

NELSON'S COASTAL WATERSPORTS TRUST
MINUTES OF THE DIRECTORS MEETING
HELD ON
TUESDAY OCTOBER 31ST AT 12 NOON
AT
THE JOLLY SAILORS, BRANCASTER STAITHE, NORFOLK

PRESENT

Sandra Squire (SS) (Chairman)

Julian Kirk (JK)

Angie Fitch Tillet (AFT)

Jacqueline Westrop (Minutes) (JW)

1.) Welcome

The meeting was formally opened at 12.05 by the chairman Sandra Squire. Who formally welcomed all those present to this the inaugural full meeting of Nelson's Coastal Watersports Trust (NCWT) directors

2.) Apologies

There being a full attendance of directors of NCWT no apologies are recorded

3.) Declaration of interests

(A declaration of an interest should indicate the nature of the interest and the agenda item to which it relates if a disclosable pecuniary interest is declared the trustee or any other member present should withdraw whilst the matter is discussed)

The above definition of interest was accepted by all those present and will be used for future meetings. There were no such items on the current agenda

4.) Mission statement vision and values review and amend if necessary

The current mission statement was reviewed, and it was felt that whilst this was sufficient to enable the company to be formed, there were some shortcomings that needed to be addressed along with the format of the current mission statement AFT suggested short sharp bullet points make the vision statement more palatable and various ideas were discussed

It was **RESOLVED** that

- JW take the current document and re work it into a different format for other directions to review, and amend as necessary for formal adoption at the next board meeting
- The initial period of the Trusts life will focus on establishing itself in Norfolk building a knowledge bank among clubs and start to foster activities

5.) Business plan initial ideas and development

Item not progressed at this meeting and rolled forward to the next Directors meeting

6.) Action plan going forward

A full discussion was held on this item, and it was concluded that a full annualised programme of activities around rowing and water skiing could be undertaken and sailing and kayaking would be reserved for the six month period May – October. Clubs to help this were identified and the issue of what we charge discussed. The programme will be put onto the web site with a brief form to register an expression of interest attached.

It was **RESOLVED** that

- The action plan would be drafted and placed on the website by JW/SS Activity days to be on a Sunday for preference to maximise family participation
- Enquiries about the commencement of rowing and waterskiing activities to be established by AFT and JK and fed back to SS for realistic start times to be established
- SS to talk to relevant clubs to check that they are happy to host events

7.) Regulatory and fundraising requirements

JW ran through the additional regulatory requirements that would be needed to meet funding arrangements in future there was a further discussion about Public Liability Insurance. The view was also taken that minutes would be placed on the web site upon approval by all directors

The Directors noted fundraising and funding but in view of the commercial sensitivity of this matter a confidential minute would be kept until such times as the information could be appropriately released into the public domain

It was **RESOLVED** that

- JW create and circulate in draft form at the required regulatory polices for comment and correction, and hopefully, adoption at the next Directors meeting
- That the issue of public liability insurance be looked into by JK & AFT
- Funding would be the subject of a confidential minute that would not be posted on the public website until agreed by all directors that it was appropriate to do

8.) Date of meetings (provisional) for 2018

These were not fixed at this meeting but will be rolled over to the next business meeting

9.) A.O.B

- Date of next meeting **MONDAY NOVEMBER 20TH 12 NOON** at The Jolly Sailors Brancaster

There being no further business the meeting was formerly closed by the chair at 14.22 p.m

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Sandra Squire

Chairman Norfolk Coastal Watersports Trust on

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