

PMB&SC Ltd (Cardiff Bay Yacht Club)

Members Minutes of the Meeting of the Council of Management

Monday 9th December 2024 at 18:30

The identity of individuals required to take actions subsequent to this meeting are shown in the 'Action' Column,

Council of Management, Membership for 2023/24		
President		Vice President Idris Dibble
Commodore:	Huw Bumford	Vice-Commodore: John Lewis
Rear Commodore:	Peter Askew	Honorary Secretary Roger Wallington
Honorary Treasurer	James Dwyer	Membership Secretary Andy Willmott
Sailing Sec. (Acting)	Nick Hankins	
Training Centre Principal	Matt Sayer	
Elected Members		
Paul Akerman	Mike Hatherall	Stuart Preece
Alan Thorne	Mike Steel	
Co-opted Members		

Present: Huw Bumford (HW), Roger Wallington (RW), Mark Cheeseman (MC), Paul Ackerman (PA), James Dwyer (JD), Peter Askew (PWA), Stuart Preece (SP), Idris Dibble, Nick Hankins, Matt Sayer

Item	Minute	Action
1	Apologies.	
1.1	Andy Willmott (AW), Alan Thorne (AT), John Lewis (JL), Mike Steele (MST)	
2	Minutes of Last Meeting:	
2.1	The draft minutes of the meeting on Monday 18th November 2024 were adopted as a true and accurate record of that meeting.	
3	Correspondence:	
3.1	<p>Emails received [REDACTED] regarding Boat Security, Marina WiFi and Postal Voting. It was agreed, that due to the current pressure of work due to the refurbishment, [REDACTED] be asked to provide fully costed proposals for CoM to consider in early 2025.</p> <p>JD stated that RORC had moved to postal voting, and they had members around the world. It was agreed to contact them and enquire how this was progressing.</p>	<p>RW</p> <p>JD</p>
3.2	Trade marking of the name was discussed following the comments on the unofficial Facebook site. RW stated that the name and any logos	

	can be trademarked for a fee of under £200. It was agreed to investigate.	RW
4	Actions Carried Forward from previous Meeting	
4.1	<p>AoA 2024 Actions:</p> <ul style="list-style-type: none"> • New Membership class – Young adult 18-25. Approved • Removal of ‘Honorary’ from Secretary and Treasurer. Approved • Spouse/Member clarification – the amended wording was agreed • Proceedings at General meetings - 7.12 to be amended to ‘...full and life member...’. Approved. • Directors – 8.3.10 to be amended to include reference to registration on CH website of Directors and Secretary. Approved • Elections of Flag Officers – additional paragraph to state that office is held from one AGM to the next. Approved. NH to provide alternative wording. <p>It was agreed that the two Membership Class revisions be covered by separate Special Resolutions and the remaining administrative revisions be combined into one Special Resolution at the 2025 AGM.</p>	NH RW
4.2	HB to meet with catamaran trailer owners on Tuesday 10 th December to discuss quotation and compliance.	HB
4.3	<p>RW explained the complex nature of the shares issue in Cardiff Bay Yacht Club Ltd. As a non-trading company, it could not buy back its shares in an off-market transaction. However, an off-market transaction could take place with another member and be registered on Companies House website, if approved by the Directors of the Company.</p> <p>HB agreed to visit to ascertain the willingness of the existing shareholders to sell.</p>	HB
5	Commodore’s Review	
5.1	HB stated that the priority actions had progressed well. The remaining actions, mainly low priority, to be put on hold until the completion of the refurbishment.	
5.2	<p>The External Development group had met and discussed the situation to date. CF made the point that CBYC should also object to the Orion planning permission on the grounds of loss of communal facilities within the Bay and the effect on CBYC operations. A draft letter was received and has been forwarded to our Planning Consultant for action.</p> <p>MS suggested that members should attend local councillors/politicians surgeries.</p>	
5.3	<p>AT and JD had carried out a due diligence test on Vivid Green, the supplier of the new engineered building, housing the office, reception and meeting room. Planning is expected to be covered by an amendment to the exiting permission.</p> <p>The changing facilities will shortly be offline due to the commencement of work. NH stated that a temporary facility had not been included and suggested that he had been assured that one would be provided. It was confirmed that only the original plan (Option 1) included temporary changing and other facilities. MS confirmed that the Training School was working on the assumption that there would be no changing</p>	

	<p>facilities for a short while. Temporary toilets would be provided during the refurbishment for staff and members.</p> <p>It was agreed to obtain quotations.</p>	MC
5.4	<p>RW stated that the 2025 AGM could be impacted by the refurbishment, but as the Articles state that 'there should be no more than 15 months between AGMs' it could be held later than March 2025.</p> <p>Preparation will start in January and the notification needs to be sent to members in early February for a March AGM on the assumption that the Quarterdeck Bar will be available.</p>	RW
5.5	<p>HB confirmed that he had not yet sent a letter to [REDACTED] and preferred to take a gentle approach. There was a view that there are no consequences when the clubs' rules and regulations are not adhered to.</p>	HB
6	General Managers Report	
6.1	Verbal report.	
6.2	The building project has taken precedence and this will continue until its completion.	
6.3	<p>The HA will be contacted in the near future to discuss fees, expansion and liveboards.</p> <p>A complaint has been received from the Vale's Council regarding a member operating a generator whilst staying onboard. The member had overstayed the limit of time allowed in the Byelaws and has been requested not to stay aboard for the remainder of the period and to remove the generator. A letter has been sent to the council in reply.</p>	JL
6.4	The website is in its final draft. A viewing was arranged after the meeting closed. It is expected to go live in January. A new member of staff is expected to start in January. Communications will be amongst their responsibilities. Members will have the ability to put forward stories for the proposed newsfeed.	
6.5	<p>A quotation for the renewal of the CCTV in the Quarterdeck Bar in the order of £21K has been received. A budget for this amount was approved unanimously with the cabling being installed during the refurbishment. Further quotations to be obtained.</p> <p>The existing recording process will be consolidated from the current multiple feeds.</p>	MC
7	Health and Safety (SP)	
7.1	Report previously circulated.	
7.2	<p>The items identified were mainly trip hazards and reported to MC.</p> <p>The inspection cover and cable duct on the dinghy slipway is now proud of the surface and requires remedial work.</p>	MC
8	Vice Commodore's Report	
8.1	No report. Main issues dealt with under GM's report.	
9	Rear Commodore's Report	
9.1	Report previously circulated.	

9.2	PWA stated that the recently purchased microphones had been stolen sometime after the EGM. The CCTV did not show anything. It was recommended that portable equipment be locked away in future.	
10	Treasurer's Report	
10.1	Verbal report.	
10.2	JD stated that due to the early meeting the accounts to end of November were not available. They will be circulated when completed.	RW
10.3	Not all the prospective external costs are yet available to compile the 2025 berthing charges. There is likely to be a small increase in membership fees reflecting increases in costs.	JD
11	Training Secretary	
11.1	Verbal report.	
11.2	CBYC has become a RYA Sailability Centre. An event is being progressed for 29 th March 2025.	MS
11.3	A budget is being developed for 2025. JD stated that a full Marketing Plan should be developed that included the budget spend. The booking system is ready to be linked with the new website.	MS
11.4	MS stated that we should hear from Sports Wales by end of January regarding the grant for the Hawk 20.	
12	Sailing Secretary	
12.1	Report previously circulated.	
12.2	The orange rib, CBYC5, is in need of repair due to the tubes continually deflating. Replacement of the tubes would cost £6-7K. Replacement by a second-hand rib would cost in the order of £20k. It may be possible to purchase a used one from the RYA, proposals to be put forward in January. JD requested that a renewal schedule for all RIBS be put forward to be included within the capital budget.	NH MS/(NH)
12.3	Bristol University are in the process of putting forward a proposal for operating the 707s, including taking ownership of the boats and ensuring they are properly insured. HB stated that the proposal should conform to club rules.	NH
12.4	NH confirmed that the VHF to be stationed in the Quarterdeck Bar, as a result of the recent dinghy incident, has not yet been actioned. The RNLI have also postponed the planned talk for instructors on the fitting and use of lifejackets/buoyancy aids.	NH
12.5	NH requested that sections send copy to the Commodore for inclusion in his communication to the members.	
13	Membership Secretary	
13.1	No report.	
13.2	Interviews to take place shortly.	AW
14	Social Secretary Report	
14.1	Verbal report by MC.	

14.3	The Hunter Association and TARS/Gaffers dinners were very successful with 18 and 49 attending respectively. ID and RW thanked all staff for the very professional operation.	
14.4	Upcoming events include the TS, Dinghy and Fishing presentations. The Michael Buble evening is almost fully booked, and the pantomime is fully booked.	
14.5	Soup/crusty bread will be available for the Boxing Day+1 fishing event and the New Years Day pursuit race. The bar will also be open.	
15	Fishing Report	
15.1	Verbal report.	
15.2	The recent fishing event only produce 9 landed fish even though 281 anglers and 84 boats took part. This puts future competitions in doubt unless the fishing improves.	
16	AOB	
16.1	ID reiterated his thanks for CBYC hosting the Hunter Association Dinner when the BCYA made a presentation.	
17	Date of Next meeting; Scheduled for 20th January 2025 at 18.30 at a place to be determined.	
	Meeting Closed: 20.30 hrs	