

**Marlow Rowing Club  
Committee Meeting  
20:00 Monday 12<sup>th</sup> May 2025**

**Committee Members 2024-2025**

<b>Position/Role</b>	<b>Name</b>	<b>Initials</b>	<b>Attendance</b>
President	Cath Bishop	CB	Apologies
Chairman	Mike Parsons	MP	Yes
Deputy Chairman	Matt Chan	MC	Apologies
Captain	Jenny Hargreaves	JH	Apologies
Deputy Captain	Martha Penny	MPY	
Secretary	Alex Kennett	AK	Yes
Deputy Secretary	Eve Meyers	EM	Apologies
Welfare Officer	Julie Lyons	JL	Yes
Treasurer	David Wells	DW	Yes
Deputy Treasurer	Mel Sheldon	MS	
Safety Officer	Jim Cotter	JC	Yes
Parent Rep	Elizabeth Massey	EMY	
Director	Ed Phillips	EP	Yes

# AGENDA

Previous Minutes and Actions – AK

## Run the Club – Reporting Areas

- Safety Issues & Report –
- Welfare & Safeguarding – JL/EP
- Finance Reporting – DW
- Membership & Technology - AK
- Rowing Operations – JH
- Building & Facilities – MP

## Meeting Minutes

### Safety Report

Incident Reports – 1<sup>st</sup> April to 19<sup>th</sup> May 2025

Incident Number	Incident Logged	Details
36409	04/04/2025	Novice sculler capsize
36500	13/04/2025	Rower slipped on land
36546	19/04/2025	Novice sculler capsize
36556	19/04/2025	Junior girl caught a crab and hurt mouth
36113	24/04/2025	Masters capsize in single
36622	24/04/2025	Novice sculler capsize
36667	27/04/2025	Near miss with juniors steering
36702	01/05/2025	Novice sculler capsize
36705	01/05/2025	Experienced sculler hit by barge
36756	03/05/2025	Experienced sculler capsize at regatta
36885	10/05/2025	Senior Women hit Masters Women both 4-
36911	04/05/2025	Juniors collision with kayaker
36932	11/05/2025	Young Vets 4- and 2x collision
37859	10/05/2025	Junior 2x steered into stationery river boat

## Overtaking

JC raised the issue that the protocol/best practice section on overtaking appears to have disappeared from the main safety documentation so JC will circulate text to the Committee for approval to be added back into the documents.

In essence, best practice remains that the slower boat should tuck in to the bank and allow the faster boat/s to overtake toward the middle of the river.

With regards to Marlow Spring Regatta there were issues with the launches which meant that several launches were out of commission. This resulted in the remaining launches having to get back to the start line quickly to mitigate disruption to start times. In turn this resulted in more wash than optimal and may have contributed to four capsizes on the day.

The incident in respect of the kayak and double colliding and the claim for sunglasses lost – this will be tactfully declined by MRC.

Ongoing monitoring and inter club discussions as we all await the outcome from the coroners report re the drowning at Weybridge. Andy Knill is involved in some elements of this in respect of EA. We await the EA advice and are working to ensure they are aware of the stringent risk assessments conducted by MRC in order to maintain our safety and allow us adequate boating time.

EP has insight into the times that EA close the river – which show river has been closed for four months. If EA should move forward with stringent rules MRC could be closed for 5-6 months of the year.

There is a Thames Regional group where EP has submitted his findings, but we probably need a representative to talk to British Rowing and to encourage EA to change their advice such as having your own comprehensive risk assessment which would preclude them from liability etc.

There is a safety group which meets regularly in Henley area who have been discussing this issue but they are slightly more relaxed about it now compared to MRC due to our proximity to a weir.

Proposal that the member induction documents should be assigned to JC – approved.

## Welfare and Safeguarding

No issues to report

## Finance Report

Report is within Appendix

AK to pick up with Rhoanne re the imminent membership renewal period and ensure any data processing/payment processing is in order.

## Membership and Technology

Nothing to report

## Rowing Operations

Junior squad in good health and now going to Nat Schools in Nottingham.

Seniors have seen an increase in April and they are off to camp in June and are in good form

Young Vets, Devs and Imps and Recs all healthy and making plans to race this summer

Need to consider Adult LTR which is slightly low potentially due to price increase so need to monitor this to understand why the uptake is lower whilst JLTR is increasing year on year.

Launch servicing happens tomorrow – 13<sup>th</sup> May 2025.

BR taster day on 31<sup>st</sup> May for Juniors

24<sup>th</sup> May Prudence Sharp has her boat naming – about 80 guests to the club – new Senior Men's Fillipi 8

The petrol cans for the launches were contaminated prior to Spring Regatta which was an additional issue at the time. New cans have been purchased and existing ones in good condition need to be drained and refilled.

## Building and Facilities

There are now 3 volunteers to support the Premises Team owning the maintenance of the building.

Getting quotes to replace safety lights and strip lights in building.

Lift company is being chased re repairs – they have been chased several times already.

Roofing company to replace missing board on soffit near Disabled Parking bay

It was a conscious decision not to run a premises 'spring clean' due to the amount of volunteering already undertaken. MP and AK will create a new version of the ownership of all areas of the building by squads and circulate and it is hoped that this can replace the normal spring clean.

The kitchen and galley will undertake a full deep clean shortly – to be owned by Lorraine. At this point the fridge and freezer will need to be emptied entirely, switched off and cleaned as part of the process. In future all food going back into the fridge and/or freezer will need to be clearly labelled.

## Cookham Reach Sailing Club

Ongoing discussions with CRCS re MRC expanding to this site.

## Parking

Bisham council contacted MP about parking and Bisham want to make recommendations to RBWM. Attended meeting – initially reception was hostile but eventually they started to understand MRC parking options were challenging. More to come on this when known.

## Compleat Angler

The CA have agreed to provide MRC with 4 named keys to unlock the gates to enable rowers to boat from the strip of land historically used.

MP will agree/appoint 4 key holders and they in turn can facilitate a number of rowers to boat together/at the same time.

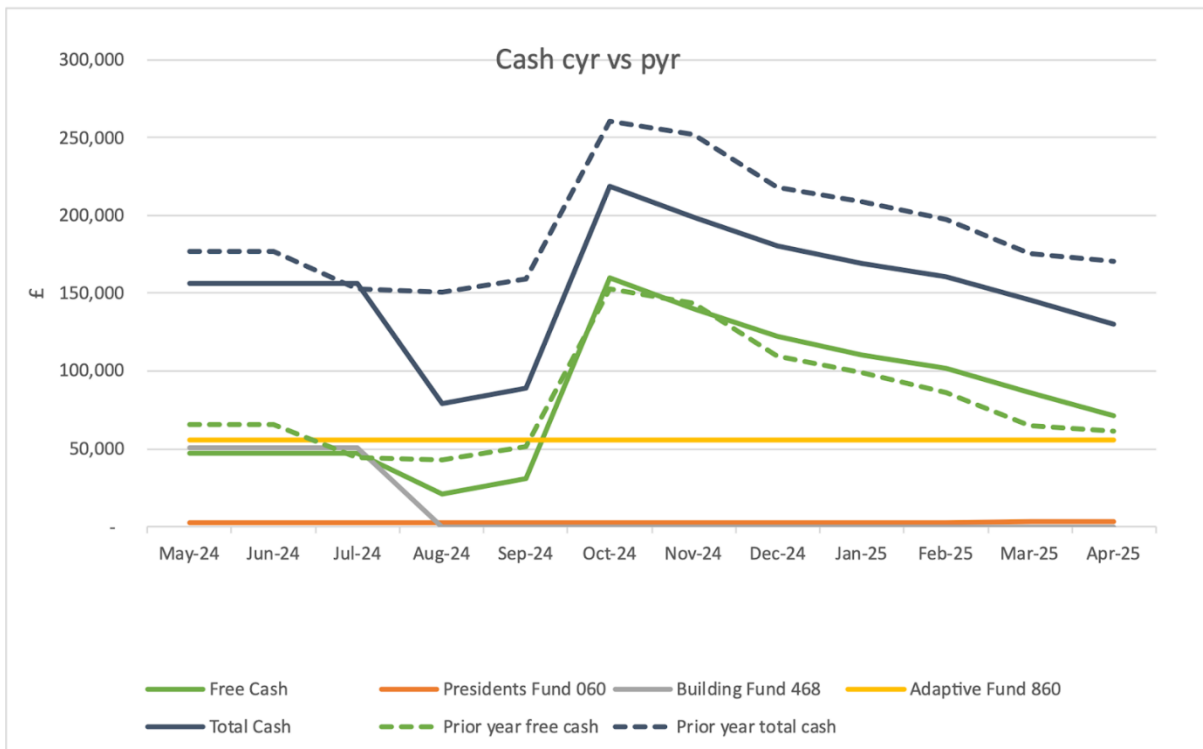
## Members Survey

MP hopes to get the initial draft of the survey over the committee in the next two weeks.

## APPENDIX

<b>COMMITTEE MEETING REPORT</b>	<b>STATUS</b>	
<b>Area</b>	Finance	
<b>Reporting Period</b>	April 2025	
<b>Author</b>	David Wells	
<b>Owners</b>	David Wells Mel Shelton	

CASH BALANCES		Notes
<b>Free Cash</b>	Free Cash end April 2025 £71.2k (April 2024 £61.7k)	
<b>Total Cash</b>	Total Cash £130.3k (April 2024 £170.8k)	



UPCOMING DELIVERABLES		Notes
H2 reforecast	To be prepared for May committee once outcome of Marlow Spring regatta known	See below
23/24 external accounts	Being prepared by VH, expected to be ready by end of May for circulation and approval by 30 June	

H2 24/25 forecast

	May	Jun	Jul	Aug	Sep	H2	
	£	£	£	£	£	£	
<b>Opening free cash</b>	<b>71,230</b>	<b>73,280</b>	<b>65,330</b>	<b>84,260</b>	<b>93,310</b>	<b>71,230</b>	
Coaches	(11,950)	(11,950)	(11,950)	(11,950)	(11,950)	(59,750)	Includes HMRC payments
Casual coaching	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(25,000)	
Gas & electric	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(15,000)	
Other	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)	Fuel, repairs, maintenance
Subs	9,000	9,000	9,000	9,000	9,000	45,000	
LTR	7,000	7,000	7,000	7,000	7,000	35,000	
Regattas	10,000	-	-	12,000	-	22,000	
Gift Aid (SS)	-	-	6,880	-	-	6,880	Opening balance reflects full payment
Bridge repairs parking	-	-	20,000	-	-	20,000	
Ad board rental	-	-	-	-	2,260	2,260	Marlow Gin
MRCT rent/donation	-	-	-	15,000	-	15,000	
Building Fund replenishment	-	-	-	(10,000)	-	(10,000)	
<b>Movement</b>	<b>2,050</b>	<b>(7,950)</b>	<b>18,930</b>	<b>9,050</b>	<b>(5,690)</b>	<b>16,390</b>	
<b>Closing free cash</b>	<b>73,280</b>	<b>65,330</b>	<b>84,260</b>	<b>93,310</b>	<b>87,620</b>	<b>87,620</b>	

PROJECTS		Notes
Transactional Finance	Pink Accounting to take on day to day finance reporting	
	Treasurer to maintain responsibility for bank transactions (ie Pink will not go on the bank mandate)	