

# CITY BARGE

## Committee Meeting Minutes

<b>Date:</b>	Monday 23 October 2023
<b>Time:</b>	6.30 for 7.00 pm
<b>Venue:</b>	The Rose & Crown, 14 North Parade Avenue, Oxford OX2 6LX
<b>Attending:</b>	Richard Robinson - Chairman, Piero Bortoli, Sue Burton, Dek Cordingley, Pauline Dobbs, Laura Hutchins Payne, John Kinahan, and Tim Williams.
<b>Apologies:</b>	Katie Balfour, John Russell, and Andrew Thomson.
<b>Minutes:</b>	John Kinahan

<b>No.</b>	<b>Items/Actions</b>	<b>Action</b>
1.	<p><b>Approval of 17 May and 21 August minutes.</b></p> <ul style="list-style-type: none"> <li>The Minutes were approved by all, and then signed by the Chairman and Secretary. Thanks were expressed to PD for taking the 21 August minutes.</li> </ul>	
2.	<p><b>Matters arising - outstanding and action points</b></p> <ul style="list-style-type: none"> <li>The six session <b>initial training for beginners</b> is to be reduced in length to four sessions, and is intended to be held at Dorchester Sailing Club starting in March.</li> <li>A date is to be set for <b>rower overboard training</b>.</li> <li>In Marlow Rowing Club follow-up after an accident caused through no fault of the Club, it was found that a surprising number of members who self-certified as being able to swim were unable to pass the test. Following this the Committee agreed that City Barge should investigate hold <b>swim tests for all club rowers</b>.</li> <li>The <b>Robbert van Mesdag photobook of the build</b> will be produced by DC with text by TW in time for the next AGM.</li> <li>It was noted that the Paolo Brindisi identified in the May minutes as a guide to preserving oars from cracks and water damage was an incorrect spelling of Paolo Brandolisio's name, and should be corrected.</li> <li>PD was unanimously thanks for producing the August minutes.</li> </ul>	<p>PD</p> <p>PD/RHR RHR</p> <p>PD/RHR DC/TW</p> <p>JK</p>
3.	<p><b>Committee Members' Reports</b></p> <p><b>Chairman</b> - Report circulated.</p> <ul style="list-style-type: none"> <li>The Chairman will <b>step down from the 2025 AGM</b>.</li> <li>The Chairman will be living in Venice between 9 March and 1 June 2024, and a <b>Vice-Chairman will therefore need to be appointed</b> ahead of this time.</li> <li>A <b>planning meeting</b> may be held over the Winter to facilitate future activities.</li> <li>The <b>CIVV Rally report</b> is for the guidance of future City Barge organisers of such meetings.</li> <li>As items have been going missing from boats in the boathouse, there is a need to <b>audit all equipment in the boats</b>. This can best be done on Saturday mornings. There was general agreement that <b>on Saturday mornings when rowing is not possible, rowers who are due to attend should be prepared to take part in workshop tasks under supervision</b>.</li> </ul> <p><b>Standing Captain</b> - Report circulated.</p> <ul style="list-style-type: none"> <li>There was unanimous pleasure that JR, RHR, LHP and Clare</li> </ul>	<p>RHR/All Cttee</p> <p>RHR</p> <p>RHR/PB /TW</p>

	<p>Oxby have passed their Level 2 Poppiere exam.</p> <p><b>Social Secretary</b> - Report circulated.</p> <ul style="list-style-type: none"> <li>• Unanimous thanks were expressed to KB for her hard work both throughout the year and in arranging the 2023 Christmas dinner.</li> <li>• It was suggested that the <b>2024 Christmas dinner could be on a weekday night</b>, but two Cttee members noted that this would be difficult for members who work fulltime. The matter will remain under discussion.</li> </ul> <p><b>Membership Secretary</b></p> <ul style="list-style-type: none"> <li>• LHP had given Barclay's new documents to facilitate her <b>access to the bank account</b>, but there is still no date for this to be achieved. LHP and JR will continue to work on this.</li> <li>• <b>Completed membership forms</b> will not be routinely shared by the Membership Secretary and Treasurer with Committee members or others. However, specific people do have a need identified in the Privacy Policy for specific information to be shared with them. For example, the Standing Captain and poppieri must be given details of members' previous boating experience to identify training needs.</li> <li>• It was agreed that <b>all future subscription payments will be made by bank transfer only</b> and cheques will not be accepted.</li> <li>• The new Membership Application form should be prepared for the November meeting.</li> </ul> <p><b>Treasurer and Boathouse Management</b></p> <ul style="list-style-type: none"> <li>• In JR's absence in Argentina, RHR reported that our financial state was healthy, with £3,400 in the current account and £15,000 on deposit.</li> <li>• JR circulated a Boathouse Management Committee report on 11 October.</li> </ul> <p><b>Printer</b></p> <ul style="list-style-type: none"> <li>• The <b>2024 City Barge Calendar</b> will be produced by the end of November, and c. 10x copies will be posted to Venetian partner clubs and Row Venice.</li> </ul>	<p>KB</p> <p>LHP/JR</p> <p>LHP/JR</p> <p>LHP/JR</p> <p>LHP/RHR</p> <p>DC</p>
4.	<p><b>Rowing rules review</b></p> <ul style="list-style-type: none"> <li>• There was unanimous thanks to PD for her hard work with the Poppieri Committee on this task.</li> <li>• It was agreed that there was a distinction between Club <b>rules</b> (which are compulsory and which the Committee will enforce), and Club <b>guidance</b> (which the Committee offers as good advice but is not compulsory).</li> <li>• It was also agreed that <b>rules and guidance documents</b> (not just the current draft document) should: <ul style="list-style-type: none"> <li>- be guided by the good practice of very experienced Venetian rowers;</li> <li>- be as concise as possible and concentrate on the essentials;</li> <li>- and that there is no substitute for the regular repeated practise of Venetian rowing, as the challenge and opportunity for all Venetian rowers is to constantly learn to improve their rowing.</li> </ul> </li> <li>• The current draft document includes a number of elements which can be separated into: <ul style="list-style-type: none"> <li>- club rules for the standards Poppiere/Poppiara must achieve at each level;</li> <li>- club rules for those training Poppiere/Poppiara and beginners;</li> <li>- club rules for everything related to launching and recovering</li> </ul> </li> </ul>	

	<p>boats, as well as relating to leading and taking part in rowing activities;</p> <ul style="list-style-type: none"> <li>- club rules and guidance for those learning to row as well as more experienced rowers, following on from the existing Learn to Row Logbook produced for the initial rowing training course.</li> <li>• As it may be confusing to have all these elements together in one document, PD will <b>break the current draft document down into these elements in different documents.</b></li> <li>• Once finalised these documents will be published on the new website.</li> <li>• TW, to general approval, proposed a <b>half day meeting of all Pop pieri</b> in Spring to both <b>standardise the rowing techniques taught and revise rules/guidelines documents</b> as appropriate.</li> <li>• The safety elements of the existing four sources of <b>safety rules/guidance will be consolidated into one concise document</b> for publication on the new website.</li> </ul>	<p>PD</p> <p>PD</p> <p>PD/TW/ PB</p> <p>RHR</p>
5.	<p><b>Draft privacy policy for website</b></p> <ul style="list-style-type: none"> <li>• This was approved, subject to JR examining it after his return in December.</li> <li>• Respecting the wish of any members <b>who do not wish their photos to appear on the Club website or social media</b> will be achieved by circulating all members who take photos for the club (primarily PD, DC?) with the names of those who on their membership forms have not given consent.</li> <li>• It would be illegal to <b>share members' addresses and other personal data</b> with other members unless members have given consent for this on their membership application form.</li> <li>• Other related <b>documents which need updating</b> include our Constitution. This will be discussed at a future Committee meeting, the aim being to produce a draft informed by the British Rowing model constitution in time for the next AGM to discuss and if agreed approve the changes.</li> </ul>	<p>JK/JR</p> <p>LHP</p> <p>JK</p>
6.	<p><b>Incident involving Clare Oxby and Julie Parry, 10 August</b></p> <ul style="list-style-type: none"> <li>• This was very distressing for both Clare and Julie.</li> <li>• No reply has been received from Andrew Howard, proprietor of Magdalene Bridge Punt Station, and the Committee concluded from this that he will take no action to avoid a repetition.</li> <li>• In the absence of evidence to take effective legal action, such as the identification of the perpetrators, documentation and photos of the incident by independent witnesses, etc., the Committee concluded (based on experience of unrelated incidents) that the police would not be able to take action.</li> <li>• It was observed that the Cherwell throughout the summer months can be hazardous for Venetian rowing, as even well-intentioned punter hirers can have no understanding of how punts should be propelled and steered. It was therefore concluded that the <b>best guidance is that the Cherwell should be avoided when there is significant punt traffic.</b></li> </ul>	<p>PD/Pop pieri</p>
7.	<p><b>Presentations - Richard Bailey resignation</b></p> <ul style="list-style-type: none"> <li>• RB has resigned from the Committee, and to mark RB's long and much appreciated years of service to CB it was decided that a permanent "Blue Plaque" will be placed in the workshop. The costs will be borne by CB, though members are welcome to make a donation to the Club to support this, and it will be unveiled at a</li> </ul>	

	public event to which RB will be invited. RHR, TW, and DC will investigate a suitable design.	RHR/T W/DC
7.	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>Richard Bailey has a gondola, a trailer, and a half-rigged gig for sale. All are stored in the Barn.</li> <li>As CB is expected to wear Settemari kit in Venice, It was decided that in future international visitors to rallies hosted by City Barge should be asked <b>to wear City Barge kit</b>. This can be either ordered from Godfreys by the visitors, or a cotton T-shirt or similar along the lines of the 2023 CIVV Rally t-shirt can be produced more economically.</li> <li>Rowers against Sewage are holding an inaugural Oxford meeting on 8 November in the Friends' Meeting House on St Giles. Any volunteers to represent CB should give their name to RHR.</li> <li>Clare Oxby informally relayed Falcon's invitation and interest in trying Venetian rowing, and RHR tried to arrange this with John Hill for 8 July 2023. Anna Railton (former Falcon Kayak captain) was enthusiastic and suggested to JK that this should be expanded to include City of Oxford. The aim of the day/morning would be to encourage members of all three clubs to try each other's various types of rowing, and so encourage more potential members and co-operation among all three clubs. A suitable date should be found in Summer 2024.</li> <li>PD outlined an idea to anticipate the river being closed for rowing. She proposed that a boat (Piero) be kept at Wallingford Sailing Club over the winter. She has contacted WSC and will report back.</li> <li>Sandolo covers need to be checked. A new cover could be made for the boat costing c£1000. Quotes to be obtained.</li> <li>It was suggested that members should wear City Barge kit on Saturday training days. This was felt to be a good idea, though some felt that "Whites" were impractical.</li> </ul>	<p>DC</p> <p>DC/LHP</p> <p>All Cttee</p> <p>RHR/PD/ JK/Clare?</p> <p>PD</p> <p>PD/PB</p>
	<p><b>Date of next meeting</b></p> <ul style="list-style-type: none"> <li>The next meeting will be on Monday 20 November at 7.00pm</li> </ul>	
<b>The meeting ended at 21.15</b>		
John Kinahan	Secretary	Richard Robinson Chairman
Signed .....		Signed .....
Date.....		Date .....