

PMB&SC Ltd (Cardiff Bay Yacht Club)

Members Minutes of the Meeting of the Council of Management Monday 17th March 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			
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 Steel	Stuart Preece
Alan Thorne			
Co-opted Members			

Present: Huw Bumford (HW), Roger Wallington (RW), Andy Willmott (AW), Alan Thorne (AT), Mark Cheeseman (MC), Paul Ackerman (PA), Nick Hankins (NH), Matt Sayer (MS), Mike Steele (MST), Stuart Preece (SP), James Dwyer (JD), Peter Askew (PWA)

Item	Minute	Action
1	Apologies.	
1.1	Idris Dibble (ID), John Lewis (JL)	
2	Minutes of Last Meeting:	
2.1	The draft minutes of the meeting on Monday 17th February 2025 were adopted as a true and accurate record of that meeting.	
3	Correspondence:	
3.1	The 707 Association boat should be removed from site by the end of March.	
3.2	Savills, Orion's advisors, had written regarding inaccuracies in the planning permission application for the Cardiff Cruisers boatyard. It was noted that in the narrative they seemed to indicate that is was regarding " ... the creation of a boatyard at Cardiff Bay Yacht Club .. submitted by Cardiff Cruisers...). It was agreed that this was potentially misleading and that a letter be written to Savills and CCC stating that CBYC are not the applicant.	HB

3.3	PWA agreed to attend the BCYA AGM	
3.4	NH reported on the findings of the Panel that investigated the incident [REDACTED] on Friday 7 th March. It found [REDACTED] had breached the Members Code of Conduct and Byelaws. CoM accepted the findings and as the breach was very serious determined that the maximum sanction be applied, revoking of membership and removal of boat from club premises by the end of March 2025. A communication to be sent to him outlining the findings and CoM's decision.	RW
3.5	<p>A communication had been received [REDACTED] regarding disposal of Club's assets. He suggested that once again club's assets were being disposed of without being offered to members. RW confirmed that this referred to the disposal of the Quay Bar furniture, that was in use on the Saturday and needed to be removed by the following Monday to allow refurbishment work to continue. This disposal was notified to members before Christmas but resulted in a very poor response. It was offered to a Charity, but they could not accept most items as they did not have a fire safety certificate. [REDACTED] removed some items during the intervening Sunday.</p> <p>It was agreed that a new Club policy was required regarding the disposal of minor and major assets taking into account that staff/CoM have a right to manage the day-to-day activities under the Articles.</p>	RW
4	Actions Carried Forward from previous Meeting	
4.1	[REDACTED] a structural engineer would inspect the catamaran trailer within the next weeks.	HB/MC
4.2	RW confirmed that Daniel Whelan had died on 27 th January 2023 and that his share is bound by the terms of his estate. The Articles of Cardiff Bay Yacht Club Ltd state that a quorum of two is required at any General Meeting (GM) but as only two shares were issued it is not possible to hold a GM to determine an outcome. This situation will be further progressed after PMB&SC AGM.	RW
5	Commodore's Review	
5.1	Sub-group action as 3.2 above.	
5.2	MC stated that the refurbishment was on time and on budget. The next three weeks will be extremely busy, and it is hoped that the Bar will be opened in early April.	
5.3	RW stated that the planning for the AGM is progressing well. The Invitation is due to be sent to members by 7 th April with links to documentation on the Club website. Some reports have yet to be provided and that these must be available by the end of Wednesday 19 th March. CoM approved all reports received to date, Invitation, Agenda and associated Ordinary and Special Resolutions, and draft minutes of the 2024 AGM and EGM.	RW
5.4	<p>MC stated that the overflow carpark would become available again on 17th March. Signage and locks would be replaced. It was expected that it would be available for another two years. When Orion start on site they confirmed that a new gate facility will be installed at the entrance to the access road with operation linked to CBYC entry systems.</p> <p>Members to be informed of these changes.</p>	HB/MC

5.5	The dress code within the main building is to be reinforced in the next members communication and if deemed necessary the Byelaws will be strengthened.	HB/MC RW
5.6		
6	General Managers Report	
6.1	Report previously circulated. This now included the issues related to the Treasurer, Vice and Rear Commodore responsibilities.	
6.2	The website has been re-launched and any issues being addressed. RW raised the issue of section social media. Specifically, the TARS Facebook page was accessed via a link within the TARS narrative and that this is no longer available. It was previously agreed by CoM that social media be administered by the office, the TARS Facebook is administered by RW and ID. It was agreed to discuss this at the April CoM.	MC RW
6.3	Berthing renewal is well underway with over 300 responses to date. Normal follow up procedures will be used.	MC
6.4	The wooden boat that sunk on the pontoon is still in the yard and it was noted that there has been very little activity in making it seaworthy. It is understood that the owner has run out of money and that CBYC could be at risk of the diver's account and be left with disposal costs if it is abandoned. It was agreed that a payment plan be instigated in April 2025.	MC
7	Health and Safety (SP)	
7.1	No report.	
7.2	SP stated that Cardiff Bay Aqua Park had moved to Cosmeston Lakes due to poor water quality in the Bay. NH stated that CBYC takes its direction from the HA water quality assessment. However, this only includes water clarity and doesn't include checks for viruses introduced by sewage. The decision to sail is govern by CBYC Risk assessment that also takes into account of weather conditions. SP stated that in times of high rainfall, when the likelihood of sewage overflow is higher, syringes and hygiene products have been seen floating in the water.	
8	Vice Commodore's Report	
8.1	No report, issues dealt with in GM's report.	
9	Rear Commodore's Report	
9.1	Report previously circulated, issues dealt with in GM's report.	
10	Treasurer's Report	
10.1	No report, included within GM's report.	
10.2	Currently, generally ahead of budget. A £98k surplus is forecast at end of Financial Year. The new management facilities currently utilised now enable tight control of expenditure and ensures that the cash flow	

	situation very visible, especially important within the refurbishment period.	JD
10.3	It was noted that the upstairs Bar will no longer be available for sole use. The downstairs Bar will be used for such events.	
11	Training Secretary	
11.1	Verbal report.	
11.2	The free course invitation is now open to members.	MS
11.3	MS stated that in 2022, CoM approved a rolling programme of RIB engine replacement, this did not include the RIBs. JD stated that there is now a three-year rolling replacement programme of craft belonging to CBYC. In Y1 CBYC5 is to be replaced, less engine, and a used Hawk purchased for Sailability use. Y2 the Committee boat will be replaced, and in Y3 another RIB. Y1 capital expenditure will be £35k and this was unanimously approved.	MS/NH/MC
12	Sailing Secretary	
12.1	Report previously circulated.	
12.2	The Hanse event on 5 th April is fully subscribed.	
12.3	NH stated that he has now had three complaints concerning the lack of temporary disabled toilets. MC replied that there is no company able to supply in the area. It was agreed that this needs to be communicated.	
12.4	The University 707 group has not yet confirmed an agreement with club.	NH
13	Membership Secretary	
13.1	Report previously circulated.	
13.2	All prospective new members recommended were accepted by CoM unanimously.	AW
13.3	AW introduced the new members procedure. The process will be on-line based and feedback on potential members must be kept confidential. It was agreed to discuss in detailed after the AGM.	AW
13.4	AW introduced a simple booking system for the longboat; £5/launch for members or £150/annum. Guests of members would be charged an extra £2.50/launch to cover extra insurance premiums. A safe route would also be required for launching/recovery. It was agreed that MC/TS would determine a suitable place.	MC/MS
14	Social Secretary Report	
14.1	Verbal report.	
14.3	Plans are in place for launching the opening on 5 th April	AT
15	Fishing Report	
15.1	Verbal report.	
15.2	No fish were landed due to poor conditions. The Fishing section AGM will take place on 5 th April.	PA
16	AOB	

16.1	AT provided the five chosen new brand names for the upstairs Bar, Clubhouse, 51° North, Crewsnest, Hungry Bar and Bay View Lounge. CoM then chose three that would be put to the members vote. MC stated that this would go out at the end of the week in the Commodore's Update and close the following Monday.	MC
16.2	PA noted that a member had set up a Honda engine franchise in Barry. They were also able to service boat electronics. PA to inform Pete Musketts.	PA
16.3	RW noted that not all CoM approved club documentation had been posted on the website. He also noted that some TS document had been posts on the 'Club Documents' page that may cause some confusion. RW agreed to discuss with HB at their next meeting.	RW
16.4	HB noted that the closure of the Ice Rink carpark had caused parking chaos in the clubs approach road and that some members of the public may have parked on club premises. It was also stated that some cars had been keyed and that video evidence may be available of this being done. He stated that if it was found to be a member vandalising cars further action would be taken.	HB/RW
16.5	AW suggested that berthing renewal should be automatic. RW stated that the reason for annual renewal had been covered in the GMs report and centred around members confirmation of insurance and compliance with HA Bylaws and CBYC Byelaws and Rules. This process had previous been debated and instigated by CoM.	
17	Date of Next meeting; Scheduled for 21 st April 2025 at 18.30 in the Meeting Room.	
	Meeting Closed: 20.20 hrs	