



**Marlow Rowing Club
Committee Meeting
20:00 Monday 1st December 2025**

Committee Members 2025-2026

Position/Role	Name	Initials	Attendance
President	Cath Bishop	CB	Yes
Chairman	Mike Parsons	MP	Yes
Deputy Chairman	Joel Evans	JE	Yes
Captain	Ruth Naylor	RN	Yes
Deputy Captain	Lorna Loretto	LV	Yes
Secretary	Alex Kennett	AK	Apologies
Deputy Secretary	Magda Al-Nugaidi	MAL	Apologies
Welfare Officer	Julie Lyons	JL	Yes
Treasurer	David Wells	DW	Yes
Deputy Treasurer	Mel Shelton	MS	Apologies
Safety Officer	Jim Cotter	JC	Apologies
Parent Rep	Richard Hull	RH	Yes
Director	Ed Phillips	EP	Yes



AGENDA

Run the Club – Reporting Area

- Approve Previous Minutes
- Action Tracker Review
- Safety Issues & Report – Jim Cotter
- Finance Reporting - DW
- Welfare & Safeguarding – JL/EP
- Rowing Operations
 - Rowing
 - ALTR/JLTR/Pathways
 - Racking
 - Truck, Trailer and Launches
 - Boat Maintenance
- Membership and IT – AK
- Junior Squad and Parents Group – RH
- Fundraising – JE
- External Affairs – MP
- Insurance – MP
- Premises/Building Operations – MP
- Priority Areas
 - Second Site - EP
- Values
- New Actions Review

Additional Topics



Meeting Minutes

Approval of Previous Minutes

- Previous minutes not located.
- Action: Alex to locate and approve.

Safety

- Collision reported between Senior Men and Senior Master Men near Temple; several incidents in that area.
- Black clothing worn instead of hi-vis noted as a contributing factor.
- Jim requesting further safety support.
- Proposal: assign a safety representative per squad.
- **Action: Lorna to raise this at the Squad Reps Meeting next week.**

Annual Safety Audit (end of November)

- A few items require amendment and approval:
 - River access and navigation rules
 - Single sculler proficiency award

Racking Rule Update

- Proposal: unpaid racking fees should result in the associated boats being sold – this needs to be captured in the Racking Rules.

Welfare (Julie)

- Nothing to report.



Finance (David)

a) Subscriptions & Membership

- October subs approx. £70k down.
 - £30k received later in November.
 - Still £40k down vs. annual budget (~£300k).
- Budget already includes an increase and a buffer; any real decrease could eliminate that buffer.
- Decline may be linked to shift towards monthly payments.
- IT/system improvements needed for revenue reconciliation.
- 53 unpaid members currently identified.
 - **Action: Provide coaches and squad reps with access to an up-to-date paid members list.**

b) First P&L Issued

- Committee to review and advise whether more detail or clearer breakdowns are required.
- Bar Takings - not included in P&L except for rent and donations.

c) Squad P&Ls

- Aim to develop financial visibility for each squad.

Strategy – Second Site

- Option One: Ongoing conversations. Access to land and landing stage would be a strong starting point.
- Option Two: Good potential.
 - Action: Julie to follow up with Kate regarding drawings/plans.
 - Committee agrees to invest resources in exploring this option.
- Option Three: Paused.
- Schools: Ongoing consideration.



Safety Induction

- Reviewed by Ruth, Lorna, and Jim.
- Final version expected Friday.
- To be publicised once agreed.
- Planned launch: January.

Governance

- Need access to backend of CRM and database; support also required on frontend security.
- Next step: Speak to Josh.

Survey Results

- 70% participation rate in both surveys.
- Findings reflect the club's identity, with strong positive sentiment.
- Satisfaction score: 4.
- AI summary aligns with detailed feedback.

Key Themes:

- Coaching: praised, but more needed.
- Inclusivity: desire for greater inclusion across abilities and improved squad engagement.
- Facilities: hygiene and amenities need improvement; equipment shortages noted.
- Parking: additional space needed.
- Women's changing rooms: concerns raised.
- Fundraising: desire for more events and corporate opportunities.
- Second location: strong support.
- Investment in coaching: highlighted.



Additional Points:

- Culture: Mike to develop club values plan.
- Non-respondents (30%): Joel to analyse.
- Exit survey for departing members: Action: Alex.
- Survey summary to be shared with club members.

Committee Action: Review summary and propose 3–5 improvement themes.

Approvals

- Boat naming: Men's coxed four to be named after Richard Applen.
- Emergency lights replacement approved (£3.3k).

Committee Values Nomination

- Nominee: Jenny.