



Kendal & Lakes Sub-Aqua Club (Branch 0546)
Minutes of Committee Meeting
Tuesday 30th April 2013 at The Ring O’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
Russ Curwen	Committee Member
Gordon Donald	Club Member

Item	Discussion
1 Minutes of last meeting	The minutes of the previous committee meeting on the 30 th March were read and approved.
2 Matters arising from last meeting	<p>Action: Paul to produce a costing for continued supply of helium. - ongoing</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 planed decompression dives. When this is complete Paul to update version of diving standards on the website. - ongoing</p> <p>Action: Paul to get 40th anniversary plaque etched. - ongoing</p> <p>Action: Paul Fry to updated nitrox log sheets to include a column for fills from the new panel. - ongoing</p> <p>Action: Paul Fry to put 40th anniversary certificate in display case with poster in the Leisure Centre. - ongoing</p> <p>Action: Committee member to think of ideas for new club awards. – The potential to buy yearly awards was suggested and dismissed. It was decided to leave as current awards for the present.</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. - ongoing</p> <p>Action: Naomi Fisher to develop a check list for (defib., O2 kit and first aid kit) to be put up in the compressor house. Club members to be trained in checking of defib on 2nd March. – Training has been carried out. Naomi has not yet completed check list – ongoing.</p> <p>Action: To check O2 kit mask and purchase a new mask if required. – New mask sourced. – action closed.</p> <p>Action: All committee members to think of potential events which could celebrate BSAC 60th anniversary and raise funds for Alice Escapes. – 60th anniversary do organised, not other ideas identified – action closed. It was noted that Capernwray don’t have draft beer currently, Mark to discuss with Capernwray.</p>
3 Secretaries Report	Club Handbook has been updated and uploaded to the website.

Item	Discussion
<p>4 Treasurer's Report</p>	<p>See Appendix 1 for current figures. Currently it looks like we will break even this year, including donation from helping with the steam gathering. It was therefore concluded at the moment there is no need in increase club fees.</p> <p>We have finally had the invoice from Lakes Leisure. The total due is £2305.11 (compared to £2006.50 last year). Splitting pool night and club night was discussed but it was felt this would not be a good idea. The invoice can be paid in installments, it was decided to do this. John Thompson will also go back to the Leisure Centre to ask them to justify this increase in cost.</p> <p>We have also had the combined engineering insurance quote for £356.80. Last year it was £329. As the premium is due for payment by 3rd May, John proposed to go ahead and pay this. It was agreed to pay this insurance. Paul Fry to speak to Blue Fin to see if the midi pump should be included on this insurance.</p>
<p>5 Diving Officer's Report</p>	<p>See Appendix 2.</p>
<p>6 Equipment Officer's report</p>	<p>Regulators and tanks will need servicing over the summer.</p> <p>Case for the Helium analyser to be purchased.</p> <p>When weather warms up a day will be selected to clear out compressor house in June. In parallel we need to plan how to reorganise movement of compressor equipment and look at moving O2 and He bottles into the grey shed.</p> <p>Brian to produce a inventory of club kit. Brian to also produce a list of BDLS equipment which he would potentially sell to the club.</p>
<p>7 Try Dive Co-ordinator's report</p>	<p>3 try dives on 30th April.</p>
<p>8 Welfare Officers Report</p>	<p>Nothing to report.</p>
<p>9 Website</p>	<p>Nothing to report.</p>
<p>10 Social Events</p>	<p>Mark Littlewood to look at organising a night at rifle shooting range on Parkside Road on the 5th June.</p> <p>Gary to organise a pizza night after the Steam Gathering.</p>
<p>11 AoB</p>	<p>60th Anniversary. Mark is organising night at Capernwray on the 14th June. Issue about beer, see review of matters arising from March Committee Meeting.</p> <p>Filters for O2 kits, Dave Fisher to source some disposable filters.</p>
<p>12 Next meeting</p>	<p>Ring of Bells, 7:00 pm 5th June 2013</p>
<p>13 Summary of Actions Arising</p>	<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 planed decompression dives. When this is complete Paul to update version of diving standards on the</p>

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	<p>website.</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: Paul Fry to put 40th anniversary certificate in display case with poster in the Leisure Centre.</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: Naomi Fisher to develop a check list for (defib., O2 kit and first aid kit) to be put up in the compressor house.</p> <p>Action: Paul Fry to speak to Blue Fin to see if the midi pump should be included on the engineering insurance.</p> <p>Action: Brian Loader to produce a inventory of club kit and list of BDLS equipment which he would potentially sell to the club.</p> <p>Action: Dave Fisher to purchase disposable filter for use with the O2 Kits.</p>

Appendix 1: Kendal and Lakes Accounts

Kendal and Lakes SAC

	Actual Year Aug-12 £	Forecast Year Aug-13 £	Change £	Change %
Income				
BSAC	1965.50	1790.09	-175.41	-9
Membership fees	3447.50	2946.33	-501.17	-15
Training	2290.00	1305.00	-985.00	-43
Air/Compressor	210.00	225.00	15.00	
Nitrox	214.00	0.00	-214.00	-100
Try Dives	110.00	145.00	35.00	32
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	50.00	50.00	#DIV/0!
Interest Received	178.37	162.83	-15.54	-9
Miscellaneous	5.00	78.38	73.38	1468
			0.00	
Income	19375.87	6875.54	-12500.33	-65
Expenditure				
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	306.49	71.09	30
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	#REF!		#REF!	
Expenditure	#REF!	7846.24	#REF!	#REF!
Surplus/(Deficit)	#REF!	-970.70	#REF!	#REF!

Kendal and Lakes SAC

Profit and Loss Account

	Actual Year Aug-12 £	Forecast Year Aug-13 £	Change £	Change %
Income	19375.87	6875.54	-12500.33	-65
Expenditure	#REF!	-7846.24	#REF!	#REF!
Surplus/(Deficit)	#REF!	-970.70	#REF!	

Balance Sheet

	31 Aug 2012 £	Move £	Current date £
Deposit Account	12600.38	157.50	12757.88
Current Account	4783.96	-479.76	4304.20
Cash	17384.34	-322.26	17062.08
Petty cash	107.91	79.18	187.09
Debtors	1035.00	-1035.00	0.00
Creditors	-1978.01	267.38	-1710.63
Working capital	-835.10	-688.44	-1523.54
Net assets	16549.24	-1010.70	15538.54
Surplus/(Deficit) for YTD		-970.70	-970.70
Surplus/(Deficit) at previous year end	16509.24	0.00	16509.24
Net assets	16509.24	-970.70	15538.54



Appendix 2 DO Report

Dive Officers Report April 2013

Dives

Date	Venue	DM	Divers	Minutes	Notes
2 March	Windermere	Paul Fry	265	12000	262 divers on first dive 135 divers on 2nd
10 March	Bailiff Wood	David & Naomi Fisher	3	90	
16 March	Capenwray	David & Naomi Fisher	-	-	No dive sheet
23 March	Capernwray	Mark Littlewood	6	380	
30 March	Capernwray	Paul Fry	5	180	

Training

Four Ocean diver trainees have completed their theory, and sheltered water training as well as a deep pool session at Sedbergh School

Alison, John & Peter (AAS & Weight Belt to do) have completed OO2 and Laura has completed OO1

Sport diver training- Lisa has completed SO2 & 3. The remaining Sport divers (Tiree, Eloise, ...) have not been able to do any open water dives and will need to complete some refreshment training.

Andrew & George Fletcher and Phil ??? have started Sport Diver training>

Matt, Mark Thompson, David & Naomi Fisher have completed their Advanced Diver theory and will be doing their exam ???

Mark has planned and is delivering his expedition to Mull on 13th July

Naomi & David are planning a trip to Mull at Easter 2014

AED – Caroline & Terry Peet and Andrew Fletcher have completed AED course.

Skills Review was cancelled due to cold conditions.

Other

Increase in Freeflows possibly due to cold weather or poor servicing. Refreshed club night attendees with Freeflow procedure.

Hodge Close- Incident involving David Durnford and myself where I suffered a freeflow on the decent and DD didn't surface but continued the dive with another pair, until that pair surfaced some 15-20 minutes later.

I have written to him explaining that it must not happen again.

Paul Fry
Dive Officer”