



Minutes of the Meeting of the Management Committee

Held on Wednesday 13th May 2026 at 19.00 at FSC

Present

Trustee: Dave Owens.

Management Committee: Amanda Ayliffe; Chris Bell; Jon Brown; Len Cheshire; John Fox; John Hicks; Derek Hill; David Mitchell (Chair); Mike Robson; Gaye Slater; Rod Wootton.

Secretary: Joanna Walpole

1 Apologies

Paul Evans; Sam Harding; Peter Harvey.

Noted.

2 Minutes of last meeting - follow up/Actions

Agreed and Approved.

- 2.1** No. 2: Item: 5.1 12 Nov 25 | 2.2 10 Dec 25 | 2.1 14 Jan 26 | 2.1 18 Feb 26 | 2.1 15 Apr 26 .
Risk Review: Defibrillator Maintenance

DM advised that he had not had an opportunity to contact Chris Cotton as yet but will do to ask what FPMGC have in place about the defib they look after.

Action: DM to send email.

- 2.2** No 32: Item 4.1 11 Mar 26 | 4.1 15 Apr 26. (Skipper Qualifications for Committee Boat)
Draft Protocols for Operation and Use of the Committee Boat and Bot, and checklist.

Not discussed.

As there is a standing agenda item for the Committee boat, all discussions, decisions and actions will be listed under that item in future meetings.

- 2.3** No. 37: Item 15.4 11 Mar 2026 | 2.8 13 Apr 2026. 13.1 15 Apr 2026. New Microphone for Sound System

DM Advised that he has now mended the broken microphone and a new purchase is not required.

- 2.4** No. 38: Item: 5.2 15 Apr 2026. Committee Boat | Work to be Undertaken: Review of essential safety systems in April (DO, PH and RW) and the 2 work lists to be amalgamated.

Not discussed under this item, but see Item 4 of these minutes for the discussion that took place regarding the Committee Boat.

As there is a standing agenda item for the Committee boat, all discussions, decisions and actions will be listed under that item in future meetings.

2.5 No. 39: Item 13.1 15 Apr 2026. Purchase of mono printer for race office.

SH is dealing with this.

2.6 No. 40: Item 16.1 15 Apr 2026. Café Mylor Umbrella.

DM reported that the umbrella is in situ and on a three-week trial period before the Club commits to a purchase.

DM has spoken to neighbours and the local Councillor who are all happy with it.

3 Correspondence

3.1 RW has heard from HRSC River Dom Brandreth about his developed app for a racing tracker and results. RW is looking into this and will follow it up. There will likely be a cost.

It was discussed that this would be useful for the Committee Boat.

4 Committee Boat Update

4.1 Work to be Undertaken

RW advised that a crane is due to be fitted on the boat. A new radio also needs to be installed, and JB will assist with this.

It was noted that the seats swivel, although the mechanism has been tightened too much, preventing them from moving freely. This will be checked over the weekend.

MR reported that the winch and bow-roller require attention and explained the difficulties the Race Team had experienced the previous evening. DO and RW confirmed that they will visit the boat this weekend to assess what improvements are required to the bow roller and anchor. They will also review the winch, which is not currently operating efficiently. A foot-switch and a large red emergency button are required, and this is already being addressed.

AA emphasised the importance of prioritising safety-related issues. DO gave assurances that safety matters are being treated as a priority.

DM recommended that a comprehensive list of required works should be created. He also asked that when the race team use the equipment, they make notes on any issues they identify and report these to RW, DM and DO.

There followed a further extended discussion about the short-term actions needed.

5 Pontoon Update

5.1 DM advised that permission had previously been granted for a pontoon before consent was obtained for the bridge.

DO reported that the Conservation Officer has stated the bridge would need to run from the wooden steps, across the beach, and out to the pontoon. This approach would be too expensive for the Club. The rationale is that the wooden steps are not listed, whereas the quay is. It was noted that a precedent has been set at Mousehole.

DO will prepare a paper for the next Management Committee meeting with the Trustees.

Action: DO (paper) **Action:** JW to arrange the next meeting with the Trustees.

There was a discussion about the possibility of installing the pontoons and using a punt on a haul rope to ferry people back and forth.

DO confirmed that the Marine Licence still has 3 years and 11 months remaining, so there is time to progress matters. It is likely that the next stage will be a PPA (Pre-Planning Arrangement).

6 Sailing

6.1 Racing

RW and MR Racing is going well, although there is a shortage of volunteers for the Race Office.

CB advised that his wife would volunteer when he is RO on Tuesday 26th May.

GS advised that she would contact Chris Bunt, the FSC website designer to ask him to create a drop-down list on the Membership page which would indicate which Class a member's boat is in, for those members who have boats.

6.2 IRC Certificates and Classes

DM advised that the issuing of IRC Certificates is progressing slowly this year. He noted that a high percentage of boats are moving into W Class, resulting in a depletion of U Class. DM added that there appears to be a general perception among some owners that they are being overcharged for IRC.

JH commented that this is a matter for the end-of-season wash-up and should be monitored throughout the year.

RW observed that it would be possible to raise the split between E and U Classes, and added that if W Class becomes too large it could be divided.

DO suggested that opening W Class to boats sailing with spinnakers had had a significant impact on the distribution of boats across the other classes.

There was a discussion about the number of boats sailing on Friday and Tuesday evenings.

6.3 RCYC and FSC Launches

DM advised that he had spoken to Chris Davis at RCYC, who confirmed that the RCYC launch is fully inclusive for use by both FSC and RCYC members on race evenings.

MR reported that Simon Hallows had noted the RCYC launch was put away by 8pm, which placed considerable pressure on him to ferry crews, particularly as RCYC crews were still on their boats at that time.

DO advised that the Marine School launch had been in use and successfully ferried 12 crews.

It was mentioned that RCYC launch drivers are only paid until 8pm.

Action: DM will liaise further with Chris Davis.

7 Club Shoreside Activities

7.1 Pay Review Proposal 2026 (paper AA)

AA referred to the paper that had been circulated and took the Committee through the details.

DM advised that the charge for bar staff for private bookings is now being passed to the hirer. He also confirmed that FSC operates on zero-hours contracts.

JH noted that when pay rises were discussed and agreed in February 2026, this was before the Iran war began. With the resulting increase in oil prices and the rising cost of living for staff, he felt that the bar staff hourly rate should be raised from £13.50 to £14 per hour, rather than £13.55 as the higher option in the paper. JH and RW added that there is a degree of continuity planning, as once the current student staff complete their degrees, they are likely to recommend FSC as a workplace to other students.

AA suggested the possibility of paying mileage costs, although the Committee felt this would be complicated given the zero-hours contract structure. She also raised the idea of offering a minimum number of hours. DM advised that current staff are satisfied with the ongoing pay reviews.

DM noted that bar staff often arrive at 6pm and stay until 10.30pm. RW added that their transport costs are effectively doubled compared with people working full eight-hour shifts rather than 4.5-hour shifts.

AA felt it would be more beneficial to staff to offer additional hours rather than increase hourly rates. DO suggested that if pay rates were increased, the Club might need to rely more heavily on volunteers. DO and JF noted that for the recent Sunbeam event, they had been billed for bar staff and, had they known, they would have run the bar themselves. This fed into the wider discussion about reducing paid staff hours.

JF asked that charges for bar staff be properly accounted for so that this income can be offset against staff costs.

JW suggested offering bar staff a meal when they worked and DM advised that some of the caterers offer them food. It was not considered whether the Club could pay for the bar staff to have a meal where this was not the case.

DO suggested that the Club could offer additional value to staff, such as opportunities to sail on boats.

AA confirmed that she has informed staff that their pay is under review and DO asked that any agreed increase be backdated. AA also advised that FSC should manage bar staff hours in a fair and reasonable way.

The Committee deliberated on the options for a pay increase for bar staff.

¹Proposal: JH proposed that the minimum wage for bar staff be raised to £14 per hour, and £15 per hour for the Bar Manager. **Seconded:** CB, DH and RW. **Vote:** Carried, *nem. con.*

Further discussion followed regarding staffing and year-on-year comparisons. JF queried why staff costs were higher this year; this was attributed to the fact that last year DM had worked longer hours himself, staying until the end of the evening and locking up, whereas this year staff are staying to the end and undertaking lock-up duties. DM noted that when he was in business, he always paid his staff marginally higher rates than his competitors.

7.2 5-Year Anniversary Celebration Saturday 23rd May 2026

DM advised that this had been arranged food and paella, Sarah Nield providing music, and 1 member of Month's Advance will be ending the evening with sea shanties.

7.3 Shore side events coming up

Gull Rock | Manacles race: Sunday 24th May - teas provided by Jenny.

Pizza Night – Jonathan providing the entertainment – date to be advised

5 Year Celebration: Sunday 7th June 12.30 – 14.30, donors, Management Committee and Trustees.

Penrose Sailmakers Mid-Summer Regatta: Saturday 20th June.

7.4 Social Committee

DO requested that the notes taken at this committee are circulated to the Management Committee.

7.5 Beer and Burger Night 14 May 2026

It was noted that this was at a considerable cost to the Club i.e. in the region of £600, and it was felt that there would need to be a return on this.

DO felt that it was necessary to keep a handle on the finances as this takes place twice a year.

GS advised that there has been a doubling of student members which has generated in the region of £800, however, it was unclear whether this was a result of the B&B night.

¹ It should be noted that it was only the hourly rates of bar staff and the bar supervisor that were discussed and raised, the hourly rate for the Launch Driver was not included in the discussions at this meeting and therefore that rate remains as agreed at the February 2026 meeting.

DM felt that for the future, it may be worth considering taking the students on boats, and make an introduction to the racing. He added that he felt that it was important to make changes to try to encourage younger members to the Club.

JH reminded the Committee that there are the FSC apps to which they can sign up.

7.6 Winter Talks

DO has some suggestions and will compile a list and send to AA.

8 Finance

8.1 The following documents had been circulated prior to the meeting and JF went through the figures. JF advised that he felt that the finances of the Club were in good shape.

i Profit and Loss Account for Year to Date

ii Profit and Loss Account April 2026

iii balance sheet as of 30 April 2026

8.2 Outside Seating

There was a discussion as to whether it was necessary to increase the external seating with the new umbrella, and it was felt that this could be monitored for the time being.

8.3 Dining and use of Tables

There was a discussion about the use of tables on racing nights, particularly concerning early diners who sit down around 6.15pm but remain at their tables for the entire evening. As a result, when racers return to the Club after racing, most tables are still occupied.

A suggestion was made to introduce sittings, although this could be problematic. It was noted that newer members may not be aware that tables need to be vacated for returning racers. The Committee also recognised that people are generally accustomed to being asked to vacate tables at a set time.

It was agreed that the issue largely stems from a lack of communication.

DM advised that he and AA would discuss the matter with the caterers.

Action: AA and DM

8.4 Maternity Arrangements for Staff

AA advised that she is dealing with this matter.

9 Sponsorship

DM suggested that there should be a meeting with Charlie with DM | DO and GS.

GS advised that she has received queries from some members about how to prove their membership, and also some of the offers are out of date on the website.

Action: DM | DO | GS

10 Volunteers

GS suggested that volunteers should be offered clear training and support. It was noted that the Beer and Burger Night on 14 May would provide an opportunity to observe how this works in practice and consider what additional guidance might help encourage more members to volunteer.

11 Membership

11.1 75 boats on the books
Total members 424 – 401 2025
70 racing skippers
5 Under 35 racing skipper

There was a discussion about non-members racing with FSC and that there were options for racing as a non-member. It was also suggested that those who race without paying should not be given a finishing place.

GS advised that she would be concerned about increasing the membership fees.

12 Website and IT

JF advised that he could not find details of the IRC splits on the website.

It was pointed out that this was on the website under Sailing Classes, and was not appropriate for listing under an SI Amendment.

DM suggested that there should be a winter project of keeping the website up to date with the latest photos etc.

13 Newsletter

DM advised that the Committee needed to start thinking about the June newsletter.

GS suggested having a profile of a sailor each month.

JF advised that he has asked Nula and that this could be shaped by Meg.

DM asked that Guy be asked for an article on his trip to Ukraine.

AA would like to have her forthcoming trip to Tonga included in the Mainsheet.

DO suggested having a photo page with all the photos that are taken.

Action: JW

14 PoFSA

DM advised that he had been interviewed by GS and AA and had passed.

GS advised that the Committee needed to consider the commitment required to enter FSC race results for three classes during Falmouth Sailing Week. It was suggested that Gilly be approached, who would be able to do the results from the finish boat.

POFSA is holding a scoring mock-up on 29 June. DO advised that there will be two international speakers at the Club on the same date.

GS reported that she had been contacted by John Maunder, who provided the finish boat the previous Sunday, and who would be using his boat during Falmouth Sailing Week. RW and DO confirmed that his boat does not need to be coded, as there is a three-year derogation in place. He will receive £85 to cover expenses and is not taking paying customers.

15 AOB

15.1 Barry Kelly: *Tabled by GS*

Barry Kelly was 80 years old last week.
DO will buy a card for when he and LC visit next him week.

15.2 Fuelling the Committee Boat: *Tabled by MR*

This will need to be arranged, and RW advised that he will speak with Simon Hallows about this.

15.3 Procurement of New Screen for Race Office: *Tabled by JF*

There was also a discussion about another large screen for the Race Office and JF advised that he will check whether he has one available for Club use.

Action: JF

16 Date of Next Meetings

Management Committee Wednesday 10th June 2026 at 19:00hrs.

Meeting ended 21:55

Post Meeting Note: The next meeting will be with the Management Committee and the Trustees

Action Log – Live Items

No.	Mtg Date	Item	Action	By	Due Date	Outcome
46	13 May 26	15.3	Procurement of New Screen for Race Office: JF to check if he has one available.	JF	June mtg	
45	13 May 26	13	Newsletter: to help coordinate the articles and produce the Mainsheet	JW	Beg. June	

No.	Mtg Date	Item	Action	By	Due Date	Outcome
44	13 May 26	9	Sponsorship: to arrange to meet with Charlie about taking this forward	DO DM GS	Over next few months	
43	13 May 26	8.3	Dining and Use of Tables: to liaise with caterers about how to manage non-racing diners with racers on race nights when they return to the club to eat and the tables are all taken.	DM & AA	Next mtg?	
42	13 May 26	6.3	RCYC and FSC Launches: RCYC launch finish time of 8pm on race nights. To liaise with Chris Davis about this matter.	DM	Next mtg?	
35	11 Mar 26	6.6	Halyards for the Flagpole To be replaced.	RW	Over next months	Update August 2026
34	11 Mar 26	6.4	Race Office Rota. Planning session to be arranged.	MR	Before racing starts	13 May 2026 this is still in process.
2	13 May 26	2.1	Contact FMPGC to ask about their arrangements for the other Defib	DM	10 Jun 26	AWAITING OUTCOME
	15 Apr 26	2.1	Contact FMPGC to ask about their arrangements for the other Defib	DM	13 May	Carried forward to June
	18 Feb 26	2.1	to carry forward to Management Committee meeting Wednesday 8 April 2026 for new RC House	JW/DM	18 Feb 26	Carried forward to April
	14 Jan 26	2.1	Risk Review: Defibrillator Maintenance: Await response from Coast Medic about costs and responsibility.	GS	14 Jan 26	Discussed and will be taken forward to the April meeting when the new RC House is in role.
	10 Dec 25	2.2	Situation the same	GS		Carried forward
	12 Nov 25	5.1	Contact Laure Hesketh at Coast Medic to offer donation to the maintenance of the defib and to ascertain that Coast Medic have the responsibility of it.	GS	10 Dec 25	Carried forward

Action Log – Completed Items

No.	Mtg Date	Item	Action	By	Due Date	Outcome
41	13 May 26	2.2	Draft Protocols and Committee Boat Checklist: update			Not discussed.
	15 Apr 26	2.4	Draft Protocols and Committee Boat Checklist (Skipper Qualifications for Committee Boat) Draft Protocols for Operation and Use of the Committee Boat and Bot, and checklist.	DO RW PH	End May 26	<i>As there is a standing agenda item for the Committee boat, all discussions, decisions and actions will be listed under that item in future meetings.</i>
40	15 Apr 26	16.1	Café Mylor Umbrella: to arrange to have the umbrella on loan subject to purchase	PH/DM	13 May 26	Completed Umbrella is in place on the quay for trial period.
39	13 May 26	2.5	Purchase of mono printer for race office.	SH	13 May 26	Sam Harding is dealing with this
	15 Apr 26	13.1	Purchase of mono printer for race office.			
38	15 Apr 26	5.2	Committee Boat Work to be Undertaken: Review of essential safety systems in April (DO, PH and RW) and the 2 work lists to be amalgamated.	DO, PH and RW	13 May 26	Not discussed. <i>As there is a standing agenda item for the Committee boat, all discussions, decisions and actions will be listed under that item in future meetings.</i>
37	13 May 26	2.3	New microphone for sound system: Update.	DM		Completed. DM Advised that he has now mended the microphone and a new purchase is not required
	15 Apr 26	2.8	New microphone for sound system: Update			Not discussed at mtg. Taken fwd to May mtg
	11 Mar 26	15.4	New microphone for sound system: Replacement of broken microphone with new.	DM/JB	13 Apr 26	

No.	Mtg Date	Item	Action	By	Due Date	Outcome
36	11 Mar 26	10	Volunteers for RO duties: to publicise in the Mainsheet	JW	End March	Completed 4 Apr 26.
33	11 Mar 26	6.2	Racing Clocks and Timekeeping Use of 'Time is'.	RW	Before racing starts	Completed
32	11 Mar 26	4.1	Skipper Qualifications for the Committee Boat. to approach a local training organisation to arrange a one-day refresher (PBL2) course for those likely to take on the skipper role at any stage.	JH		April 2026: PH has this in hand
31	11 Mar 26	3.1	Correspondence: Sponsorship for UoF Architecture Students. To advise student that we are unable to provide sponsorship.	JW	ASAP	Completed 12 Mar 26. Email sent
30	18 Feb 26	15.2	Proposal for EGM after AGM – Tuesday 17 March 2026. to set the agenda and publish for members within the statutory 21-day period	JW	28 Feb 26	Completed 24 Feb 26
29	18 Feb 26	12.3	2025 Race Results Webpage. Add to drop-down menu on Racing page	JW	ASAP	Completed 19 Feb 26
28	18 Feb 26	11	Membership: Provide List of members who have not yet paid their subscription. Add this review to the next Management Committee agenda.	GS/PH	Before Mar Mtg	Completed
27	18 Feb 26	8.3	Financial Overview and Bar Operations: Add review of bar prices to the next Management Committee agenda. Add options for a new till system to the next Management Committee agenda. Visit Pendennis to take photographs for the <i>Dreckly</i> sale advertisement.	PH PH RW	Before Mar Mtg Before Mar Mtg	Completed
26	18 Feb 26	8.2	Hourly Pay Rates: DM to liaise with PH to confirm the rate of one specific paid role. DM to inform all staff about the new pay rates. JW to inform D at Accounts	DM/PH DM JW	ASA Practicable Before 1 Apr March	Completed. Completed.
25	18 Feb 26	7.3	Availability of Deep Purple to FSC. Sub-Comm to report to Man Comm. And Trustees		6 Mar 26	Completed. not suitable for the Club. Taken on by a club member

No.	Mtg Date	Item	Action	By	Due Date	Outcome
24	18 Feb 26	7.2	Arrange Beer and Burger Night – April (JW has sent JB a list of available dates)	JB	March Meeting	Completed and arranged for 14 May 2026. In process with JB organising
23	18 Feb 26	7.1	Maternity Pay.	DM/PH	Mid-March	Completed. 13 May 2026. AA has researched the entitlements and has dealt with this matter. The payroll administrator is fully briefed and is managing the process.
22	18 Feb 26	6.2	Emergency Cards produced by PH RW to advise JW of updates and number required following liaison with RCYC. JW to arrange printing	RW/JW	Early March	Completed for FSC 13 May 26. This is work in still in process as one of the Clubs is objecting to this. It is now being prepared by the POFSA Coordinator, Simon Ambler.
21	18 Feb 26	2.2	To purchase subscription for EmailOctopus	GS	March	Completed.
20	14 Jan 26	15.2	AOB: The Fox Construction Cup – to schedule for 11 June 2026	RW	Feb/Mar	Completed.
19	18 Feb 26	2.3	JB – Clean laptops and arrange installation of mini-PC in Race Office JH – donation of screen for use with mini-PC in Race Office	JB & JH	Mar/Apr	In process and will be completed soon.
	14 Jan 26	12	Website and IT: to review the FSC laptops and carry out any necessary updates	JB	Feb/Mar	Completed although there had been another Microsoft upgrade since it was done. Another update will be undertaken.
18	14 Jan 26	11	Membership: to investigate the best way of providing a card for paying for Mailchimp.	JF	Feb/Mar	Not necessary. GS has proposed moving to EmailOctopus. Therefore, Mailchimp will no longer be used.

No.	Mtg Date	Item	Action	By	Due Date	Outcome
17	18 Feb 26	2.5	To arrange Halsail Training for FSC Race Ops Room volunteers	RW & MR	Before racing starts	Completed
	14 Jan 26	10	Volunteers: to arrange a training session for HalSail	GS	Within month	Completed: Date arranged 21 Jan 26
16	14 Jan 26	8.6	Finance: to liaise regarding the printer for a calendar, as JW will be organising this for FSC for 2027	SH & JW	Not set, a 2026 process	Review Nov 2026
15	14 Jan 26	7.1	Club Shoreside Activities: contact caterers about power outages and the risk of defrosted and re-frosted food in the freezers.	PH	11 Mar 26	Completed. To be confirmed at March Meeting.
14	10 Dec 25	16.2	Dinghy Rack: contact rack holders	JW	17 Dec 25	Completed
13	10 Dec 25	14	Newsletter for January - insertions	JW	31 Dec 25	Completed
12	10 Dec 25	6	Details of the Committee's Nominations will need to be prominently displayed in the Club by 31 st December 2025	JW	31 Dec 25	Completed
11	10 Dec 25	4	Committee Boat Update: Send link of another boat of interest to PH	SH	14 Jan 26	Completed
10	12 Nov 25	17.3	AOB: Return to Yachting: liaise with organisation to establish what their training activities will mean for FSC.	DM	11 Mar 26 14 Jan 26	Completed DM will contact Take a Turn Yachting to inform them that FSC is not able to accommodate their request. Carried fwd to when DM returns
9	12 Nov 25	17.1	AOB: Quay Ladder. Obtain a quote for a replacement.	DO	14 Jan 26	Completed
8	12 Nov 25	14	Website and IT: prepare the website for 2026 and archive 2025 results and Sis	JW	End Jan 26	Completed
7	12 Nov 25	11.2	Sponsorship: Close bookings for Sponsors' Evening scheduled for Wed 19 Nov by Mon 17 Nov if now take up and reschedule for Jan 2026	IF	10 Dec 25	Completed
6	12 Nov 25	9.7	Shoreside Activities: Grant enquiry for solar panels. PH and Alan Dale to be put in contact with one another.	DO	10 Dec 25	Completed
5	12 Nov 25	9.5	Shoreside Activities: Plan and advertise Treasure Hunt Sunday 4 January 2026	IF and JW	End Nov 2025	Completed
4	12 Nov 25	7	2026 Committee: Meet and discuss succession planning.	PH & DM	End Dec 2025	Completed

No.	Mtg Date	Item	Action	By	Due Date	Outcome
3	10 Dec 25 12 Nov 25	2.3 5.2	Risk Review: Item 7: Major Incident Plan of the Audit and Review November 2025. To send the plan that had been drawn up for PoFSA for PH to review.	GS	14 Jan 26 10 Dec 25	Completed 13 May POFSA dealing Not completed NFA
1	10 Dec 25 12 Nov 25	2.1 4.8	Committee Boat: Write a letter of thanks to KP for the use of her boat as the Club Committee Boat and provide an evening dinner voucher.	PH	10 Dec 25	Buy Vouchers Completed