



Kendal & Lakes Sub-Aqua Club (Branch 0546)
Minutes of Committee Meeting
Tuesday 29th January 2013 at The Ring of Bells.

Present:

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

Apologies

Russ Curwen	Committee Member
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Item	Discussion
1 Minutes of last meeting	The minutes of the previous committee meeting on the 20 th November were read and approved.
2 Matters arising from last meeting	<p>Action: 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. Action Closed.</p> <p>Action: Paul to produce a costing for continued supply of helium. - Action Ongoing – Paul continuing to investigate supply of helium.</p> <p>Action: 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 planned decompression dives. When this is complete Paul to update version of diving standards on the website. – Action Ongoing</p> <p>Action: Paul Fry to ask Tim Walker to organise an annual skill review. – Action complete review to be carried out on the 3rd March.</p> <p>Action: Paul to get 40th anniversary plaque etched. – Action Ongoing.</p> <p>Action: Paul Fry to updated nitrox log sheets to include a column for fills from the new panel. – Action Ongoing</p> <p>Action: Lucy Rutherford to ask all club members what there nitrox qualification are and to make this information available within the compressor house. – Action Ongoing</p> <p>Action: Paul Fry to put 40th anniversary certificate in display case with poster in the Leisure Centre. – Action Ongoing</p> <p>Action: Paul Fry to get new trainee of the year award. – Action closed. New action raised on whole committee to think of ideas for new club awards.</p>
3 Appointment of Equipment Officer, Welfare Officer and Try Dive Co-ordinator	Brian Loader, Naomi Fisher and Gary Davis agreed to continue in the roles of Equipment Officer, Welfare Officer and Try-Dive Co-ordinator. This was approved by committee.

Item	Discussion
4 Matter Arising from AGM	<p>Update of the club constitution. The constitution has been updated and needs signed off (action).</p> <p>Update of committee contact details. Action: Lucy Rutherford to update committee details with BSAC.</p> <p>Welfare Action. Ongoing Paul to contact BSAC (action). See Welfare Officer Report for update on other welfare issues.</p>
5 Secretarys Report	Nothing to report.
6 Treasurer's Report	<p>See Appendix 1 for current figures.</p> <p>Pool booking needs to be made for this year. Mark has produced a list of dates for this booking. We need to check when the pool is closed for maintenance and ensure this isn't included in pool bookings. It is likely that this years booking will be at the full rate, without last years discount.</p>
7 Diving Officer's Report	<p>See Appendix 2.</p> <p>Supply of O2 was discussed and it was decided that we should pay for O2 to be delivered.</p>
8 Equipment Officer's report	One set of club regulators requires a new pressure gauge, Brian to buy replacement (£30 - £40) and fit. Brian also to purchase of PELI case and DIN fitting for He Analyser.
9 Try Dive Co-ordinator's report	No try dives currently arranged. One potential try dive for John Greener. One potential new member has contacted Gary.
10 Welfare Officers Report	<p>The new CRB system will allow CRBs to be transferred, and a new CRB will not be required for each organisation.</p> <p>Naomi to update list of those with CRBs and self declarations to ensure those who help out with try dives involving vulnerable people have CRBs or self declarations.</p>
11 Website	Gary Davis to assist Paul with website. Photos from 40 th anniversary party to be put on website.
12 Social Events	Naomi Fisher has offered to arrange a night at the climbing wall in 22 nd March
13 BSAC 60th Birthday Celebrations	<p>Events for BSAC 60th Anniversary were discussed. The first idea was an evening dive at Capernwray, with other local clubs to try and get 60 divers. This idea was raised with club during club meeting and many would attend. Mark to speak to Capernwray to see if they would be interested, then we will need to contact other clubs to identify a good date in the summer.</p> <p>Other potential events were discussed which could be done as both 60th birthday celebrations and to support Alice Escapes. Mark is contact Ian Pennington to discuss. A potential event discussed was a 60 km relay round Capernwray possibly running, walking, cycling and swimming. Action: All committee members to think of potential events which could celebrate BSAC 60th anniversary and raise funds for Alice Escapes.</p>
14 AoB	Nothing

Item	Discussion
15 Next meeting	Ring of Bells, 7 pm 26 th February 2013
16 Summary of Actions Arising	<p>Action: Paul to produce a costing for continued supply of helium.</p> <p>Action: 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 planned decompression dives. When this is complete Paul to update version of diving standards on the website.</p> <p>Action: Paul Fry to ask Tim Walker to organise an annual skill review.</p> <p>Action: Paul to get 40th anniversary plaque etched.</p> <p>Action: Paul Fry to updated nitrox log sheets to include a column for fills from the new panel.</p> <p>Action: Lucy Rutherford to ask all club members what there nitrox qualification are and to make this information available within the compressor house.</p> <p>Action: Paul Fry to put 40th anniversary certificate in display case with poster in the Leisure Centre.</p> <p>Action: Committee member to think of ideas for new club awards.</p> <p>Action: Lucy Rutherford to update committee details with BSAC and get updated Club Constitution signed off.</p> <p>Action: Paul Fry agreed to contact BSAC Headquarters to request further information on what support would be given by BSAC to a member accused of abuse.</p> <p>Action: Mark Littlewood to contact Capernwray to see if they would be interested in hosting an evening dive to support BSACs 60th Birthday. Mark to also arrange contact with other local branches to arrange a suitable date for the event.</p> <p>Action: Mark Littlewood to contact Ian Pennington to discuss club holding a fundraising event for Alice Escapes.</p> <p>Action: All committee members to think of potential events which could celebrate BSAC 60th anniversary and raise funds for Alice Escapes.</p>

Appendix 1: Kendal and Lakes Accounts

	Year Aug-12 £	Year Aug-13 £	Change £	Change %
Income	19375.87	6188.79	13187.08	-68
Expenditure	17635.32	6655.33	10979.99	-62
Surplus/(Deficit)	1740.55	-466.54	-2207.09	
Balance Sheet				
	31 Aug 2012 £	Move £	Current date £	
Deposit Account	12600.38	157.50	12757.88	
Current Account	4783.96	255.35	5039.31	
Cash	17384.34	412.85	17797.19	
Petty cash	107.91	79.18	187.09	
Debtors	1035.00	1035.00	0.00	
Creditors	-1978.01	214.81	-1763.20	
Working capital	-835.10	-741.01	-1576.11	
Net assets	16549.24	-328.16	16221.08	
Surplus/(Deficit) for YTD		-466.54	-466.54	
Surplus/(Deficit) at previous year end	16687.62	0.00	16687.62	
Net assets	16687.62	-466.54	16221.08	

Appendix 2: DO Report January 2013

Dives

December, the dives for December were reported in the AGM DO report and I am not repeating them here.

January Dives

So far this month there have been three dives, one at Devils Bridge, one at Bailiff Wood and one night dive at Ullswater. Both dives last weekend were cancelled due to bad weather.

Training

Advanced Diver

David & Naomi Fisher, Matt Cropley and Mark Thompson have completed lesson one of the Advanced Diver course with Tim Walker providing the training.

24/01/2013	AT1 The role of the Advanced Diver
07/02/2013	AT 2 Advanced Diving
	AT 3 Organising Diving from Different
14/02/2013	Platforms
	AT 4 Review of Diving Conditions and on
21/02/2013	Site First Aid
????	Exam

Sport Diver

Eloise has completed theory work and exam. Lisa, Olivia and Tiree have completed the first 4 lectures. Despite there being numerous dives being offered which could be used as experience dives there has been no progress made on either experience or SD lessons.

Ocean Divers

We have 5 Ocean Divers just starting their training Peter, Laura, Alison, have made a great start on their theory lectures with OT3 being completed.

With the exception of Peter they have all completed OS1 and will be doing OS2 tonight (Peter OS1 tonight)

Training Survey

The training survey has been poorly received with only three responses from members. I will be trying to complete the SDC's requested during the summer.

AED Training

We have had one further session with the AED training, no other training has been arranged or requested. I await a reply to the BSAC query over qualification costs.



Gases

I am hoping to go to Barrow over the next few weeks in which case I can collect more O2. Otherwise we could order the gas and pay the £35 delivery surcharge.

Debris Dive

March 2nd 120-200 divers from all over UK. Paul Rose and I are finalising the plan.

Risk assessment

Dive Plan

Site Plan