AUTUMN MAILING 2017

Within this file you will find the papers enclosed in the Autumn 2017 mailing.

The contents of this file are as follows:

1. General Manager’s Notes, including Laying Up Supper details
2. Commodore’s Report
3. Hon Treasurer’s Financial Report
4. Staff Christmas Fund Letter
5. Save the date note
6. Notice of Autumn General Meeting
7. Draft Minutes of the Spring 2017 General Meeting
8. Proxy Form
Welcome to the Autumn 2017 mailing, which contains the Commodore’s Autumn Report, Autumn Meeting papers, and your Autumn Winter ISC magazine.

Autumn General Meeting – Saturday 21 October
This is the formal notice required under the Club’s Articles of Association of the Autumn General Meeting which is being held at the Club on Saturday 21 October, starting at 5.30 pm. The full Agenda is included in this mailing and is also available on the Members’ Area of the Club website, as is a Proxy Form for any members unable to attend the Meeting. The last date for any motions to be heard at the meeting is Saturday 30 September and the last date for receipt of proxies is Thursday 19 October.

Subscription Rates 2017/18
The General Committee has set subscription rates for the year commencing 1 November 2017 as follows:

<table>
<thead>
<tr>
<th>Membership Class</th>
<th>Member £</th>
<th>Partner £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age 35 and over</td>
<td>470</td>
<td>235</td>
</tr>
<tr>
<td>Age 31 to 34</td>
<td>361</td>
<td>191</td>
</tr>
<tr>
<td>Age 27 to 30</td>
<td>213</td>
<td>147</td>
</tr>
<tr>
<td>Age 18 to 26</td>
<td>142</td>
<td>76</td>
</tr>
<tr>
<td>Junior age 8 to 17</td>
<td>119</td>
<td>N/A</td>
</tr>
<tr>
<td>Associate</td>
<td>206</td>
<td>103</td>
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<tr>
<td>Midweek</td>
<td>180</td>
<td>180</td>
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<tr>
<td>Absentee UK</td>
<td>129</td>
<td>129</td>
</tr>
<tr>
<td>Absentee Overseas</td>
<td>101</td>
<td>101</td>
</tr>
</tbody>
</table>

Senior member concession for Full and Spouse members with 20 years or more membership (not necessarily concurrent): Aged 75 to 79 – 25% discount; Aged 80 to 84 – 50% discount; Aged 85 to 89 – 75% discount; Aged 90 and over – 100% discount.

Depending on your instruction to us, direct debit payments will be collected in ten equal instalments commencing on or shortly after 1 November 2017, or for those who have elected to pay in one annual amount, this will be collected in full on or shortly after 1 November 2017. Subscriptions paid other than by direct debit are due in full on 1 November. Please do consider converting to direct debit payment, for which a bank mandate is available either from the Members Area of the Club website or by contacting the Office.
Pay your 2018 Racing and Stage Berthing Fees in instalments
For 2018 we are giving members the option to pay Racing and Stage Berthing Fees in ten equal monthly instalments. This option will be available only to members who currently pay their membership subscriptions by direct debit. The payment profile will be same as for subscriptions, with the first instalment on 1st November and the final instalment on 1st August. We will shortly be e-mailing all members who paid racing fees and/or stage berthing fees with an invitation to renew. Members wishing to take up the instalment option will need to have opted in by replying to the e-mail, by the deadline date, Wednesday 18 October, otherwise you will have to wait until the following year.

Duties
Please start to think about dates you are available for duties next year. As in the past couple of years, self-selection of duties for 2018 will be available. You are encouraged to select and self-allocate your duties for a date which suits you.

(i) Self allocation of duties. The self-allocation window on DutyMan will be open from 1st to 31st December. You will be able to select a duty which suits you. This should necessitate far fewer swaps. Reminders will be sent nearer the time.

Anyone not self-selecting will be allocated their duties and advised through the DutyMan system when the roster is published.

(ii) Duty exemption scheme. We will again be offering 100 duties for exemption, i.e. taken completely off your hands, at a cost of £125 each. If you would like to take advantage of this, just click on the link on the Club website and complete the online form.

As a guide, if you were allocated only one duty in 2017, you will be required to undertake two in 2018 and vice versa. Members are included in the duties roster from the age of 16.

Spouse Members who do not actively race, may opt out of doing duties. However, spouse members whose children participate in Junior sailing events are excluded from this option because it is expected that parents will help support their children’s sailing activities.

If you wish to opt out of duties and you are eligible to do so, you will need to contact the Sailing Manager by 31 December. Please bear in mind that planning the duties roster is a major operation, so even if you are eligible to opt out, but have not done so by the deadline, you will be rostered as usual for 2018 and will have to wait until the following year to opt out.

Laying Up Supper – Saturday 28 October
This year’s Laying Up Supper takes place in Saturday 28 October. Details and the menu are shown on the back page. This event is the Club’s annual prize giving dinner, and is normally very popular, so early booking is recommended. Payment is required at the time of booking.

Trophies
Please return any trophies to be presented at the Laying Up Supper, by Saturday 14 October as the engraver visits us that week.

Stage Berths
Stage berthing fees cover boats on the staging from 1 March to 31 December. Members are welcome to leave boats on the stage from 1 January to 28 February for which a winter berthing fee of £75 will be payable.
Sail Store
Please ensure that your sails and locker contents are removed from the Sail Store by Monday 6 November so that the sail racks can be moved outside to make room for the Club boats to be brought inside for their winter maintenance. Any sails and other items remaining after that date will be cleared out and disposed of.

Club RS Vision, Laser 2000, RS Teras and RIBshare
The Club dinghies and RIBshare which have proved popular this season will continue to be available during the winter months, weather permitting. Members interested in booking any of the boats should contact the Office to check availability.

Working Parties
Members help is requested on working parties being recruited to carry out work replacing worn planking on the dinghy staging, and decorating in the Clubhouse during the winter months. If you like wielding a hammer and nails, or are a dab hand with paintbrush and roller and would like to help with either of these tasks, which not only help keep down the costs of running the Club, but are also a good social activity during the winter, please do contact the Office. We will work out some dates once we know how many people we have interested.

Winter Programme – Clubhouse
The winter social programme is currently being finalised. Details will be announced in QuickNews and on the website.

During the winter, the Club will be open for suppers on Fridays and Saturdays and for lunches on Saturdays and Sundays, as well as for parties and functions, details of which will be publicised in the Clubhouse and on the website, and of course don’t forget to check your QuickNews e-mails.

The normal winter opening hours will be as follows:

<table>
<thead>
<tr>
<th></th>
<th>Clubhouse</th>
<th>Buttery</th>
<th>Bar</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday</td>
<td>1600 – 2315</td>
<td>1900 – 2130</td>
<td>1730 – 2300</td>
<td>Supper last orders 2100</td>
</tr>
<tr>
<td>Saturday</td>
<td>1100 – 2315</td>
<td>1100 – 2130</td>
<td>1200 – 2300</td>
<td>Bar snacks</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Supper last orders 2100</td>
</tr>
<tr>
<td>Sunday</td>
<td>1100 - 1530</td>
<td>1100 – 1430</td>
<td>1200 – 1500</td>
<td>Sunday Roast - Advance Booking recommended</td>
</tr>
</tbody>
</table>

Note: On Saturdays and Sundays when sailing or training are scheduled, the Clubhouse and Buttery will open from 0900.

Outside these hours, please book in advance through the Office.

We can accommodate parties, functions, meetings and conferences at the Club during the winter. We can supply almost any type of catering for groups of up to 120. Overnight accommodation is also available even during the winter in our warm centrally heated rooms. If you would like further details on how we can help, please do not hesitate to ask Nick or myself. We will be delighted to assist.
Winter Programme - Office Hours
The Club Office will be closed at weekends from the weekend of 11/12 November 2017 until the weekend of 17/18 March 2018 inclusive. During this time Office open hours will be from 0930 to 1630 Monday to Friday.

And finally........, I wish everyone an enjoyable winter season and a Happy New Year.

STEPHEN CARDEN-NOAD
General Manager

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LAYING UP SUPPER
Saturday 28 October
19:30 for 20:00 hrs

This year’s Laying Up Supper is being held on Saturday 28 October to celebrate the conclusion of another successful sailing season, to award end of season trophies, and some trophies for various events raced during the season.

Menu
STARTER
Hot smoked salmon with Dublin Bay prawn mousse, garnished with lobster and sakura cress, served with caper and dill dressing

*Recommended wine – Stellenrust Chenin Blanc, South Africa*

- £19.80 per bottle (members card price)

MAIN COURSE
Gressingham duck breast with pumpkin and potato dauphinoise, a blackberry, juniper berry and port sauce, buttered kale and baby seasonal vegetables, served with a quince chutney

*Recommended wine – Versant Pinot Noir, France*

- £17.78 per bottle (members card price)

DESSERT
Plum frangipane tart with vanilla pod ice-cream, roast maple figs and mint crème anglaise

Coffee and chocolate truffles

All for £30 per person

This event is normally very popular, so early booking is recommended. Bookings can be made by calling the Office on 01243 512400. Vegetarian option available. Please advise any special dietary requirements.

Owing to the high demand for places at this event, bookings will be confirmed only once payment has been received.
COMMODORE’S REPORT – AUTUMN 2017

2018 Subscriptions

I am pleased to say that as a continuing benefit of the early repayment of the Club’s debt following the 2015 Capital Appeal, and further discipline on cost control and revenue generation, we have reduced subscriptions for Full Members aged 35 and over for the third year in succession against increasing pressure from adverse external cost pressures. More detail is in the General Manager’s Report and Hon Treasurer’s report. It results from our policy of keeping subscriptions at the heart of our efforts to attract and retain members.

The success of our external events has meant that subscriptions are approximately £100 per Full Member less than they would otherwise need to be and I hope you will agree that the occasional intrusion that such events sometimes cause is worth this contribution towards the vibrancy of our Club caused by broadly maintaining our membership numbers.

This subscription reduction depends on us all continuing to use the facilities of the Club, including continued and hopefully increased numbers of boats on the water, good levels of racing and general activity and related use of buttery, bar and evening events, good financial discipline for our major events to ensure each makes their proper and fair contribution towards their share of the Club’s infrastructure and we hope too that further increases in the use of our accommodation through AirBnB will also occur going forward.

Off Peak Discount Scheme

I am pleased to say that General Committee last Friday approved a trial scheme under which Full Members (who contribute the most financially to the overall costs of running the Club) will receive a 33% discount on up to £600 of spend at the Club during off peak times, including accommodation. More details to follow in due course once various implementation mechanics have been worked out. We are excited about this development and hope that members will find it attractive and helpful.

Pay your 2018 Racing and Stage Berthing Fees in instalments

Please see Stephen’s note on this for further details, but again as part of our efforts to make Club membership and usage as convenient and affordable as possible, we have introduced this scheme. Please note the Wednesday 18th October deadline if you want to take advantage of this scheme for 2018.

Associate Membership

This year we introduced Associate Membership, a category of membership that is for people interested in boating (such as their own participation in sea rowing and kayaking/paddle-boarding). This is also intended to replace Social Membership which has been discontinued.
Associate membership is NOT for people who are interested in taking part in either:

- racing sailing organised by the Club, and / or
- cruising (both sail and power including ribs) from the Club

whether:

- through their own participation, or
- in support of Junior members for whom they are responsible (usually as parents)

This has proved very popular. Please do mention this to anyone to whom you think it may be of interest. It should be a win-win as it is an attractive form of membership for those for whom it is intended and it is an important way for the Club to boost activity and help make membership cheaper for everyone

**Senior Member Concession Scheme (introduced in 2015)**

Please note that Full and Spouse/Partner Members aged 75 and over and with 20 years or more of membership continue to receive a concessionary discount of between 25% and 100% depending on age – please see Stephen’s notes on this. No action is required by existing members as it gets applied automatically, but please do mention this to anyone that you think may be interested in this, whether former members or new ones.

**On Water Successes**

Our flagship junior and youth events – Junior Fortnight and Schools Week – have together with all the other events and training been very successful and once again it is wonderful seeing the junior and youth classes thriving. These events have been a joy to watch first hand and the pleasure our young sailors get from them is wonderful.

Dinghy and keelboat racers have enjoyed an active season too with strong activity again throughout the season. The cruisers too have been busy with a number of well-attended events.

On-water successes away from the Club have been plentiful with Ben Saxton having recently won the Nacra 17 World Championships in sensational style and being part of an Itchenor team that has just won the British Keelboat League Finals, Barry Sampson’s marvellous and inspirational support of a talented group of the Club’s young sailors competing alongside him in the Itchenor entry at the New York Yacht Club Invitational Cup Regatta for the third time against some of the best in the world, John Tremlett and his team on Lass winning the Captains Cup at Cowes for an incredible fifth time, a team representing Itchenor winning the prestigious Wilson Trophy for team racing, Imogen Bellfield pairing up with Scarlett Shepherd to be crowned as World Ladies and Youth Champions at the Mirror Worlds at Restronguet, Izzy Davies and Gemma Keers getting bronze at the International 420
Europeans at Fraglia Della Vela Riva in a season where they have won or been on the podium of many of the major events they have entered, a number of good results at various levels at the Mirror Nationals and Katie Davies and Midge Watkins winning silver at the International 420 Youth Nationals.

**Start of Season Sailing Day and Party**

To get next season off and running, we will again run a big start of season event. This will be normal Club racing in which all the Classes will try and get as many boats on the water as possible. This will be followed by the Start of Season Party (which has been designed for all age groups) in the evening. The date will be announced shortly in QuickNews.

**Training**

Our sailing training has gone from strength to strength this year and we are now a recognised RYA Keelboat Training Centre thanks to George’s efforts. Ashley Hatton has provided an increased offering in the highly tailored training that he does so well and our other core training activities have been solid and well attended too.

**Rowing**

This year has seen the growth of our recreational rowing so that it is now a significant part of our Club’s activities and we are very excited to be able to use our Club in such a new way to increase our activity levels further – thanks to Chris Blevins for his efforts in driving this initiative. It is a brilliant, relaxing, sociable and enjoyable way to get a bit of light exercise and see our lovely harbour from a different viewpoint. We welcome all such initiatives and in this vein the SUP/Kayak rack has been popular again this year and will be expanded for next season.

**Budget**

We have again published the approved budget for the year in the members area of the website. Username 1927 password betivuka. Please do have a look - there is a lot of detail which helps explain how our finances work. There is a separate note from the Hon Treasurer in the pack.

**Staff Christmas Fund**

Andrew has written separately on this. I would just like to add my support to the request that you give consideration to supporting this. At your request, we are again including some guidance on possible levels that one could consider as people often ask this and it was well received last year.

**Supported Class Review**

With effect from this winter’s training program just started, we have now introduced the RS Feva XL and Laser Radial as additional Supported Classes for our Junior and Youth Sailing alongside the Mirror, Topper and 420 as part of a newly formalised Youth and Junior sailing
pathway. Julian Hantrais and Caroline Clarke respectively are the new class captains. We are excited about this development and will do everything we can to help make it a success.

The adult dinghy part of the review has also been substantially completed with the decision being made to continue the existing classes as Supported Classes. The remaining work on this is to explore the potential for a double-handier dinghy that would be easier to sail than our current classes and this work is on-going.

My great thanks are due to Joe Burnie, the Class Captains and everyone else who has assisted with this process to date – it goes to the heart of our success as a Club and I appreciate all the effort that has been put into it.

The final stage of this will be the racing keelboats, which Archie Massey has kindly agreed to run in early 2018.

Other 2017 Developments

Our weddings, private member parties and external events have been very strong again this year and our ability to hold civil ceremonies at the Club is a big plus. Our Club continues to be very popular for these events and the feedback I see on them is extremely positive. The primary rationale for them is to help make the costs of membership lower for us all, which helps to attract and retain members, as well as being a great showcase for potential new members and an excellent facility for existing members. I held my own 60th birthday party at the Club for 85 guests this year and couldn’t have been happier with how it all went – the feedback from our guests was incredibly positive, do please consider us for such events.

We have successfully launched a further four of our rooms on AirBnB and are expanding the rooms available as well as exploring some other changes to help increase bookings via this channel. Most of our rooms have now been given a facelift and utilisation is increasing steadily.

Succession

I am pleased to say that Mike Wigmore has put himself forward for election to the role of Rear Commodore Sailing, joining Neil Hart who has done likewise for the role of Commodore and William Plant as Treasurer. We wish them and the incoming new members of General Committee, Pippa Sloper and Bruce Grant, the very best over the three years of their tenure and thank Chris Blevins and Charles Hindson for their huge contributions as RCS and Treasurer respectively and Emma Hansell and Archie Massey likewise for GC.

It has been my very great honour and pleasure to be Commodore for the last 3 years and I much appreciate all the support I have received during this time – this has made it feel very special for me.

Best wishes

Charles Hyatt
Commodore
HON TREASURER’S REPORT – AUTUMN 2017

Forecast to 31 October 2017

The active year reported on by the Commodore across the club is also reflected in the club’s steady financial performance. Overall revenue is forecast to be above budget, and with good control of costs continuing. This is expected to give an accounting surplus after depreciation modestly above budget. The cash position over the year is expected to increase by some £46,000, mostly due to not yet replacing the dinghy pontoon.

Subscription income is slightly lower than last year, reflecting both lower full member subscription charges and 98 new members joining, that also kept our active membership numbers steady. Sailing activity has been stronger, particularly with growth in the dinghy fleets along with more training and better supported sailing events. Members also made greater use of the clubhouse, along with continued growth in our non-member events. These now represent nearly 30% of the House activity and reduces the full membership subscription by over £100.

Over the last 4 years, the club’s finances have been substantially strengthened with the members’ support to redeem the bonds, more members across all active membership categories and a three-fold increase in non-member event/accommodation revenues.

We have also widened what the club offers, with over 70 people now as Associate (previously Social) and Midweek members, use of our assets with RIBshare and now ferryman by cruising members, and storage for paddle board/kayaks. These currently contribute a useful £10k of our revenue.

Overall, this has enabled us to reduce full membership fees (including the previous bond levy) by £75 – a real reduction of c20%, whilst leaving the club financially sound with a forecast cash balance of £225k at the end of October.

Budget to 31 October 2018

The budget for the coming year is based on continuing the same broad profile of new members joining to sustain current full member numbers along with non-member events at the same level, despite starting the year with fewer booked, with expansion coming from the introduction of Associate membership (at least 40 new members) and the new Junior supported dinghy classes (including 25 fevas), and continuing growth in the use of the B+B accommodation.

Overall, revenues are budgeted for next year to be slightly lower than the current year, reflecting the further reduction in the full member subscription, which, combined with continued cost control and provision for corporation tax, budgets a ‘breakeven’ contribution to the club’s retained profits.

The cash profile is similar, budgeting a slight increase over the year after rib fleet management in line with policy and the dinghy pontoon replacement.

For the coming year, we also have two marketing initiatives of firstly a bar and buttery credit for newly joining Full Associate members and secondly a discount further to the 10% member discount for Full members of 30% on their first £600 spent at the club’s off-peak times.

Lastly, as I now hand over to William Plant, I would like to thank Kay Penegar for her unstinting support as our accounts manager, improving the integrity of the accounts with systems upgrades and dealing with the increased complexity of the club’s accounting as we have diversified revenue streams and the resulting VAT and Corporation tax complexity.

Charles Hindson, Hon Treasurer
September 2017
### TABLE 1 - FORECAST 2016/17

<table>
<thead>
<tr>
<th></th>
<th>Member generated</th>
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<td>Revenue</td>
<td>Costs</td>
<td>Total</td>
<td>Total</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
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<td>Subscriptions</td>
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<td><strong>Costs</strong></td>
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<td>Food and drink</td>
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<tr>
<td>Renewal and repair</td>
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<td><strong>Operating Surplus</strong></td>
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<td><strong>Interest</strong></td>
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<td><strong>Retained Surplus</strong></td>
<td>68,004</td>
<td>(73,761)</td>
<td>5,078</td>
<td>5,362</td>
<td>(63,321)</td>
</tr>
<tr>
<td><strong>Cash flow</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Operating surplus before depreciation</td>
<td>71,004</td>
<td>(73,761)</td>
<td>5,078</td>
<td>5,336</td>
<td>(63,321)</td>
</tr>
<tr>
<td>Less: Capital Expenditure</td>
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<td>(10,826)</td>
<td>(29,813)</td>
<td>(9,161)</td>
<td>(49,800)</td>
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**This year’s forecast is subject to year end adjustments including irrecoverable VAT**

### TABLE 2 - BUDGET 2017/18

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<td></td>
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<tr>
<td><strong>Revenue</strong></td>
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<tr>
<td>Subscriptions</td>
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<td>18,103</td>
<td>18,103</td>
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<tr>
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<td><strong>SubTotal</strong></td>
<td>110,896</td>
<td>32,487</td>
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<td><strong>Costs</strong></td>
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<tr>
<td>Food and drink</td>
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<td>18,103</td>
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<td>Staffing</td>
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<td>Renewal and repair</td>
<td>5,275</td>
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<td>Other fixed costs</td>
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<tr>
<td>Other variable costs</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
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<tr>
<td>Depreciation of boats and equip’t</td>
<td>0</td>
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<td><strong>SubTotal</strong></td>
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<tr>
<td><strong>Operating Surplus</strong></td>
<td>73,134</td>
<td>(74,875)</td>
<td>3,962</td>
<td>1,467</td>
<td>(69,446)</td>
</tr>
<tr>
<td><strong>Interest</strong></td>
<td>0</td>
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<td>0</td>
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<tr>
<td><strong>Tax</strong></td>
<td>(3,400)</td>
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<td>(3,400)</td>
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<tr>
<td><strong>Retained Surplus</strong></td>
<td>69,734</td>
<td>(74,875)</td>
<td>3,962</td>
<td>1,517</td>
<td>(69,396)</td>
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<td><strong>Cash flow</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Operating surplus before depreciation</td>
<td>73,134</td>
<td>(74,875)</td>
<td>3,962</td>
<td>1,517</td>
<td>(69,396)</td>
</tr>
<tr>
<td>Less: Capital Expenditure</td>
<td>0</td>
<td>(17,000)</td>
<td>(30,000)</td>
<td>(33,500)</td>
<td>(80,500)</td>
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<td>Interest and tax</td>
<td>0</td>
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<tr>
<td>Corporation Tax</td>
<td>(3,000)</td>
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<tr>
<td><strong>Net cash flow</strong></td>
<td>70,134</td>
<td>(77,904)</td>
<td>(3,129)</td>
<td>42,130</td>
<td>(24,274)</td>
</tr>
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</table>
Dear Member,

Staff Christmas Gratuities Fund 2017

As is usual at the end of each season, I write to you to ask for your support with the annual Christmas staff gratuity fund. As the immediate past Commodore of the club, it is my pleasurable duty to organise this fund.

As everyone will be well aware, we do not add gratuities onto any of our Buttery, Bar or other service bills during the season. This is quite common with most sailing and similar clubs but we similarly do ask members to contribute to a staff fund at the end of the season which is distributed to the team at Christmas time.

We are extremely fortunate to have such a loyal group of staff who work exceptionally hard during the season to ensure that the club runs smoothly both on and off the water and in particular they provide us with excellent service in the bar and buttery not just on special event evenings but also during routine days beginning with breakfast and continuing until supper or later.

Some members have asked for an indication of a suitable level of contribution. Historically, members who are regular users of the Club have contributed between £50 and £100. Obviously, some members have generously contributed more, whilst others less.

It is extremely easy to participate in this annual statement of our appreciation. You could complete the form below and return it to the club, or pop it in the box on the Bar, or send an email instruction to accounts@itchenorsailingclub.co.uk. We are happy to accept cheques or payment by debit card, credit card, or by direct debit (if you are set up with this at the club) or we can charge it to your Members’ card. We are even happy to take your instructions by telephone if a phone call to the Office is easier for you.

Do please take this once a year opportunity to show your appreciation for the team that substantially contribute to our enjoyment of our club. Do it today before you forget and winter sets in!

Best wishes

Andrew Dunlop

I would like to make a contribution of £…………………to the Staff:

* Please find enclosed a cheque payable to “ISC Staff Fund”

* Please charge to my debit card number

  ………… ………… ………… ………… Expiry date …………/………

  Three digit card verification number …………

* Please charge to my ISC Members Card account number …………

* Please charge to my direct debit

Name………………………………Signed…………………………… Date …………

* delete as appropriate

Please return direct to “Staff Fund, ISC, Itchenor. PO20 7AG”.

September 2017
SAVE THESE DATES!

CHRISTMAS DINNER
with dancing to a live band
Saturday 9th December 2017

CHILDRENS CHRISTMAS PARTY
Friday 15th December 2017

CHRISTMAS CAROLS & MULLED WINE
Friday 15th December 2017

READY TO RACE DAY
Sunday 11th March 2018

START OF SEASON PARTY
Date to be announced - see QuickNews

Winter Bridge at the Club
Fridays 18.00 for 18.30

<table>
<thead>
<tr>
<th>2017</th>
<th>2018</th>
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<tbody>
<tr>
<td>29th Sept</td>
<td>12th Jan</td>
</tr>
<tr>
<td>20th Oct</td>
<td>9th Feb</td>
</tr>
<tr>
<td>24th Nov</td>
<td>9th Mar</td>
</tr>
<tr>
<td>8th Dec</td>
<td>6th Apr</td>
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</table>

Keep an eye on your QuickNews emails for further details
ITCHENOR SAILING CLUB LIMITED

Notice is hereby given that the Autumn General Meeting will be held at 5.30 pm on Saturday 21 October 2017 at Itchenor Sailing Club.

AGENDA

1. To confirm the minutes of the Spring General Meeting held on 8 April 2017 and to consider any matters arising.

2. Election of Flag Officers

a) To elect a Commodore to succeed Charles Hyatt who retires and does not offer himself for re-election. The following member has expressed his willingness to serve as Commodore and is standing for election at this meeting:

   Neil Hart Proposed by Charles Hyatt; seconded by Graham Colbourne

b) To elect a Rear Commodore Sailing to succeed Chris Blevins who retires and does not offer himself for re-election. The following member has expressed his willingness to serve as Rear Commodore Sailing and is standing for election at this meeting:

   Mike Wigmore Proposed by Chris Blevins; seconded by Charles Hyatt

a) The following members have expressed their willingness to continue to serve as Flag Officers and are standing for re-election at this meeting:

   Vice Commodore Graham Colbourne;
   Rear Commodore House Simon Miller
   Rear Commodore Cruising Chris Colbourne

3. Honorary Treasurer

To elect an Honorary Treasurer to succeed Charles Hindson who retires and does not offer himself for re-election. The following member has expressed his willingness to serve as Honorary Treasurer and is standing for election at this meeting:

   William Plant Proposed by Charles Hindson; seconded by Charles Hyatt

4. Election of General Committee (under Article 24 there should be six “Elected” Members of the General Committee)

a) To elect two General Committee members following the retirements of Archie Massey and Emma Hansell. The following members have expressed their willingness to serve, and have been nominated to fill the vacant positions as Elected Members of the General Committee with immediate effect.

   Bruce Grant Pippa Sloper Proposed and seconded by the General Committee

b) Being eligible and having expressed their willingness to continue to serve on the General Committee, the following members are standing for re-election at this meeting:

   Joe Burnie Roger Heath Colin Maclean Sue Smith

5. Any Other Business.

Which may be properly transacted (i.e. notice of which has been given in writing to the Company Secretary at least 21 days before the meeting).

By order of the Committee

   STEPHEN CARDEN-NOAD
   General Manager and Company Secretary

Notes:

(1) There will be an opportunity for informal discussion of Club affairs at the conclusion of the formal business of the meeting.

(2) Members unable to attend may appoint a proxy to attend and vote on their behalf. The proxy must be correctly authorised in accordance with the Articles of Association using the attached pro-forma, which must be deposited by hand or post at the Registered Office of the Club not less than 48 hours before the time of the meeting.
ITCHENOR SAILING CLUB LTD

Minutes of the Spring General Meeting held on Saturday 8 April 2017

In the Chair

The Commodore, Charles Hyatt

Present: Vice-Commodore, Rear Commodore Sailing, the Honorary Treasurer, 17 Members, and the General Manager

Introduction: The Commodore welcomed members to the Spring General Meeting.

Item 1. Minutes of the Autumn General Meeting held on 22 October 2106.

1.1 John Holmes proposed and Sue Smith seconded, that the minutes of the Autumn General Meeting held on 22 October 2016 be confirmed and signed as a correct record. The minutes were unanimously approved. There were no matters arising.

Item 2. Directors Report and Accounts

2.1 The Members received the Directors Annual Report and Accounts for the year ended 31 October 2016. The Commodore reminded the meeting that the accounts had already been approved by the General Committee and filed at Companies House. As they were a matter of record only, there was no requirement for a vote.

The Treasurer reported that the financial statements showed a cash position improved on last year. The small trading loss included the costs of moving the dinghy jetty. That project had also created an intangible asset by way of the payment associated with securing the mooring needed to enable us to move the jetty. Before those costs a break even position existed.

Item 3. Commodore’s Report

3.1 The Commodore referred to his Spring Report which had been distributed to all members in the Spring Mailing. He advised that there was no need for a vote. No issues were raised.

The Commodore highlighted a few matters from his report:

He reminded the meeting that the General Manager had recently completed ten years’ service with the Club and thanked him for his efforts for the Club during that period.

He highlighted the decision taken earlier this year that the wearing of PFDs whilst racing and being ferried was strongly recommended. Signs to this effect were being produced to remind members.

This year’s Open Day was being held on Sunday 7 May. He reported that last year’s event had been very successful, and indeed some people had walked in off the street and signed up then and there as new members. He encouraged members to get involved with the Open Day.

In answer to a question about dogs at the Club, the Commodore advised that the matter had been debated a number of times recently, and there were no plans to change the current rules.

Item 4. Any Other Business

4.1 There was no other business

The meeting was declared closed at 17.42 hrs.


Signed Dated
Charles Hyatt Commodore
**The Commodore, Charles Hyatt, in the Chair**

**Informal Business following Spring GM on 8 April 2017**

1. The Commodore reported that the current focus was on increasing revenues for the Club without increasing the cost base. Various new initiatives were currently under consideration.

2. The Commodore reported that quarterly and annual membership statistics were provided in the Members Area of the website. He advised that the total of full and spouse members on 31 Jan 2017 was 761 compared with 765 three years previously, and the number of concessionary members was 593 compared with 575, making total subscription payers 1,354 at 31 Jan 2017 compared with 1,340 at 31 Jan 2014. He suggested that in the context of reports of sailing club membership numbers falling nationally and sailing numbers also declining, our membership numbers were reasonably healthy. He thanked class recruiters and everyone else involved for their hard work in recruitment of new members. Continuous hard work was required just to maintain membership numbers at a steady level.

Rear Commodore Sailing reported that adult dinghy starts were increased last year, and that an encouraging number of younger members were getting involved in keelboat sailing.

3. Robin Wootton suggested that with the increase in use of VHF radio by the keelboat classes, some VHF refresher sessions for members might be useful. Rear Commodore Sailing advised that he would discuss with the Sailing Manager to see what could be arranged.

4. Robin Wootton advised that he found the noise from the aircraft flying overhead from Goodwood to be very irritating, and could the Club ask Goodwood to send their planes further down harbour to carry out their exercises. There were mixed views on whether the aircraft were actually an annoyance. It was suggested that it was unlikely we would have much success in contacting Goodwood, but Robin was welcome to discuss the matter with the Harbour Master.

5. Tony Glover queried whether ferrying could be managed by having either the Bosun or Sailing Manager directing ferrying and having ferries allocated to up-reach or down-reach, particularly at peak weekends. Rear Commodore Sailing was concerned at the amount of Bosun time management of the ferrying would take up. There was general consensus that allocation of ferries for up-reach and down-reach for delivering crews to boats before racing, perhaps allocated at the morning briefing, should be considered. Rear Commodore Sailing undertook to discuss at Sailing Committee in order to agree a workable plan. A compromise would be required over PROs requirements for boats for course setting against boats needed for ferrying.

6. Tony Glover reported that he had noticed that younger member numbers had reduced, and whether attempts could be made to try to attract local children. The Commodore reported that several attempts had been made to encourage local schools, but they had tended to be difficult to engage with. He asked that anyone with appropriate contacts at schools should let him know. It had been more effective to encourage parents with children to get involved, and in this regard the one year taster membership had been effective. It was suggested that we were competing not only with other sailing clubs but a huge number of other activities. Sue Smith offered to make contact with Cobnor and CYE activity centres to see whether any joint arrangements might be feasible.

7. Robin Payne suggested that in the past the Club had not been welcoming to visitors, and whether this had changed recently. The Treasurer reported from Rule 1.9 in the Club Handbook that the Club welcomed visiting yachtsmen who are members of RYA recognised clubs. There were no plans to extend this to members of other clubs who arrived at ISC other than by water.

8. Tony Glover asked as to the progress on the Class Review. Joe Burnie reported that owing to some issues outside his control, the review had taken longer than anticipated. He had made substantial progress with the Junior and Youth class captains and following a recent meeting with them, they were now discussing matters amongst themselves. Once their discussions were concluded, he would meet again with them and then would hopefully be in a position to finalise the review. Once completed, he would move on to the adult dinghy classes and keelboat classes. The Commodore thanked Joe for the work he had done.

9. Gayle Palmer queried the current position regarding Club Lane. The Commodore reported that following some issues with vehicular use of the Lane and some late night noise particularly connected with weddings held at the Club, there had been some complaints from our neighbours in the Lane. The Flag Officers had checked the legal position following which new procedures had been put in place, and the staff briefed on the Club’s position and obligations. This had been communicated accordingly to our neighbours. In order to help with controlling traffic in the Lane, and new five barred gate, similar to the one which was in place many years ago, was planned. It would be open most of the time, but could be closed when necessary for traffic control. A planning application had been submitted.

10. There was no further business and the meeting was closed.
ITCHENOR SAILING CLUB LIMITED (the “Club”)
(Company Registration No. 260523)

PROXY FORM FOR USE BY MEMBERS FOR THE AUTUMN GENERAL MEETING 2017

This Proxy Paper contains two proxy forms – each member (including spouse members) must complete a separate proxy form.

I, (name in block capitals) …………………………………………………………………………..

being a FULL MEMBER of the Club entitled to attend and vote HEREBY APPOINT¹ the
Chairman of the 2017 Autumn General Meeting / or (name in block capitals)

………………………………………………………………………………………………………………

of address)…………………………………………………………………………………………
as my proxy to attend and vote for me on my behalf at the Autumn General Meeting of the
Club to be held at Itchenor Sailing Club on Saturday 21 October 2017 at 5.30 pm and at
any adjournment thereof.

Date…………. Signature²……………………………………

I, (name in block capitals) …………………………………………………………………………..

being a FULL MEMBER of the Club entitled to attend and vote HEREBY APPOINT¹ the
Chairman of the 2017 Autumn General Meeting / or (name in block capitals)

………………………………………………………………………………………………………………

of address)…………………………………………………………………………………………
as my proxy to attend and vote for me on my behalf at the Autumn General Meeting of the
Club to be held at Itchenor Sailing Club on Saturday 21 October 2017 at 5.30 pm and at
any adjournment thereof.

Date…………. Signature²……………………………………

Notes:

1. If any proxy other than the Chairman of the General Meeting is preferred, strike out the words “the
Chairman of the General Meeting or” and insert the name and address (in BLOCK CAPITALS) of the
proxy desired in the space provided.

2. This form must be signed.

3. To be valid, this form of proxy must be completed and lodged either by hand or post at the Office of
Itchenor Sailing Club, Itchenor, Chichester, West Sussex PO20 7AG not less than 48 hours before the
time for holding the meeting or any adjourned meeting thereof. Completion of the form of proxy will not
preclude you from attending the meeting and voting in person at the meeting or any adjournment thereof
and, in such event, the relevant form of proxy shall be deemed revoked.

4. Any alteration to this form must be initialled by the person who signs it.