

## Minutes of the RTYC General Committee Meeting held on Thursday 5 January 2017

### Present:

Commodore	Andrew Beaumont-Hope
Vice Commodore	Steve Stokes
Rear Commodore Sail	Matt Green
Hon Secretary	Elizabeth Anderson
Hon Treasurer	John Adkin

Stuart Carter, Karen Cox, Malcolm Hasler, Andy Ketteringham, Dave Parish, Anne Peers, Paul Russell

**Apologies:** RCC Stan Jacob, HO Judy Pearson, Dick Smith

### Approval of the Minutes of the Previous Meeting

The Minutes of the General Committee meeting held on 20 December 2016 were read and agreed.  
Proposed by Paul Russell and Seconded by Karen Cox

**Matters Arising**            None

### Correspondence:

Thank you email received from Diane Bourne of the Royal Harbour Academy for the RTYC Donation of £400. The money was gratefully received.

Email received from Maura Pell requesting that her concerns be noted by the Committee with regard to RTYC assisting in the promotion of the Harbour at the Boat Show. The Commodore advised the Committee that the Club's support of the Harbour Office during the Boat Show Week was seen as a means of improving our relationship with the Harbour and promoting Ramsgate Week and the Club. The Vice Commodore will respond direct to Maura.

### Hon Secretary:

The staff are working well and this week have a programme of spring cleaning through the Club. Members who have not paid their subscriptions have now been suspended. Reminder emails were sent with no response received to date.

### Hon Treasurer: Finance previous month and YTD:

The Bank balances at January 2017 were £171,612.00, against c£171357.00 for January 2016

The Profit and Loss has been set up and it is hoped to start with a limited rolling 3 monthly report to the Committee. The PAYE, NEST and VAT Returns are due by the end of this month, therefore the reports should start after this work has been brought up to date.

Malcolm Hasler pointed out to the Committee that he had raised a query with regard to the Finance Committee. He reminded the General Committee that the rule book states we should have such a committee which he felt would aid transparency and he wished to offer to stand for and serve on this committee. The Commodore responded that in the past financial policy decisions have been brought to the General Committee. The Finance Committee would only have been formed when a specific concern has been raised. Members have been the Commodore, Vice Commodore, Hon Secretary, Hon Treasurer and one other. Going forward it is proposed to continue in this way. MH stated that he was not comfortable with this and reinforced his view that such a committee should be formed in accordance with the Rule Book. One proposition the General Committee considered was to allow all Proprietary Members the opportunity to stand for this committee following which the General Committee would appoint the members to this committee. FM stated that this may be the best way forward as the committee is made up of not less 3 and no more than 5 and it should be a standing committee, though he felt it would not be appropriate for people to be coming and going and not have representatives from the General Committee who know the day to day running of the club. HT John Adkin advised the meeting that he is currently working on financial controls, updating the reporting systems, building in budgets etc and would agree with the Commodore's previous suggestion of four people to discuss the more complex issues should the need arise, and would propose the Commodore, Vice Commodore, Hon Secretary and Hon Treasurer. Stuart Carter stated that according to the Club Rules the Finance Committee would appear to have no role, as its purpose is advising on the financial policy only and cannot not usurp the functions of the HT, it is policy committee not a managing committee.

There was considerable discussion with regard to the constitution of the Finance Committee but it was agreed that our financial policy was good governance, which the General Committee collectively observe as its remit. The Commodore reinforced the proposal that members of the Finance Committee could comprise the Commodore, Vice Commodore, Hon Secretary and Hon Treasurer and this recommendation was Proposed by Karen Cox and Seconded by Andy Ketteringham.

**Bar previous month & YTD plus stock:**

The Christmas period was a success for the bar with a good stock take. The mini Proseccos are popular as if Fever Tree. The Committee should be aware, however that we are £10k year on year taking into account increased staffing costs taking into account increases in minimum wages and pension payments, therefore our profit is decreasing. We did not increase the price of our drinks last year but we may need to reconsider for this year.

AK stated that we should also consider making alternative arrangements for cover in the Club when staff are not available so that we can continue offering our rooms during staff holiday periods.

**Rear Commodore Sail:**

Matt and Steve have had a handover meeting. A draft Sailing programme is in place and once updated this can now go on the website and circulated to members.

Race Hut: A safety check is required and equipment will need to be upgraded.

It is hoped to hold an Open Day in May 2017.

MG is interested in the Academy participating in sailing but has not taken this further. The Commodore stated that Nigel Collingwood and Tommy Foster are keen to get started working on the Academy and a meeting has been arranged with the Sea Cadets to see if we can get them involved.

**Rear Commodore Cruisers:**

Cruising programme received and handed to the Rear Commodore Sail.

**Hon House Officer's update:** No Report

**Entertainments:**

Draft Entertainments programme will be circulated once this has been finalised.

DP extended his thanks to all those who worked on the NYE Dinner, it was an excellent evening. HS stated that feedback received was very positive.

**Ramsgate Week:**

All working well. Rooks, Page and Son, Ikom, Miles and Barr back on board as sponsors.

Shepherd Neame have provided beers and T shirts for the Boat Show and have increased their sponsorship of Ramsgate Week.

Round the Goodwins Race has been reinstated at the start of the Week on the 23 July 2017.

**Navigation School:** No Report

**Academy:**

See under Rear Commodore Sail Report.

**Incorporation of the RTYC:**

FM updated the committee and advised that the RTYC will become the RTYC Ltd. All proprietary members will become company members and guarantors of the RTYC Limited. FM has been working on the M&A which will govern the corporate conduct of the Club as a business. The rules and Byelaws will govern the way the club operates. Our existing rules and byelaws would effectively continue with few changes and will regulate the conduct of the club, committees and so on.

The General Committee is regulated by the rules and byelaws and will control the club as before but there needs to set up an entity with a Board of Directors that have a responsibility to the Club. The Board will delegate the operation of the Club to this General Committee.

FM has sent a draft to the Commodore for his view. The next step is to formalise and run this document past the lawyers this will then be brought to the committee for their view. In advance of the OGM the document will then go to the General Committee and all members.

Under incorporation the role of the Trustee disappears as the assets of the Club and building will form part of the asset register of RTYC Ltd.

However it is proposed that there should be 3 non-executive Directors of the Board who will have overlapping terms of appointment to the Board and this will provide a longer term view and assist with corporate governance.

The Directors of the Board will be appointed by company (previously proprietary) members at the AGM's. The Directors will comprise the Club Officers and the non-executive Directors of the Board.

Next step is to formalise the M&A, Rules & Byelaws, get these circulated to the Commodore, Vice Commodore, HS, HT and Stuart Carter and then to the next meeting of the General Committee. These can also be made available to other Committee members if they wish, but no other member of the committee requested a copy.

There will need to be an audit of the Club assets and FM to ask Peter Smith from Dudley Gore about getting a valuation for all assets including the trophies and pictures. The HS advised that Club Insurers require us to provide a list and photographs of the pictures and Trophies and AP is working on this. The HO has arranged for Mac to clean go through all the trophies and we have requested Barry Duffield to come in to take photographs of these as well.

### **Membership Applications and resignations**

<b>Applications:</b> Piers Hodges & Jenny Sandford	Confirmed Joint Membership
Anthony & Elizabeth Harris	Confirmed Joint Membership

**Resignations:** None

**Deaths:** Warren Tuddenham, past Hon Treasurer, Vice Commodore, Commodore and Trustee passed away peacefully surrounded by his family on the 3 January 2017. He was also a keen cruising man and will be missed by the Club, the Committee send their condolences to his family.

### **AoB**

Review of Honorary Membership: The Committee assisted the HS with a review of the Honorary Members of the Club. The HS will now update the membership database.

AK advised that he will email to Committee members a copy of the Tracker QS which will be integrated into the Race Hut.

PR said he will be having a meeting on Saturday re the Club website.

SC asked when the Race Officers' Course will take place. The VC responded that he hopes to sort this out tomorrow.

MH – Safeguarding and Child Protection: This is still a work in progress and hopes to bring the draft policies and procedures to the next General Committee meeting.

KC requested the committee to read the Temple News as there is an article in this month on social media. The Commodore and KC have been discussing about getting people involved and having a photographic competition through Facebook, therefore this will include members and non-members. The prize to members will be £20 on their Gold Card, non-members will be £20 cash to spend across the bar, no alternative prize will be offered. The Committee agreed to the proposal, the HS reminded the committee that non-members must be signed in.

JA said that a drone was operating during the fireworks and asked how and when we would see this. KC responded that it should appear soon as it is probably in the editing stages.

Meeting finished: 22.03

Date of next meeting: Thursday 2 February 2016 @ 8.00 p.m.