template against our website and identify any potential improvements to our website. Noting that Paul won't have time to do this for a couple of months.</p> <p><b>Action:</b> Paul to produce a costing for continued supply of helium after following purchase of helium bottle for Trimix course.</p> <p><b>Action:</b> Paul to update the diving standards to make it compulsory to have a written dive plan and redundant air supply for dives deeper than 35m and to make in compulsory to have a written dive plan for planed decompression dives.</p> <p><b>Action:</b> Paul Fry to ask Tim Walker to organise an annual skill review.</p> <p><b>Action:</b> Paul Fry to make enquires to see if he can get find someone who can etch or cut out plaque.</p> <p><b>Action:</b> John Denman to update insurance cover to include new items of equipment.</p> <p><b>Action:</b> Paul Fry to updated nitrox log sheets to include a column for fills from the new panel.</p> <p><b>Action:</b> Lucy Rutherford to ask all club members what there nitrox qualification are and to make this information available within the compressor house.</p> <p><b>Action:</b> Gary Davis to place 40<sup>th</sup> anniversary certificate within frame.</p> <p><b>Action:</b> Paul Fry to put 40<sup>th</sup> anniversary certificate in display case with poster in the Leisure Centre.</p> <p><b>Action:</b> Brian to invite Chris and Carol from Capernwray to the party.</p>

## Appendix 1: Kendal and Lakes Accounts

### Kendal and Lakes SAC

	24 October 2012	Actual Year Aug-12	Forecast Year Aug-13	Change £	Change %
<b>Income</b>		£	£	£	%
BSAC		1966	1565	-401	
Membership fees		3448	2556	-892	-26
Training		2290	200	-2090	
Air/Compressor		210	110	-100	
Nitrox		211	0	-211	
Try Dives		110	90	-20	
Donations		10020	0	-10020	
Fundraising Events		920	0	-920	
Kit Hire		16	0	-16	
Compressor Fund		0	0	0	
Interest Received		178	158	-21	
Miscellaneous		5	0	-5	
				0	
<b>Income</b>		<b>19373</b>	<b>4679</b>	<b>-14694</b>	<b>-76</b>
<b>Expenditure</b>					
BSAC Membership		1625	1565	-60	
Instructor Rebates		510	0	-510	
Training		1039	588	-452	
Nitrox		9	0	-9	
Insurance		1237	1270	33	
Rates/Rent		639	550	-89	
Pool		1627	1749	121	
Kit, repairs, etc		10508	174	-10334	
Oxygen		235	112	-124	
Admin		74	23	-52	
Fundraising Events		131	100	-31	
Donations		0	0	0	
Petty cash		0	0	0	
Miscellaneous		0	0	0	
<b>Expenditure</b>		<b>17635</b>	<b>6130</b>	<b>-11505</b>	<b>-65</b>
<b>Surplus/(Deficit)</b>		<b>1738</b>	<b>-1451</b>	<b>-3189</b>	<b>-184</b>

**Kendal and Lakes SAC**

24 October 2012

**Profit and Loss Account**

	Actual Year Aug-12 £	Forecast Year Aug-13 £	Change £	Change %
Income	19373	4679	-14694	-76
Expenditure	-17635	-6130	11505	-65
Surplus/(Deficit)	1738	-1451	-3189	

**Balance Sheet**

	31 Aug 2012 £	Move £	Current date £
Deposit Account	12600	158	12758
Current Account	4784	-616	4168
Cash	17384	-459	16926
Debtors	1032	-957	75
Creditors	-1870	-36	-1906
Working capital	-838	-993	-1831
Net assets	16546	-1451	15095
Surplus/(Deficit) for YTD		-1451	-1451
Surplus/(Deficit) at previous year end	16546	0	16546
Net assets	16546	-1451	15095

## Appendix 2: Current Renewals

MEM. NO.	FORENAMES	SURNAME	GRADE	INSTRUCTOR	MEM. TYPE
A812681	Mark	Bland	Training		Full Diving Member
A812577	Alexandra	Casement	Ocean Diver		Junior
A812622	Sandra	Constance	Ocean Diver		Joint Member
A812623	Chris	Constance	Ocean Diver		Full Diving Member
A812748	James	Cook	Ocean Diver		Junior
A779222	Matt	Cropley	Dive Leader		Full Diving Member
A787185	Amber	Cropley	Ocean Diver		Junior
A652005	Russell	Curwen	Advanced	Assist.Diving	Full Diving Member
A763462	Terence	Curwen	Sports Diver		Full Diving Member
A736430	Gary	Davis	Advanced	Open Water	Full Diving Member
A736431	Deborah	Davis	Advanced	Open Water	Joint Member
A793792	John	Denman	Ocean Diver		Full Diving Member
A446028	Alexander	Donald	Advanced	Open Water	Full Diving Member
A814644	David	Durnford	Ocean Diver		Full Diving Member
A762475	Christopher	Edmondson	Ocean Diver		Full Diving Member
A801038	Naomi	Fisher	Dive Leader		Full Diving Member
A801039	David	Fisher	Dive Leader		Joint Member
A810211	Sean	Fletcher			Full Diving Member
A816212	Andrew Brian	Fletcher	Training		Full Diving Member
A816215	George Thomas	Fletcher	Training		Junior
A755133	Paul	Fry	Dive Leader	Open Water	Full Diving Member
A702807	Russell	Gibbon	Dive Leader		Full Diving Member
A276956	John	Greener	Advanced		Full Diving Member
A769882	David	Harvey	Dive Leader		Full Diving Member
A812579	Reanne	Harvey	Training		Junior
A812580	Olivia	Harvey	Training		Junior
A815375	Lorna	Hodgkinson	Training		Full Diving Member
A770789	Tom	Howarth	Dive Leader		Full Diving Member
A796846	Daniel	Howarth	Ocean Diver		Full Diving Member
A748765	Toby	Hubbard	Sports Diver		Full Diving Member
A804739	Rebecca	Hubbard	Sports Diver		Joint Member
A683852	Paul	Jackson	Advanced	Assist. Diving	Full Diving Member
A808933	Elaine	Jones	Training		Full Diving Member
A642616	Andrew	Kent	Advanced	Open Water	Full Diving Member
A779927	Amber	Kershaw	Sports Diver		Full Diving Member
A808303	Joseph James	Leach	Training		Junior
A763465	Mark	Littlewood	Advanced	Open Water	Full Diving Member
A244352	Brian	Loader	Advanced	Advanced	Full Diving Member
A518206	Dave	Mason	Advanced	Open Water	Full Diving Member
A808979	Christine	McGrath	Ocean Diver		Full Diving Member
A809855	Leigh-Ann	McGrath	Ocean Diver		Full Diving Member
A788734	Stephen	Mitchell	Sports Diver		Full Diving Member
A808156	Terry	Peet	Sports Diver		Full Diving Member

MEM. NO.	FORENAMES	SURNAME	GRADE	INSTRUCTOR	MEM. TYPE
A808158	Caroline	Peet	Sports Diver		Joint Member
A753931	Gary	Pennington	Dive Leader	Open Water	Full Diving Member
A756407	Ian	Pennington	Dive Leader		Full Diving Member
A792384	Rhys John	Pennington	PADI Open Water		Junior
A812578	Shantel	Primmer	Ocean Diver		Full Diving Member
A715107	John	Reddy	Advanced		Full Diving Member
A721708	Stephen	Richards	Advanced	Open Water	Full Diving Member
A740737	Lucy	Rutherford	Advanced	Open Water	Full Diving Member
A733370	Julia	Salisbury	Dive Leader		Full Diving Member
A320892	Christopher	Simm	Dive Leader	Open Water	Full Diving Member
A816118	Lisa	Singleton	Training		Full Diving Member
A672356	Elizabeth	Skinner	Advanced	Open Water	Full Diving Member
A678257	David	Skinner	Advanced	Open Water	Joint Member
A759807	Sean	Taylor	Dive Leader	Open Water	Full Diving Member
A802890	Ewan Nathanial	Tennant	Training		Junior
A801040	Eloise	Thompson	Ocean Diver		Junior
A446042	Tim	Walker	Advanced	Advanced	Full Diving Member
A739451	Jane	Wilson	Dive Leader		Full Diving Member
A815377	Christine	Wilson	Training		Full Diving Member
A808307	Tiree	Withers	Ocean Diver		Student