



Minutes of the Meeting of the Management Committee and Trustees

Held on Wednesday 10th June 2026 at 19.00 at FSC

Present

Trustees: Jeanette Hill, Dave Owens;

Management Committee: Chris Bell; Jon Brown; Len Cheshire (arrived 19:30); Paul Evans; John Fox; Sam Harding; Peter Harvey; John Hicks; Derek Hill; David Mitchell (Chair); Mike Robson; Gaye Slater; Rod Wootton.

Secretary: Joanna Walpole

Item not on the agenda

The Committee discussed a confidential matter relating to safeguarding.

1 Apologies

Amanda Ayliffe, Melanie Franks and Sarah Roby.

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 8 Apr 26. | 2.1 13 May 2026 | Risk Review: Defibrillator Maintenance (DM)

It was agreed to contact Chris Cotton to ask what arrangements the FPMGC do about the defib they look after.

Update: DM Matter pending.

- 2.2** No 34: Item 6.1 11 Mar 26 Race Office Rota for rest of season (MR)

Update: Completed.

- 2.3** No. 42: Item: 6.3 RCYC and FSC Launches- RCYC launch finish time of 8pm on race nights. DM to liaise with Chris Davis about this matter.

Update: Completed. DM advised that Chris Davies has advised that the RCYC launch will run until 9pm.

- 2.4** No. 43: Item 8.3 Dining and use of tables. DM and AA to liaise with caterer about how to manage non-racing diners with racers on race nights when they return to the club to eat and all the tables are taken.

Update: Completed. DM has spoken to the caterers, and it was felt that this does not seem to be a problem.

2.5 No. 45: Item 13 Newsletter: coordinate the articles and produce the Mainsheet (JW)

Update: Completed

2.6 No. 46: Item 15.3 Procurement of new screen for race office (JF)

Update: Not discussed.

3 Correspondence

None.

4 Committee Boat Update

4.1 Review of Essential Safety Systems and work lists amalgamated (DO, RW, PH)

Work Completed This Afternoon

- Fire blanket has been fitted.
- Radio will be sorted shortly.
- Winch requires adaptations; this work is planned.

4.2 Falmouth Marine School Launch

DO reported that the Falmouth Marine School launch has been working well for collecting the BOT and transporting it out to the Committee Boat. JW has been coordinating this effectively.

The Marine School has generously confirmed that FSC may continue to use the launch after the end of term, with the Yacht Haven covering the fuel costs.

DO suggested that FSC pays the students to keep the launch running during July and August.

It was **agreed** that maintaining the Marine School launch as a second launch would be beneficial for the Club.

4.3 BOT Storage on the Committee Boat

There was a discussion about how to keep the BOT on the Committee Boat during the week. SH advised that a frame would be required to achieve this.

Action: RW and SH to speak with a stainless fabricator to explore whether a suitable frame can be designed.

JF advised that if other Clubs are using the bot for their events, they will need to insure it.

4.4 Donor Opportunity

John Peters advised that the Working Boat Association would be prepared to provide £1000.

4.5 Draft Protocols and Operation for Committee Boat Checklist (DO, RW, PH)

Not Discussed.

5 Pontoon Update

Nothing to report.

6 Sailing

6.1 Roseland Youth Sailing Trust – FSC Bursary update (DM)

DM reported that the Club had not received any applications.

7 Club Shoreside Activities

7.1 Mid-Summer Regatta sponsored by Pasco's Boatyard and Penrose Sailmakers: 20 June

DM reported that music and food have been arranged and a poster had been circulated.

7.2 Flushing Village Regatta: 1 August

DM reported that the social side is being arranged.

8 Finance

8.1 The following documents had been circulated prior to the meeting and JF went through the figures.

JF went through the figures. He advised that the running costs have gone up since last year and he will look into this over the next few weeks and start unpicking the costs as to why this is.

There was a discussion about bar staff and DM explained that he has some interviews for three people coming up.

- i** Profit and Loss Account for Year to Date
- ii** Profit and Loss Account for May 2026
- iii** Current balance sheet

9 Sponsorship

SH raised the possibility of securing sponsorship for the Committee Boat. DM confirmed that this will form part of the forthcoming discussions with Charlie.

GS noted that there may be some stickers available which could be used as part of any sponsorship arrangement.

10 Volunteers

DM suggested that more effort was needed to recruit more volunteers, especially in the race office.

Action: JW to put this in the July mainsheet.

Action: MR to garner information for the article.

11 Membership

11.1 GS reported as follows:

The **RYA Census** is due and will be completed by her.

Current membership numbers:

- 73 racing skippers
- 7 under-35 racing skippers
- 5 non-member racing skippers

Overall membership figures stand at:

- 305 memberships, an increase from 274 in 2025
- 439 individual members, up from 423 in 2025

GS advised that she intends to carry out a revamp of the membership system in autumn 2026.

It was noted that it is unclear whether all crew members on the larger boats are currently members.

12 Website and IT

DM noted that the website is in need of an update and suggested that this could be taken forward as a winter project.

GS commented that it would be necessary to decide what the Club wants the website to achieve before any redevelopment work begins.

13 Newsletter

DM felt it would be helpful for a wider range of people to contribute more information to the newsletter.

It was noted that there has already been an increase in the amount of sailing-related content included.

DO advised that he would be writing a regular column.

Andrew Laming may be able to provide content about his participation in the Celtic Triangle race for the July Mainsheet.

Action: JW

14 PoFSA

14.1 Falmouth Week Results on Halsail

GS advised that Gill Fox will be entering the FSC results for Falmouth Sailing Week and that there will be a dummy run for all Clubs about entering results for Falmouth Sailing Week on Monday 20 June at 5.30pm.

JW reported that she had met with Robert Talbot and Ollie Beck in preparation for the Loe Beach Regatta. John and Joanna Walpole will be responsible for entering the results for that event.

14.2 Radio Channels

DO raised the issue of radio channel use and whether an alternative to Channel 72 should be used for special events. He noted that during the start of the Celtic Triangle Race, communications on Channel 72 were interrupted by MYC while they were conducting one of their races, although they quickly changed to another channel.

14.3 Safety Matters

Robert Talbot had contacted the RYA regarding the applicability of the Purple Guide for safety events. It has since been confirmed that the guide is intended for general use and not limited to large-scale events.

POFSA have allocated budget for a First Aider to be present at the Watersports Centre.

14.4 Clashes with Races

There was a discussion regarding a recent incident in which the **Royal Western** held a race using the same start line as an FSC race. No information about their racing activity had been passed to FSC, although the Royal Western had liaised with RCYC, who had not relayed this to other clubs.

The group discussed who should take responsibility for coordinating such information. DO advised that he has scheduled a HUGS (Harbour Users Group) safety evening to help improve communication and coordination between clubs.

GS advised that she would speak with Chris Davies.

15 AOB

15.1 Solar Panels: *Tabled by DM*

DM reported that there is an opportunity to obtain funding for the installation of solar panels. This would be beneficial for the building, given the amount of equipment that needs to remain running continuously.

DO raised the issue of resilience, asking whether it is known how many power outages FSC experienced during January, particularly during Storms Goretti and Chandra.

PH noted that a different piece of equipment would be required to estimate the battery outage time for a solar-panel system.

15.2 Donors : Tabled by PH

PH reported that Steve Hutt has offered to put on a Mylor Sessions event on 14 November at the Tremayne Hall to raise funds for FSC. It is hoped that FSC members will attend and support the event.

16 Dates of Next Meeting

Management Committee Wednesday 8th July 2026 at 19:00hrs.

Meeting ended 20:28

Action Log

Action Log – Live Items

No.	Mtg Date	Item	Action	By	Due Date	Outcome
49	10 Jun 26	13	Newsletter: Contact Andrew Laming about Celtic Triangle race	JW	Early July	
48	10 Jun 26	10	Volunteers: advertise in Mainsheet and info about RO	JW MR	Early July	
47	10 Jun 26	4.3	BOT Storage on the Committee Boat: stainless steel frame fabrication	RW SH	July Mtg	
46	10 Jun 26	2.6	Procurement of New Screen for Race Office: JF to check if he has one available.	JF	July 26 mtg	AWAITING OUTCOME
	13 May 26	15.3	Procurement of New Screen for Race Office: JF to check if he has one available.	JF	June mtg	Not discussed
44	13 May 26	9	Sponsorship: to arrange to meet with Charlie about taking this forward	DO DM GS	Over next few months	Review August mtg 2026
35	11 Mar 26	6.6	Halyards for the Flagpole To be replaced.	RW	Over next months	Update August 2026
2	10 Jun 26	2.1	Contact FMPGC to ask about their arrangements for the other Defib	DM	8 Jul 26	AWAITING OUTCOME
	13 May 26	2.1	Contact FMPGC to ask about their arrangements for the other Defib	DM	10 Jun 26	Carried forward to July
	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.

No.	Mtg Date	Item	Action	By	Due Date	Outcome
	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
45	13 May 26	13	Newsletter: to help coordinate the articles and produce the Mainsheet	JW	Beg. June	Completed
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?	Update 10 June 2026. DM has spoken to the caterers and it was felt that this does not seem to be a problem
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?	Completed 10 June 2026 DM advised that Chris Davies has advised that the launch will run until 9pm
41	13 May 26 15 Apr 26	2.2 2.4	Draft Protocols and Committee Boat Checklist: update 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	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>
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 15 Apr 26	2.5 13.1	Purchase of mono printer for race office. Purchase of mono printer for race office.	SH	13 May 26	Sam Harding is dealing with this

No.	Mtg Date	Item	Action	By	Due Date	Outcome
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	13 Apr 26	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	DM/JB		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.			
36	11 Mar 26	10	Volunteers for RO duties: to publicise in the Mainsheet	JW	End March	Completed 4 Apr 26.
34	11 Mar 26	6.4	Race Office Rota. Planning session to be arranged.	MR	Before racing starts	10 June 2026 Completed 13 May 2026 this is still in process.
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

No.	Mtg Date	Item	Action	By	Due Date	Outcome
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
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.

No.	Mtg Date	Item	Action	By	Due Date	Outcome
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.
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

No.	Mtg Date	Item	Action	By	Due Date	Outcome
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
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