**TEES ROWING CLUB – Secretary’s Report AGM 2020 15 March 2020**

**Committee Meeting Attendance March 2019 – February 2020**

The General Committee has met on 8 occasions during the past year

2019/20 attendance was as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Role** | **Postholder** | **Meetings attended** | **Notes** |
| President | Neil Dunning | - | Not required to attend |
| Chairman | Bob Holdsworth | 9/11 |  |
| Captain | Tom Hillier | 11/11 |  |
| Honorary Treasurer | Mark Benson | 9/11 |  |
| Honorary Secretary | Nick Boyne-Cross | 10/11 |  |
| Safety Adviser | Alan Puddick | 7/11 |  |
| Publicity Officer/Vice Captain | Lucy Radley | 9/11 |  |
| Equipment Manager | Vacant | - | Lucy Radley covering |
| Coaching Coordinator | Steven Leigh | 8/11 |  |
| Vice Captain | Greg Beswick | 10/11 |  |
| Assistant Treasurer | Fiona Ventress | 7/11 |  |
| Assistant Secretary | Karami Ure | 8/11 |  |
| TUBC representative | Imogen Kench | 6/11 |  |
| Ordinary Member | Dionne Dunning | 4/6 | Resigned October 2019 |
| Ordinary Member | Louise Summers | 3/4 | Appointed November 2019 |
| Ordinary Member | Richard Olver | 7/11 |  |

**Club Roles**

Job descriptions were revised and were uploaded to the Club website.

A number of roles saw changes in personnel:

* Tom Hillier became Captain at the last AGM
* Louise Henderson resigned as Club Welfare Officer
* Helen Wescott became Club Welfare Officer
* Dionne Dunning resigned as Ordinary Member
* Louise Summers was appointed as Ordinary Member

With effect from the date of the Annual General Meeting:

* Alan Puddick will step down as Safety Advisor
* Nick Boyne-Cross will step down as Honorary Secretary

I would like to express my thanks on behalf of the Club to all Officers, Committee Members and other volunteers for their contribution to the successful running of the Club during the past year.

In particular, Alan Puddick is sincerely thanked for many years service as Safety Advisor. Alan has carried out his duties diligently, minimising the number of incidents around the Club and during our events. Thanks to Alan’s efforts the Club has recently been commended for its safety reporting.

Thanks go to all Committee members for undertaking their roles. In addition I would add:

Thanks to Chris Kenyon, Dick Marlow and others, who put in a huge number of hours to ensure that the Tees fleet is the best maintained in the region. Thanks also to Lucy Radley who, besides maintaining the ergos and Watt bikes in the gym to very high standard has taken on the role of Equipment Manager, co-ordinating the work of the maintenance team and acting as the interface between the team and other members.

Thanks also to Richard Olver for his continuing dedication to trailer towing and also to Ralph Pickles, Dick Wilkinson and the junior parents who have also towed to make sure that we can compete whenever and wherever we want to.

Thanks to Kate O’Sullivan and her supporters for running the Junior section.

Thanks to Dionne Dunning for continuing in her role as Entry Secretary.

Thanks to Helen Wescott for taking on the role of Welfare Officer.

Thanks to Mike Fallaize for running the 100 Club, making a significant contribution to the Club funds. All members are very much encouraged to ‘invest’ £5 per month. All funds go in prizes or to the Club.

Stephen Heath, Dilwyn Jones and Alan Puddick plus their element leaders and all who volunteer at Regatta and Small Boats Head Race and Long Distance Sculls.

Special thanks go to Julie Leigh for her organisation and delivery of the catering for our events.

Thanks to Fiona Barlow and Mike Beever for maintaining the Club website.

Finally, to everyone runs or helps run squads, is a boat booker, coaches, organises activities events and comes to support.

There are many more opportunities to help run the Club. Please contact any member of the Committee if you are interested and they will find a task that fits in with the time you have to give.

**Policy Review**

The Safeguarding and Welfare Policy has been redrafted by Kate O’Sullivan, Anne-Marie Coulton and Karami Ure and has been posted to the Club website. The Whistle-blowing Policy has been completed and added to the web site. The Grievance and Disciplinary Procedure is being reviewed and updated.

The Club Rules relating to spending limits requiring approval were amended to reflect the increases in the cost of relatively minor items.

An item explaining the purpose of the Benevolent Fund was added to the Club Rules (see Athlete Support below).

Fit and Proper Person forms have been completed by the Chair and Officers to comply with HMRC rules.

The agreement between Teesside University and Tees Rowing Club was reviewed, bringing clearer time scales and responsibilities, and signed.

Work has started on the Five Year Plan and the Captain will continue to develop it with the new Committee.

A Data Protection audit started in January 2020. The aim is to ensure that the Club complies with data protection laws. A few issues have been found with information published on the Club website which have been resolved immediately.

**Athlete Support**

In March 2019, the Committee agreed to set up the Benevolent Fund to provide help for those who cannot afford in the short term to pay to participate in the sport of rowing, including participation in racing. This help may be provided to assist with payment of membership fees and costs associated with eligibility to compete in British Rowing events. Requests for assistance from the Benevolent Fund must be approved by any two of the officers of the club, namely the President, the Chair, The Treasurer and the Secretary.

This is consistent with our Community Amateur Sports Club status and its obligation to assist participation in the sport by people on low income.

Further support for one member was obtained from Middlesbrough and Teesside Philanthropic Fund.

**Boat Naming**

On 17 October 2019, the club enjoyed the naming of a new single, Stan, named in honour of the great character and coach, Stan Collingwood.

**Kat Copeland**

Kat Copeland, the Olympic Gold Medallist and Tees member, announced her retirement from international rowing in January 2019. It was disappointing that the Club was unable to mark the event due to the opportunity for Kat to attend being delayed until October 2019 which both parties agreed was rather too long after the event.

**RiverShack**

The Club has entered into an agreement with RiverShack, a provider of pleasure boating on the Tees, to allow RiverShack to use and maintain the Club’s stake boats while the Club retains the right to use the boats when required.

**Obituaries**

Alan Moses was one of the immediate post-war members who helped to re-establish rowing on the Tees. He was Club Captain in 1952 and 1953.

Tom Gilbert was a member in the 1960's and served on the Committee. He moved south many years ago but took an ongoing interest in the club including joining us in recent years at the Henley picnic.

**And Finally**

While I have enjoyed serving the Club as Secretary for the last eighteen months, I’m afraid that personal circumstances mean that I must step down. It has been a pleasure working with colleagues on the Committee and the rest of the membership.

**Nick Boyne-Cross**

March 2020