

## Chichester Cruiser Racing Club

### Minutes of the General Committee meeting held 15 September 2025 at 1900 by Zoom

Present: Mike Smith Hon Sailing Secretary  
 Alex Thompson Hon Secretary  
 Chris Powell Hon Treasurer (minutes)  
 Craig Williamson Asst Sailing Secretary and Press Officer  
 Brad Croshaw Asst Sailing Secretary  
 Gavin Marriott Asst Sailing Secretary  
 Pam Marrs Coopted member

Apologies Bob Garrett Webmaster  
 Guy McBride Results Officer  
 Susan Rutter Coopted member

Item		Action	Date
0	<u>Minutes of the Committee Meeting held 12 March 2025 at 1830</u>		
0.1	The version of the minutes circulated by Pam on 20 March 2025 was adopted as the minutes of the previous meeting.		
0.2	<p>Progress on action items from the minutes of the 12 March meeting:</p> <p>2. Alex to organise Hornet booking – completed</p> <p>5. Alex to organise Portsmouth SC talk – completed</p> <p>6. Alex to ask owners to encourage crew to join – completed</p> <p>Bob to refresh crew list – completed</p> <p>Alex to remind owners of crew list – completed</p> <p>Mike to use Dutyman to allocate RO/PRO duties – this has not been possible for 2025. Pam offered that she and Richard Creer would provide some training to help get this working for 2026.</p> <p>7. 2026 Open Race – this has not been taken forward. It was agreed to focus on the existing practice of joining in with other Club’s races as part of our programme.</p> <p>8. AOB</p> <p>Bob to derogate the Public Forum and the Members’ Forum on the website – completed</p> <p>A volunteer to be requested to take on the role of Press Officer – Craig has volunteered to take on this role, and this was welcomed and agreed by the Committee. Craig offered to do a short talk at the forthcoming AGM event on the role and how this is being taken forward, mostly focussing on Instagram.</p> <p>Youth participation – addressed under AOB below.</p>	<p>Pam</p> <p>Craig</p>	<p>31.3.26</p> <p>8.11.25</p>
1	<u>AGM / day timings</u>		
1.1	The following guidelines for the order of business and timings for the AGM event on 8.11.25 were agreed:		

Item		Action	Date
	1700 Formal AGM 1730 Open forum including discussion of 2026 programme 1800 Tea and cakes; DIY dinner preparation gets underway 1900 Dinner 2000 Prizegiving  Post meeting note: Bob to add the AGM to the Programme and set up the booking page.	Bob	Done
2	<u>Dinner Menu options and prices</u>		
2.1	Alex volunteered to provision and prepare the main course.	Alex	8.11.25
2.2	Brad volunteered to organise the dessert and cheese.	Brad	8.11.25
2.3	Alex to request assistance with the meal from volunteers, which he will request via WhatsApp.	Alex	30.9.25
2.4	MRSC to be requested to provide a barman; a tip of £50 to be offered as remuneration.	Alex	30.9.25
2.5	Committee members are requested to provide home-made cakes for the tea and cakes section	All	8.11.25
2.6	The budget and pricing for the AGM was agreed as follows: Room hire £75 "Tablecloths etc" £20 Cleaning £50 Hire of kitchen £20 Tip for MRSC barman £50 Food £250  Total costs £465.00 Est attendance 25 Cost per head £18.60  Price to be charged £22.00 Revenue @ est attendance £550.00  Projected surplus / contingency £85.00		
3	<u>Financial Report / Subscriptions for 2026 / Yacht fees</u>		
3.1	Chris had distributed the management accounts for the accounting year to date (1 October 2024 to 13 September 2025), noting that these are not yet the final figures for the year ending 30 September 2025.		
3.2	The accounts show a significant net loss of members, with 16 lost and only 5 joiners; the number of members paying a subscription has fallen by 20% as compared to 2024. There was also a net decrease of 3 in the number of yachts registered.		

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3.3	In terms of revenue, the loss of members was offset by the increase in the subscription rate agreed at the last AGM – from £20 to £25. But overall there was a fall of £155 in the total revenue from subscriptions and yacht registration fees.		
3.4	Fortunately there have been no major increases in expenses this year. For promotional purposes, Alex would like to have some CCRC business cards printed and will research costs. Alternatively we may be able to use the stock of old business cards. Pam agreed to send Alex a copy of the old business card. Post meeting note: Bob has reminded that we could also consider using the previous leaflet, which could be overprinted with the programme. Also suggested a QR code which links uniquely to the web site so there is some measure of its use.	Alex Pam	30.9.25 30.9.25
3.5	The year to date accounts are currently showing a surplus of £749, however this will largely be spent on purchasing the prizes for the 2025 season. It was agreed that, where races that were cancelled during the season had trophies allocated to them, trophies would be reallocated to races that do not currently have a proper trophy.	Mike and Pam	8.11.25
3.6	Chris noted that the final result for the year is likely to be close to breakeven. Unless there is an increase in membership numbers, we are likely to start running deficits in future years.		
3.7	On subscriptions, Chris’ opinion is that last year's increase in subscriptions from £20 to £25 has been at least partly responsible for the loss of members, which in turn has meant that the increase resulted in no extra revenue for the Club – instead we have fewer members, each paying a higher subscription. He felt that any further increases would contribute to a further loss of members. It was agreed that Chris would propose to the AGM that subscriptions and yacht registration fees be held at the same levels for 2026.	Chris	8.11.25
4	There was no item 4 on the agenda.		
5	<u>Joint Club race programme</u>		
5.1	We will continue to incorporate open events organised by Bosham, the Emsworth clubs, and HISC into our programme. For 2026 we are also investigating a joint race to Seaview with Portsmouth SC on 18 July, starting at Rizzi. Post meeting note: The date may change as PSC’s calendar says 5 July.		
6	<u>2026 Programme, number of races and should we extend into July</u>		
6.1	Two winter socials are proposed. A “Go faster” presentation by a sailmaker at Portsmouth SC on 7.2.26, and a talk by CCRC at Itchenor SC in mid/late February, taking advantage of their clubroom and Sunday lunch. Topics for the CCRC talk yet to be decided – may include Fastnet, 2026 programme. Alex to contact PSC and ISC.	Alex	31.10.25

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6.2	The season will start with the Fitting Out supper at HISC on 18.4.26, followed by a Bay race on 19.4.26.		
6.3	The Early May bank holiday (2-4 May 2026) passage races will once again be Cowes. Alex to book RORC dinner on 2 May or 3 May.  Post meeting notes: After the Early May bank holiday weekend, there is a dilemma as we either race one week later on 9-10 May or 16-17 May, one week before May Bank Holiday. A discussion point for AGM.  May Bank Holiday is 23-25 May. Thereafter basically fortnightly till end of June/ beginning July subject to any Federation Club Races.	Alex  Mike	31.10.25  8.11.25
6.4	The Committee generally felt that there should be a break in racing from around the middle of July to the end of August.		
6.5	The Committee requested that there should be some discussion of rating systems at the open forum part of the AGM event, even if no changes are planned.	Mike	8.11.25
7	<u>Officers for 2026 / Results Officer / Whatsapp 2026 Results</u>		
7.1	Alex to ask members for volunteers to take on the Commodore and Vice Commodore roles. Also to ask Bob if he is prepared to carry on as Webmaster, and to canvass likely individuals who may be able to take on the Results Officer role, with a handover session by Guy.  Post meeting note: Bob has confirmed that he is happy to carry on as Webmaster, but suggests that others should start to get involved from a promotional perspective e.g. news stories on the front page (which Bob also tends to add to Facebook and Twitter though we should also be considering BlueSky and Instagram) as Bob is often unaware of what news there is, and maybe the management of the programme and bookings.	Alex	15.10.25
7.2	Hon Sailing Secretary, Hon Secretary, Hon Treasurer, Press Officer and Assistant Sailing Secretaries offered to continue in their roles for 2026.		
7.3	Chris proposed that we move to using the WhatsApp Notice Board group as the method of reporting race finishing times, replacing the current method of sending finishing times to the Results Officer via SMS text message. As a last resort if Whatsapp not available to a yacht, it would communicate its finishing time to the PRO by VHF. This would require a change in the Sailing Instructions, and the change would need to be well publicised to members.		
7.4	A small group of PROs / Assistant Sailing Secretaries have been given access to HalSail. Under the new process, the PRO each weekend would be responsible for harvesting the finishing times from WhatsApp and inputting them into HalSail straight after the race. The PRO would then publish the results once finalised, or after the dinner.		

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	<p>Mike suggested that there would be some merit to also continuing with the present requirement to notify the Results Officer who would be responsible for the confirmed result, updating the series results and transcribing these to the CCRC Results web page. The weekend result by the PRO/RO would be provisional.</p> <p>Post-meeting notes: we have confirmed that results can be input to Halsail via mobile phone app, so it would not be necessary for the PRO who is inputting the results to have a laptop on board. We have also confirmed that the results are automatically sent from Halsail to the CCRC website, so it would not be necessary for the Results Officer to update the series results and transcribe the results to the CCRC website Results page. Guest yacht times will have to be specially collected as they would not have access to the WhatsApp group.</p>		
7.5	It was emphasised that this would not remove the need for a Results Officer, because a significant amount of setting up and maintenance needs to be done on HalSail – e.g. creating competitor records, allocating handicaps for new or changed yachts, setting up the race calendar, classes, scoring rules and handicapping rules, reviewing the accuracy of results, and overseeing the whole process. Results Officer also needs to liaise with Webmaster to archive the data from Halsail annually.		
7.6	The next steps would be to include this change in the open forum discussion at the AGM event, and then draft changes to the Sailing Instructions etc for 2026 if the change is supported by members.	Chris and Mike	8.11.25
8	<u>Should CCRC Notice Board be only for members</u>		
8.1	Chris had completed a comparison of the Notice Board group to Dutyman. This shows that there are 16 NON-members of CCRC on the CCRC Notice Board WhatsApp group. There are 18 CCRC members on Dutyman who do NOT belong to the CCRC Notice Board WhatsApp group.		
8.2	Chris to be given Admin rights on the Notice Board group (done) and will remove leavers from the WhatsApp group as part of the process of monitoring membership renewals.	Chris	Ongoing
8.3	Chris and Alex to do a clean-up of the existing membership of the Notice Board group, with non-members being moved to the Chat group if we still want them involved.	Chris and Alex	31.12.25
9	<u>Any Other Business</u>		
9.1	Mike and Gavin felt that it would be desirable to have skippers complete a form confirming that they take full responsibility for any under-18 crew members that they have on board. The Notice of Race for 2026 would be amended to make completion of this form a condition of entry. Mike to draft a form for agreement by the Committee.	Mike	31.12.25

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	<p>Post meeting notes:</p> <p>Bob suggested that rather than a separate form that this is made part of the CCRC Regulations as otherwise there is too much room for overlooking this. Of course that would require AGM agreement and reminders when members renew as we did for GDPR. It might also need to be on the guest entry form. It might also be worded as "take full responsibility for all crew particularly including those under 18". This might need consideration regarding boat's insurance and the club's insurance.</p> <p>Chris suggested that, if we follow the Bosham model, the "Under 18" wording would not be a form but would be a declaration added to the Notice of Race; it would be a condition of entry that you confirm agreement and acceptance of it by entering each race. This would then apply to guests entering our races even if they are not members.</p>		
9.2	It was agreed that Pam and Richard would attend the Langstone SC Commodore's event on behalf of CCRC.	Pam	20.9.25