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Minutes from 62nd Annual General Meeting 4th Dec 2022

The sixty second Annual General Meeting of the club took place at the Clubhouse, Shopsdam Road, Lancing and on line via 'TEAMS' on Sunday 4th Dec 2022 at 3pm. There were 24 members present at the club and 4 present online.

1. Declare the meeting open

2. Received apologies for absence:

Penny Mathews, Malcolm Littlejohn, Dave Carter, Sean Dwyer.

3. Approve the minutes of the 2021 AGM

ACTION: The minutes from 2021 to be sent out after this AGM and approved at an EGM scheduled to discuss swimming membership.

4. Honorary Secretary's report

Completed the first year of the secretary duties – no major items to report.

5. Honorary Treasurer's report including report on canteen (see Appendix for files)

Discussed the COVID grant to support the canteen and the result of the canteen trial, recommended continuing with the Helena.

Expenses: Some increase in insurance to cover the increases in costs to replace e.g. rescue boat engines. Maintenance up due to increased usage and also a number of repairs to rescue boat propellers and guards. Plus enhancements including; new gates, heaters, credit card readers, boiler, painted building, new trailer. In progress – increased storage for kayaks and SUPs.

Balance sheet: Currently have a significant reserve.

Fees: no reason to increase fees at the moment since we are 'balancing the books', we are very cost effective in the local area.

Swimmers: Have contributed well to the club over this year

General comment re accounts: please can we have a guide on how to read the accounts.

ACTION: Guide on how to read accounts

Question: there is an increase in income/fees in 2024, is this based on the improvements? Yes

Question: Should we increase fees to build a fund for improvements – this was seen as difficult as we already have significant reserves.

6. To adopt and sign the balance sheet and accounts as certified by the Honorary Accounts Examiner

Passed

7. To receive the Sailing Secretary's report (see Appendix for files)

Few people are qualifying by series and the sailing committee has decided that we could encourage the participation in series by announcing each series on Facebook and the Lancing general WhatsApp.

We ran two very successful Open events in the year and both the ILCA fleet and the RS700s were hugely appreciative of the organisation and effort put in by our club members to make them so good. The RS 700s will be coming back in 2024 probably with a one day event to be held on a

Saturday, potentially with another windward leeward fleet. We had 31 club members contributing to the RS700 event - a tremendous achievement.

The Battle of the Beaches and Barts Bash events with Shoreham were also successful again and dates are already in the calendar for next year.

Afternoon races in 2022 were almost completely unsuccessful, the sailing committee will be considering more options for next year, possibly a greater variety of courses and unofficial races.

Membership of Sailing Committee: Will Apps will take over as Sailing Secretary from 2023 and will continue doing the results for one more year. Simon is looking for a volunteer to take on duty man and has said he will not do it beyond 2023.

Duties: There have been a few issues with members not turning up for duties and also Covid has still had an impact. Next year we are suggesting asking family members to let us know on their membership form whether they are willing to do duties as well.

Plans for 2023: A provisional calendar will be available on the LSC site by the end of the week.

Discussion:

The personal handicap system was updated this year and need to keep going.

Discussion re Duties: Simon and Penny and others have done over their quota by a significant amount. Would it be worth having a first reserve? Duty man relies on emails whilst we use whatsapp – is there another option to Dutyman? **ACTION** take to sailing committee.

Discussion went to membership – if we have trouble with duties, we need more members – a general membership drive could be considered.

Have a go days was raised – why don't we do these? This will be addressed in the training discussion – where people are joining the club via the training program.

Can race results be accessible – yes.

Comment that canteen duties were good for training younger members.

8. To receive the Commodore's report including development group update

Have been in a period of rebuilding post pandemic, especially the social side, with some success. Training has brought in families to the club which has been great. The training volunteers have done a great job and we thank them for their efforts.

We have a new laser and 3 toppers so we can start to get them racing. Moving forward, we will be structuring the training differently by having a reduced number of training days and asking new members to get external training eg RYA level 2 courses.

Thanks to new members to the committee; Bob Bosun, Will Apps Sailing sec, Simon Mathews V commodore, Tom Williams communications.

Propose making the swimming members as permanent members following a successful year.

We are working up plans for incremental plans to improve the club:

- Additional storage – for SUPs under the swimming membership category as part of the development strategy.
- 50% in favour of gabian wall, 90% in favour of doing something.
- Full development plans will be discussed later today.

Canteen – propose to extend next year as it has been running this year.

Bar – Thanks to Neil and Bob for running the bar and those running socials.

Website – thanks to Craig for running the website.

Barry had additional mention for his additional support around the club.

Question re having lights as well as flags – **ACTION** take to sailing committee.

Comments re training programme – are we going too far with no novice training – perhaps have a couple of focussed days.

Proposal of thanks for Matt and the sailing training team.

Can we develop the Whatsapp group to promote Sat sailing with safety cover **ACTION** sailing committee

Comment – it was almost like there was two clubs (Sat/Sun) sailors – could we do training on a Sunday afternoon? **ACTION** sailing committee.

Comment – Training has become a Saturday club where they are left – could we limit to a 6 week course.

Training discussion culminated in – we need a training officer, volunteers please – we can pay for their training.

9. Election of the officers, committee and honorary accounts examiner:

Flag Officers:

- Commodore Matt Carter, and Rear Commodore Sean Dwyer, Honorary Secretary Peter Fussey and Honorary Treasurer Andy Carter offer themselves for re-election. Dave proposed Barry Seconds
- Simon Mathews is proposed for the post of Vice Commodore by Peter Fussey and seconded by Matt Carter.

Committee members:

- The following members offer themselves for re-election: Angela Davey, Barry Simmons, Diana Croker, Tom Williams and Melodie Tyrer. Bob proposes, Peter seconds.
- Robert Trevis has volunteered as bosun. Proposed by Karen and seconded by Dave

All positions passed unanimously

In addition, Will Apps has joined the committee as Sailing Secretary.

Number of attendances at main committee meetings since last AGM (out of 9 meetings). These meetings were a mix of online via "Teams" and in person.

Sean Dwyer (5), Matt Carter (7), Andrew Carter (6), Angela Davey (6), Barry Simmons (6), Diana Croker (6), Simon Mathews (5), Peter Fussey (7), Tom Williams (2), Melodie Tyrer (4), Liz Hills (2)

In accordance with rule 26, Andrew Carter proposes and Peter Fussey seconds Chay Took for Honorary Accounts Examiner

Passed unanimously

10. To confirm the re-election of honorary members: Mark Littlejohn, Don Allwright, Dave Carter and the Commodores of our neighbouring clubs.

Passed unanimously

11. Vote to extend swimmers membership for an additional year.

Proposed by Matt, Andy Seconds. it was proposed as a trial last time but need details of change to rules in order to vote – awaiting official minutes. **ACTION** This will be done via an online EGM.

Passed with 2 abstentions.

12. Agreement to extend to other watersports under the same membership category as swimming members.

Matt proposes actively marketing to other watersports using the swimming membership as a route to membership. This is not a new membership category and new members would be vetted by the membership secretary.

Request to include this discussion into the EGM discussion for Swimmers.

13. A discussion regarding the development plans and proposals to change the fence in front of the clubhouse – to be limited to 30 minutes maximum.

14.Any Other Business

Open positions: Social Rep, Training Officer

15.The meeting was formally closed.

Summary of Actions:

ID	Owner	Detail	Target Date	Status
22_1	PF	Send out AGM 2021 minutes and call EGM to allow vote on Swimmers membership	End Dec	Open
22_2	AC	Guide on how to read accounts	Next AGM	Open
22_3	WA Sailing Committee	Investigate alternatives to Dutyman	Start of sailing 2023	Open
22_4	WA Sailing Committee	Review using lights instead of flags	Start of sailing 2023	Open
22_5	WA Sailing Committee	Schedules outside racing: Can we offer Saturday sailing with safety cover, could the training be on Sunday afternoon	Start of sailing 2023	Open
22_6	MCM	Open positions that need volunteers: Social Rep, Training Officer	Start of sailing 2023	Open

Presentation of clubhouse development

- Incremental changes, avoiding rework. Currently at the point of
- Phase 1: Storage, aesthetic improvements to clubhouse, add gate to side of building.
- Phase 2: Balcony extension
- Later phases – clubhouse reconfiguration

Discussion:

- Should revisit earlier discussions when the current clubhouse was configured
- Include security of valuables as a consideration
- Benefits from having it in the current formation haven't been realised – so perhaps the earlier decision would have been different
- Need to consider lifting drinks and taking rubbish out if the bar is upstairs.
- Need to avoid having people standing in front of race box
- Consider discussing with planners to ensure any extensions are in line with planning before we spend too much on plans
- Good to avoid walking upstairs in wet shoes
- Do we have a ball park figure – not yet, need basic plans first
- Who is on the Development committee: Matt, Andy, Nick, Dick Apps, Will, Johnny, Melodie.
- Would it be good to understand sizes of comparable sailing clubs – its difficult as the sizes doesn't always relate to the numbers of users.
- Discussion on progressive improvements

Appendix: Sailing and Finance Reports

Sailing Report for the AGM December 2022



Below a table showing that turnouts up until the commodores cup were slightly up on last year but since we have been only able to run 4 out the 12 races of that series the overall picture shows a drop in the medium fleet, a slight increase in the fast fleet and a big increase in the slow fleet.

Sailing Numbers 2022

		2022	2021
Easter	Fast	9	8
	Slow	11	19
	Total	20	27
Spring	Fast	16	15
	Medium	18	20
	Slow	19	5
	Total	43	40
Summer A	Fast	16	10
	Medium	21	18
	Slow	13	5
	Total	50	33
Summer B	Fast	12	9
	Medium	11	16
	Slow	9	5
	Total	32	29
Club Champs	Total	26	24
Wed Eve	Total	44	34
Commodores Cup	Fast	5	15
	Medium	12	20
	Slow	5	8
	Total	22	43
Pursuit	Total	11	7
Overall	Fast	58	57
	Medium	73	93
	Slow	46	23



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Membership of Sailing Committee

Will Apps will take over as Sailing Secretary from 2023 and will continue doing the results for one more year. Simon is looking for a volunteer to take on duty man and has said he will not do it beyond 2023.

Duties

There have been a few issues with members not turning up for duties and also Covid has still had an impact. Next year we are suggesting asking family members to let us know on their membership form whether they are willing to do duties as well.

Plans for 2023

A provisional calendar will be available on the LSC site by the end of the week.

Thanks

Simon

LSC accounts

LANCING SAILING CLUB						
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2022						
1 Social account			2022		2020	
	£	£	£	£	£	£
Income net of expenses:						
Italian Night			500		-	
Youth Dinner			374		-	
			1,351		-	
Expenditure:						
Italian Night			340		-	
Youth Dinner			229		-	
			874		-	
			476		-	
2 Bar account			2022		2021	
	£	£	£	£	£	
Sales			-		-	
Cost of sales:						
Opening stock			159		159	
Purchases			-		-	
Closing stock			(159)		(159)	
			-		-	
			-		-	
3 Tangible fixed assets						
	Land	Club-house	Fixtures & fittings	Club Boats	Safety boats	Total
	£	£	£	£	£	£
Cost or valuation						
As at 1 October 2021	19,363	290,304	26,904	17,321	37,345	391,236
Additions	-	-	6,103	-	-	6,103
Disposals	-	-	-	(413)	(500)	(913)
As at 30 September 2022	19,363	290,304	33,007	16,908	36,845	396,427
Depreciation						
As at 1 October 2021			23,842	13,660	34,672	72,174
Charge for the year			2,291	883	638	3,812
Disposals			-	(282)	(382)	(664)
As at 30 September 2022			26,133	14,261	34,928	75,322
Net Book Values						
As at 30 September 2022	19,363	290,304	6,874	2,647	1,917	321,105
As at 30 September 2021	19,363	290,304	3,062	3,661	2,673	319,062

LANCING SAILING CLUB				
CASH FLOW FOR THE YEAR ENDED 30 SEPTEMBER 2022				
	£	2022	£	2021
	£	£	£	£
BANK O/BAL		40,413		30,661
INCOME				
Membership income	20,913		16,832	
Canteen	(12)		406	
Bar & Social account	476		-	
Opens events	367		240	
FIT Income	2,908		1,639	
Other	3,493		9,237	
Loan				
TOTAL INCOME	28,145		28,354	
EXPENDITURE				
Telephone	-		543	
Rates and water	-		-	
Light and heat	782		415	
Insurance	4,509		3,163	
Printing, postage and stationery	1,189		1,647	
Subscriptions	695		250	
Petrol and oil	640		448	
Engine maintenance	1,357		927	
Premises maintenance	6,177		3,737	
Trophies and prizes	928		332	
Loan Payments & Interest			5,700	
Sundry expenses	165		-	
Legal & Professional	398		70	
Club Boats	1,173		313	
Fixed Asset Purchase & Disposals	6,103		858	
Stock & Floats	(378)		158	
TOTAL EXPENDITURE	23,739		18,602	
BANK C/BAL		44,819		40,413

LANCING SAILING CLUB					
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 SEPTEMBER 2022					
	Note	£	2022	£	2020
			£	£	£
INCOME					
Membership income			20,913		16,832
Canteen			(12)		406
Social account	1		476		-
Bar account	2		-		-
Opens events			367		240
FIT Income			2,908		1,639
Other			3,493		9,237
			28,145		28,354
EXPENSES					
Telephone			-		543
Rates and water			-		-
Light and heat			782		415
Insurance			4,509		3,163
Printing, postage and stationery			1,189		1,647
Subscriptions			695		250
Petrol and oil			640		448
Engine maintenance			1,357		927
Premises maintenance			6,177		3,737
Trophies and prizes			928		332
Loan interest			-		200
Sundry expenses			165		-
Legal and professional			398		70
Club boat maintenance			1,173		313
Depreciation & Loss on Disposal			4,061		3,135
			(22,074)		(15,181)
SURPLUS FOR THE YEAR			6,071		13,173
GENERAL RESERVE BROUGHT FORWARD			359,852		346,679
GENERAL RESERVE CARRIED FORWARD			365,923		359,852

LANCING SAILING CLUB				
BALANCE SHEET AS AT 30 SEPTEMBER 2022				
	Note	£	2022	£
			£	£
FIXED ASSETS				
Tangible fixed assets	3		321,105	319,062
CURRENT ASSETS				
Bar stock		159		159
Canteen stock		20		20
Cash and floats		44		542
Cash at bank		44,596		40,069
			44,819	40,790
CURRENT LIABILITIES				
Loans		-		-
			-	-
NET CURRENT ASSETS			44,819	40,790
LIABILITIES DUE AFTER ONE YEAR				
Loans		-		-
NET ASSETS			365,924	359,852
REPRESENTED BY:				
General reserve			365,923	373,026

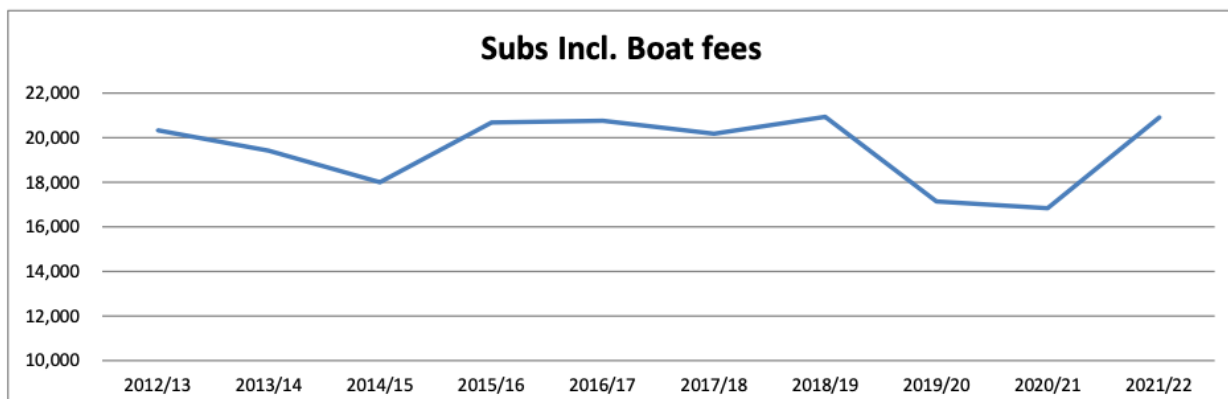
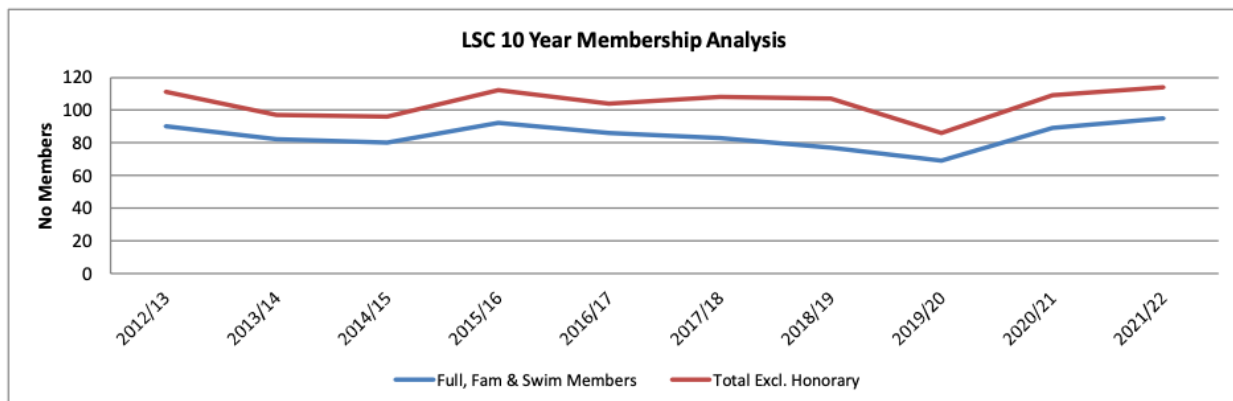
AGM Finance report

Lancing Sailing Club Membership Analysis

Membership Numbers

Category	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Associate	4	3	5	6	2	0	0	1	0	0
Full	17	17	16	27	27	25	26	28	28	26
Family	73	65	64	65	59	58	51	41	56	52
Honorary	8	8	7	7	10	8	8	7	8	8
Junior	5	2	3	3	3	10	17	5	9	11
Senior	6	5	4	5	6	5	6	7	6	4
Student	3	4	3	3	6	6	4	4	3	3
Young adult	3	1	1	3	1	4	3	0	2	1
Swimmers									5	17
Total	119	105	103	119	114	116	115	93	117	122

Category	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Full, Fam & Swim Members	90	82	80	92	86	83	77	69	89	95
Total Excl. Honorary	111	97	96	112	104	108	107	86	109	114
Subs Incl. Boat fees	20,313	19,403	17,997	20,670	20,750	20,177	20,924	17,126	16,832	20,913
Avg subs per Full/Fam member	226	237	225	225	241	243	272	248	189	220
Avg fee increase/decrease	12%	5%	-5%	0%	7%	1%	12%	-9%	-24%	16%



Lancing Sailing Club - 5 Year Plan

5 year Cash Flow Analysis		0%	0%	6%	5%	5%	5%
Year		2022	2023	2024	2025	2026	2027
Income	Subs	20,913	20,913	22,168	23,276	24,440	25,662
	Canteen / Bar	- 12	- 500	- 500	- 500	- 500	- 500
	Social	476	500	500	500	500	500
	Opens	367	350	350	350	350	350
	Solar Panels	2,908	2,100	2,100	2,100	2,100	2,100
	Other	3,493					
	Total Income	28,145	23,363	24,618	25,726	26,890	28,112
Expenditure							
	Safety Boats	1,357	1,500	1,500	1,500	1,500	1,500
	Building Maintenance	6,177	5,000	5,000	5,000	5,000	8,000
	Rent/Rates	-	-	-	-	-	-
	Gas, Electric & Water	782	782	1,500	1,575	1,654	1,736
	Insurance	4,509	4,600	4,700	4,800	4,900	5,000
	Prizes	928	928	984	1,033	1,085	1,139
	Admin	1,587	1,700	1,750	1,800	1,850	1,900
	Fuel	640	500	550	578	606	637
	Club Boats	1,173	800	848	890	935	982
	Other	165					
	RYA Subscription	695	695	737	774	812	853
	Mortgage/Debenture	-	-				
	Fixed Asset Purchase	6,103	35,000	3,000	8,000	3,000	8,000
	Debenture Interest						
	Total Exp	24,116	51,505	20,568	25,949	21,342	29,746
Surplus/(Loss)		4,029	- 28,142	4,049	- 223	5,548	- 1,634
Profit & Loss		2022	2023	2024	2025	2026	2027
Income		28,145	23,363	24,618	25,726	26,890	28,112
Expenditure							
	Safety Boats	1,357	1,500	1,500	1,500	1,500	1,500
	Building Maintenance	6,177	5,000	5,000	5,000	5,000	8,000
	Rent/Rates	-	-	-	-	-	-
	Electric & Water	782	782	1,500	1,575	1,654	1,736
	Insurance	4,509	4,600	4,700	4,800	4,900	5,000
	Prizes	928	928	984	1,033	1,085	1,139
	Admin	1,587	1,700	1,750	1,800	1,850	1,900
	Fuel	640	500	550	578	606	637
	Club Boats	1,173	800	848	890	935	982
	Other	165	-	-	-	-	-
	RYA Subscription	695	695	737	774	812	853
	Depn	4,061	10,000	9,000	8,000	7,000	6,000
	Interest						
	Loss On Disposal						
		22,074	26,505	26,568	25,949	25,342	27,746
Surplus/Loss for year		6,071	- 3,142	- 1,951	- 223	1,548	366
Balance Sheet		2022	2023	2024	2025	2026	2027
Fixed Assets		321,104	346,104	340,104	340,104	336,104	338,104
Current Assets							
	Stock	347	347	348	349	350	350
	Cash & Floats	227	227	228	229	230	230
	Cash At Bank	44,098	15,956	20,005	19,782	25,330	23,696
Total Liabilities							
	Loan 1						
	Loan 2						
	Debentures						
Net Current Assets		44,672	16,530	20,581	20,360	25,910	24,276
Net Assets		365,776	362,634	360,685	360,464	362,014	362,380
General Reserve		365,776	362,634	360,685	360,464	362,014	362,380