

PMB&SC Ltd (Cardiff Bay Yacht Club)
Member's Minutes of the Meeting of the
Council of Management
Monday 17th February 2025 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 | | |
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| 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 | | |
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Present: Huw Bumford (HW), Roger Wallington (RW), Andy Willmott (AW), Alan Thorne (AT), Mark Cheeseman (MC), Paul Ackerman (PA), Nick Hankins, Matt Sayer, Mike Steele (MST), Stuart Preece (SP)

| Item | Minute | Action |
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| 1 | Apologies. | |
| 1.1 | Idris Dibble (ID), James Dwyer (JD), Peter Askew (PWA), John Lewis (JL) | |
| 2 | Minutes of Last Meeting: | |
| 2.1 | The draft minutes of the meeting on Monday 20th January 2025 were adopted as a true and accurate record of that meeting. | |
| 3 | Correspondence: | |
| 3.1 | RW confirmed that My-Voice had provided rounded budget of about £3k for carrying out equivalent AGM management to that currently provided in-house. Facilities to provide interactive real time participation and voting would be considerably more expensive and would require sufficient internet bandwidth and require issues such as security and voting procedures to be addressed. MS stated that contributions from the floor were a valuable part of the AGM. It was agreed that the club was founded around activity and that changes to the current AGM arrangements would only take place if and when it was technically possible and agreed by members. | RW |

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| 3.2 | HB confirmed that [REDACTED] had been interviewed regarding his poor record of payment and had been requested to pay in full when the invoice was presented or lose his berth. | HB/MC |
| 3.3 | RW had received a request from the 707 Association regarding the loan of their boat. RW stated that a request to relinquish the loan had been sent in November 2024 but no response had been received. CBYC is awaiting a collection date from the 707 Association. | |
| 4 | Actions Carried Forward from previous Meeting | |
| 4.1 | The owners of the catamaran trailer are awaiting a structural engineer's report. It was agreed that in the meantime it cannot be used. | HB |
| 4.2 | HB stated that the property of [REDACTED] was now empty and his whereabouts unknown. Further attempts would be made to discover his circumstance otherwise the legal position regarding his share in Cardiff Bay Yacht Club Ltd would have to await the outcome of any will, unless a private sale could be made. | HB |
| 5 | Commodore's Review | |
| 5.1 | HB had met with the subgroup and stated that the issues brought forward by Charles Felgate had been passed to our Planning Consultant. Concerns were raised regarding the influence of the development on the wind and the potential loss of public amenity. HB agreed to write to the Councillor responsible for Sport regarding this issue. | HB/RW HB |
| 5.2 | MC stated that the refurbishment was on time and on budget even taking into account initial issues encountered with infrastructure. Piling is to take place this week for the sun deck and safety constraints put in place. Vivid Green should be on site from 24 th February, initially laying the foundations for the office accommodation. MC has determined that our current License can be updated via a minor amendment variation. Members will be updated during w/c 24 th regarding overall progress including a picture gallery. | HB MC MC/HB |
| 5.3 | The current date for the AGM, 2 nd April, was achievable but could be impacted by any unforeseen issues with the refurbishment. The Ice Rink had been provisionally approached but it was agreed that the best option would be to move the date to later in April with a preference to miss the Easter holiday period. It was agreed that the 30 th April would meet these requirements and those of the Articles. The Invitation to members now must be sent on 7 th April. The March CoM is now suitable to approve the Agenda, Officers Reports, Accounts, fees etc. | RW |
| 5.4 | A letter has been sent to CCC regarding the closure of the overflow carpark, the required 4 week notice had not been given. This has put unexpected pressure on existing club facilities and car parking issues will have to be revisited. | CoM |
| 6 | General Managers Report | |
| 6.1 | Report previously circulated. | |

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| 6.2 | <p>The website has been re-launched and minor amendments actioned. Additional facilities will be added in the near future.</p> <p>A revised newsletter format is being developed and will be launched in the near future.</p> | MC |
| 6.3 | Yard activity is currently low but the diary for March onwards is very busy. | |
| 6.4 | It was agreed to increase 2025 yard fees by RPI following discussions with the Harbour Master. MC stated that as the Harbour Authority financial year does not coincide with the Clubs and any increase part way through the year is borne by club until the next AGM. Thus any surplus is reduced by this amount, expected to be about £20k in this financial year. | MC |
| 6.5 | <p>Social Media control, including Facebook, will be taken by the Club who will administer posts. It will be aimed at promotion of the club, the existing CBYC WhatsApp Community, used by members, will continue.</p> <p>An email had been received [REDACTED] concerning issues surrounding membership of the Facebook community. It was noted that a recent post had received many likes.</p> | |
| 7 | Health and Safety (SP) | |
| 7.1 | Report previously circulated. | |
| 7.2 | SP stated that H&S issues had considerably reduced and were mainly trip hazards caused by lack of attention and boat equipment protruding over the pontoon. | |
| 7.3 | <p>SP circulated documents regarding use of water on pontoons after members hoses were found to be dipping into the river potentially providing a pathway for backfilling the mains supply. RW stated that when these were issued some commercial marinas removed their hoses from visitors' facilities and users had to provide their own hoses.</p> <p>It was agreed to review the installation of isolation and check valves after the AGM. SP also suggested that members should use non-return valves on their hoses.</p> | MC/JL |
| 8 | Vice Commodore's Report | |
| 8.1 | No report, some issues dealt with in GM's report. | |
| 9 | Rear Commodore's Report | |
| 9.1 | No report, some issues dealt with in GM's report due to refurbishment. | |
| 10 | Treasurer's Report | |
| 10.1 | Report previously circulated. Accounts previously circulated. | |
| 10.2 | The FY24 Accounts were approved unanimously. | JD |
| 10.3 | It was agreed membership fees to be increased by RPI and that this should be automatic in following years unless an extra-ordinary situation arises. | JD |
| 11 | Training Secretary | |
| 11.1 | Verbal report. | |

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| 11.2 | MS referred to the upcoming Hanse event that is published on the website | MS |
| 11.3 | Discussions were taking place regarding subsidised courses for volunteers. | MS/NH/PM |
| 12 | Sailing Secretary | |
| 12.1 | Report previously circulated. | |
| 12.2 | Concerns were raised about depths within the Bay especially as material removed by dredging of commercial facilities are being dumped within the Bay. It was agreed that the HA's view on this needs to be understood and will be discussed at a future meeting. | HB |
| 12.3 | A RIB replacement schedule needs to be sent to JD for budgeting purposes. It was noted that any replacement for CBYC5 would not have a dry berth. A meeting to be arranged with JD. | NH/MS |
| 12.4 | NH stated that the HA view was that paddle boarding should operate within its own exclusion zone for safety reasons. | |
| 13 | Membership Secretary | |
| 13.1 | Report previously circulated. | |
| 13.2 | All prospective new members recommended were accepted by CoM unanimously. | AW |
| 13.3 | Having reviewed all comments and previous discussions AW is considering moving the proposer/seconder requirement to the end of the probationary period and their application form to be posted on the members area of the website for feedback. It was also suggested that a meal voucher be provided to each new member to get them involved with the club. MS indicated that Sports Wales had suggested that our existing process was potentially excluding new members and that moving the proposer/seconder requirement would overcome this. It was previously noted that a large number of clubs had removed this from their application process. AW to write up the new process for future discussion. | AW |
| 14 | Social Secretary Report | |
| 14.1 | Verbal report. | |
| 14.3 | A calendar for the year is on the web site and will be augmented from time to time. MS asked if an event is being planned for the Easter weekend, such as a launch party? AT confirmed that one is being planned. | AT |
| 15 | Fishing Report | |
| 15.1 | Verbal report. | |
| 15.2 | No measurable fish are being landed. | |
| 16 | AOB | |
| 16.1 | HB requested all CoM members putting themselves forward for re-election to do so by close of play on 20 th . | |

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| 16.2 | <p>It was agreed that dress codes, especially on event days, should be reinforced. This will be included within a future Commodores notes and his AGM report.</p> <p>MS stated that in his view the Byelaws were not restrictive enough in respect of working clothing. This was generally agreed and would need to be addressed.</p> | <p>HB</p> <p>RW</p> |
| 16.3 | <p>AW suggested that the new website should have a Forum facility. MC confirmed that this was possible, and MST reinforced that this facility could help cruising activities. MC suggested that any new website features should be listed and prioritised after the AGM for inclusion.</p> | <p>CoM/MC</p> |
| 16.4 | <p>AW stated that the new Celtic Longboat had arrived and a plan for its use within the Rowing section needs to be developed for the new season. HB stated that it should be operated within its own section and not combined with paddle boarding. It was agreed that a member of CoM should take on the responsibility of representing the Rowing Section. AW agreed to put out a post and have feedback by next CoM.</p> <p>NH stated that this was a good opportunity for reviewing the representational responsibilities of CoM members.</p> | <p>AW</p> |
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| 17 | <p>Date of Next meeting; Scheduled for 17th March 2025 at 18.30 in the Quay Bar.</p> | |
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| | <p>Meeting Closed: 20.00 hrs</p> | |