



**Kendal & Lakes Sub-Aqua Club (Branch 0546)**  
**Minutes of Committee Meeting**  
**Tuesday 26<sup>th</sup> February 2013 at The Ring O'Bells.**

**Present:**

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

**Apologies**

Lucy Rutherford	Club Secretary
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Item	Discussion
<p><b>1 Minutes of last meeting</b></p>	<p>The minutes of the previous committee meeting on the 29<sup>th</sup> January were read and approved.</p>
<p><b>2 Matters arising from last meeting</b></p>	<p><b>Action:</b> Paul to produce a costing for continued supply of helium. - 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. When this is complete Paul to update version of diving standards on the website. - ongoing</p> <p>Action: Paul Fry to ask Tim Walker to organise an annual skill review. Date has been set for Annual Skill Review Saturday 23rd March 2013 at Capernwray. Action Closed.</p> <p><b>Action:</b> Paul to get 40<sup>th</sup> anniversary plaque etched. - 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> Lucy Rutherford to ask all club members what there nitrox qualification are and to make this information available within the compressor house. Action Complete.</p> <p><b>Action:</b> Paul Fry to put 40<sup>th</sup> anniversary certificate in display case with poster in the Leisure Centre. - ongoing</p> <p><b>Action:</b> Committee member to think of ideas for new club awards. - ongoing</p> <p><b>Action:</b> Lucy Rutherford to update committee details with BSAC and get updated Club Constitution signed off. - ongoing</p> <p><b>Action:</b> 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. - ongoing</p> <p><b>Action:</b> 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. ML has contacted Capernwray but not other branches for a 60th</p>

Item	Discussion
	<p>Anniversary Dive Evening. – ongoing.</p> <p><b>Action:</b> Mark Littlewood to contact Ian Pennington to discuss club holding a fundraising event for Alice Escapes. - ongoing</p> <p><b>Action:</b> All committee members to think of potential events which could celebrate BSAC 60<sup>th</sup> anniversary and raise funds for Alice Escapes. - ongoing</p>
<b>3 Secretaries Report</b>	No secretary.
<b>4 Treasurer's Report</b>	<p>See Appendix 1 for current figures.</p> <p>Still waiting for an invoice for the hire of the pool for the next 12 month period. All dates required and other requirements have been given to Ann Delahunty.</p> <p>There were no questions about the accounts.</p>
<b>5 Diving Officer's Report</b>	<p>In summary there were very few dives in February because of the weather.</p> <p>Advanced Diver Training is in progress.</p> <p>Ocean Diver training – John has caught up with the others on Theory lessons.</p> <p>Claire seems unlikely to continue training.</p> <p>Debris Dive – could be as many as 300 divers turning up. Paul gave a summary of the organisational plan.</p>
<b>6 Equipment Officer's report</b>	<p>Faulty HP gauge on Club regs has now been replaced.</p> <p>There is a Buddy BC feed missing – Club Members check your kit.</p> <p>Case for the Helium analyser to be purchased</p> <p>A suit feed was found on Club Regs – subsequently found that it belonged to Capernwray and has been returned to them. Instructors should check that students have returned ALL hired equipment.</p> <p>A bag of diving equipment has been donated to the club via Gary Davis.</p>
<b>7 Try Dive Co-ordinator's report</b>	<p>2 tonight via Chris Constance.</p> <p>One enquiry via BSAC website today.</p>
<b>8 Welfare Officers Report</b>	Nothing to report.
<b>9 Website</b>	Nothing to report.
<b>10 Social Events</b>	Climbing Night scheduled for 22nd March has been postponed – New date TBA
<b>11 AoB</b>	<p>Bellsfield Pool no longer available to the Branch due to a change of General Manager at the hotel.</p> <p>New option – Sedbergh School £27.50 per hour. Unsure of availability during term time.</p> <p>Naomi suggested a Grant Application for Club Drysuits. Decided that we should review this in 3 months time having monitored how well new hire suits at Capernwray perform.</p>

Item	Discussion
	Chairman told the meeting that he will not be renewing his membership in September for personal reasons.
<b>12 Next meeting</b>	Ring of Bells, 7:15 pm 26 <sup>th</sup> March 2013
<b>13 Summary of Actions Arising</b>	<p><b>Action:</b> Paul to produce a costing for continued supply of helium.</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. When this is complete Paul to update version of diving standards on the website.</p> <p><b>Action:</b> Paul to get 40<sup>th</sup> anniversary plaque etched.</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> Paul Fry to put 40<sup>th</sup> anniversary certificate in display case with poster in the Leisure Centre.</p> <p><b>Action:</b> Committee member to think of ideas for new club awards.</p> <p><b>Action:</b> Lucy Rutherford to update committee details with BSAC and get updated Club Constitution signed off.</p> <p><b>Action:</b> 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><b>Action:</b> Mark Littlewood to contact Capernwray to see if they would be interested in hosting an evening dive to support BSACs 60<sup>th</sup> Birthday. Mark to also arrange contact with other local branches to arrange a suitable date for the event.</p> <p><b>Action:</b> Mark Littlewood to contact Ian Pennington to discuss club holding a fundraising event for Alice Escapes.</p> <p><b>Action:</b> All committee members to think of potential events which could celebrate BSAC 60<sup>th</sup> anniversary and raise funds for Alice Escapes.</p>



**Appendix 1: Kendal and Lakes Accounts**

**Kendal and Lakes SAC**

	Actual Year Aug-12	Forecast Year Aug-13	Change	Change
	£	£	£	%
<b>Income</b>				
BSAC	1965.50	1733.67	-231.83	-12
Membership fees	3447.50	2816.33	-631.17	-18
Training	2290.00	930.00	-1360.00	-59
Air/Compressor	210.00	170.00	-40.00	
Nitrox	214.00	0.00	-214.00	-100
Try Dives	110.00	130.00	20.00	18
Donations	10020.00	50.00	-9970.00	
Fundraising Events	920.00	122.91	-797.09	-87
	0.00	0.00	0.00	
Kit Hire	15.50	0.00	-15.50	
Compressor Fund	0.00	0.00	0.00	#DIV/0!
Interest Received	178.37	157.50	-20.87	-12
Miscellaneous	5.00	78.38	73.38	1468
			0.00	
<b>Income</b>	<b>19375.87</b>	<b>6188.79</b>	<b>-13187.08</b>	<b>-68</b>
<b>Expenditure</b>				
BSAC Membership	1624.50	1805.67	181.17	11
	0.00	0.00	0.00	#DIV/0!
Instructor Rebates	510.00	0.00	-510.00	-100
Training	1039.35	667.68	-371.67	-36
Nitrox	9.00	0.00	-9.00	-100
Insurance	1237.27	2053.72	816.45	66
Rates/Rent	638.90	593.64	-45.26	-7
Pool	1627.40	1998.50	371.10	23
Kit, repairs, etc	10508.41	374.40	-10134.01	-96
Air/#Oxygen	235.40	296.41	61.01	26
Admin	74.31	46.14	-28.17	
Fundraising Events	130.78	0.00	-130.78	-100
Donations	0.00	0.00	0.00	
Petty cash	0.00	0.00	0.00	#DIV/0!
Miscellaneous	0.00		0.00	
<b>Expenditure</b>	<b>17635.32</b>	<b>7836.16</b>	<b>-9799.16</b>	<b>-56</b>
<b>Surplus/(Deficit)</b>	<b>1740.55</b>	<b>-1647.37</b>	<b>-3387.92</b>	<b>-195</b>

## Kendal and Lakes SAC

### Profit and Loss Account

	Actual Year Aug-12 £	Forecast Year Aug-13 £	Change £	Change %
Income	19375.87	6188.79	-13187.08	-68
Expenditure	-17635.32	-7836.16	9799.16	-56
Surplus/(Deficit)	<u>1740.55</u>	<u>-1647.37</u>	<u>-3387.92</u>	

### Balance Sheet

	31 Aug 2012 £	Move £	Current date £
Deposit Account	12600.38	157.50	12757.88
Current Account	4783.96	-1063.86	3720.10
Cash	<u>17384.34</u>	<u>-906.36</u>	<u>16477.98</u>
Petty cash	107.91	79.18	187.09
Debtors	1035.00	-1035.00	0.00
Creditors	-1978.01	214.81	-1763.20
Working capital	<u>-835.10</u>	<u>-741.01</u>	<u>-1576.11</u>
Net assets	<u>16549.24</u>	<u>-1647.37</u>	<u>14901.87</u>
Surplus/(Deficit) for YTD		-1647.37	-1647.37
Surplus/(Deficit) at previous year end	16549.24	0.00	16549.24
Net assets	<u>16549.24</u>	<u>-1647.37</u>	<u>14901.87</u>