

## CCRC Committee Meeting

19 February 2025	
Attendees	Rob Plummer Stephen Hall Paul Conniff Janet Kyle Carol Littlewood
Apologies	Anna Conniff Gordon Bell
Agenda	<ul style="list-style-type: none"> <li>▪ Apologies</li> <li>▪ Minutes of previous meeting</li> <li>▪ AGM <ul style="list-style-type: none"> <li>○ Bank Balance</li> <li>○ Fees for 2025</li> <li>○ Insurance</li> </ul> </li> <li>▪ Trailer grant application</li> <li>▪ Safety <ul style="list-style-type: none"> <li>○ Life Jackets</li> <li>○ Radio</li> </ul> </li> <li>▪ Maintenance / Oars</li> <li>▪ Beginners Course / Try rowing / training</li> <li>▪ Events 2025</li> <li>▪ Worlds</li> <li>▪ Group Risk Assessment Policy</li> <li>▪ AOB</li> <li>▪ Date for next meeting</li> </ul>

Issue		Action
<b>Items outstanding</b>		
<b>Maintenance</b>	<i>Add screw driver to LB kit</i> <i>Check brake light</i> <i>PLB battery check (pdf of manual on Google Drive)</i> <i>Create spreadsheet to record safety checks</i> <i>Check with SCRA rules if metal pins are ok for footrest</i>	RP SH RP GB  PC SH
<b>Radio</b>	<i>Buy replacement (orange one has died)</i>	RP
<b>Worlds</b>	<i>Add rowing machine group to Whatsapp</i>	
<b>Risk Assessment Policy</b>	<i>Draw up a document.</i>	RP / SH /PC

<b>AGM</b>	Sunday 16 <sup>th</sup> March Boat insurance – check Fees – agreed to raise annual membership to £30 (presume insurance going up and replacing life jackets and a radio)	Anna /RP
<b>Financial Update</b>	Bank Balance £687. We are likely to have expenditure of £400-£500 for 2 new life jackets and radio.	
<b>Life Jackets</b>	We will replace the two of them, once Gordon has exhausted repair options.	
<b>Taster sessions</b>	One a month, Do on a Saturday. Need to have 2 more experienced rowers as well as a cox Need to have signed up for a taster course Charge £10 for first 2 sessions then time to decide to join Sh to add something to website	SH
<b>Trailer Grant Application</b>	Ongoing	PC
<b>Events 2025</b>	Five harbours row 10 May Broughty Ferry Johnshaven Fish Festival Aug N Berwick Aug	SH
<b>Stonehaven Regatta</b>	Ask Jim Brown to a meeting Weds evening to discuss feasibility from Stonehaven Harbour perspective	RP/SH
<b>Worlds</b>	Promote rowing machine app Virtual challenge SH keen to do a 14 minute row, 7 in one direction and 7 in the opposite and then record distance covered	RP
<b>Group Risk Assessment</b>	Draw up a policy document	RP/SH/PC
<b>AOB</b>	Review Crew Lead – get them all up to speed (plus others who would like to develop) – keep	RP
	Sunday afternoon – Make an afternoon with a training session Sunday 16 <sup>th</sup> March – Safety training – what’s in the cox’s bag, life jackets, plb stations, radio  Add safety knife to cox’s	