

HCUK Management Committee meeting

Monday 18th January 2021, 7pm – via Zoom

Minutes

Present: Moira Campbell, Lindsay Burns, John Figgures, David Durston, Phil Hall, Andy Sheath, Ivor Barrett, Steve Kitson, Steve Sawford and Ron Sawford.

1. **Welcome.** David welcomed and thanked everyone for attending the meeting
2. **Apologies for absence.** Ali Grant, Pat Crowley and Alan Hillman
3. **Minutes of last Committee meeting** on 20th Oct 2020 were approved
4. **Matters arising** from minutes.
 - a. The time for the next meeting was recorded as 7pm; this should have been 5pm. We will start our meetings at 5pm in the future.
5. **Membership Update:**
 - a. Ali has needed to withdraw from the role of Membership Secretary and the committee thanked her for the work she has done.
 - b. Ivor volunteered to take this role on and the committee thanked him for this.
 - c. Establishing the new membership system will involve Ivor to lead, David to establish the website elements, Paul to link the financial aspects, the trustees to develop the membership levels and timetable and Ron to keep the existing system running and up to date until the new system is ready to take over.
6. **Amazon Smile:**
 - a. Ivor tabled a report **see Appendix 1** After a full discussion the following decisions were made:
 - i. Ivor will set up “easyfundrasing” for HCUK.
 - ii. We will consider setting up Amazon Smile later.
7. **Fundraising Update:** After a full discussion on the various donations we have received through Corporate Direct the following decisions were made:
 - a. Phil will send Paul a list of the monies received to date.
 - b. We've been asked by Corporate Direct to consider whether in light of COVID our fundraising focus has changed. The Trustees will meet via Zoom to consider this.
8. **Support Unit Update:** Phil confirmed that the trailer of boats is undercover in a barn on the farm that they use for boat storage and the van is still at the academy. After a short discussion the following decisions were made:
 - a. If the hire goes ahead of the support unit to RYA DDO Pete Bone for use with the Horizons Children's Sailing Trust in Plymouth, David will see if Pete can return the unit directly to Whitefriars SC ready for their Fun regatta and TT on 23rd and 24th April.
 - b. Ron will speak to Ben Measures for his ideas regarding storage of the unit for the 2021 sailing season.
9. **Virtual Dinghy Show: Progress Report;** Andy confirmed that HCUK is now registered and have a stand. He has received Instructions on what and how to set up the stand, upload content and set up interactive communications. Andy also has a video that shows how it all works. He also said that RYAS will cover the cost of the stand. Over 700 have already registered and the show will be advertised in Yachts and Yachting. The following actions were agreed:
 - a. Andy will send all the information he has to David.
 - b. Andy will consider how we need to staff the stand and action what is needed.
 - c. David will prepare the stand (re timing: all stand content must be uploaded by 14th February)
 - d. Any member who has videos or photos or any other content that could be used on the stand please send them to David.
10. **Programme and Contingency Plan:** After a full discussion the following points were agreed:

- a. The following will be added to the NoR of every event in the 2021 programme: “This Notice of Race is subject to restrictions that may be imposed by National Government, all levels of local Government, Hansa Class UK and the hosting Club arising from Coronavirus or force majeure”
- b. Further to a. HCUK will separately contacts the hosting clubs with an offer to help clubs prepare guidelines in the event of COVID restrictions.
- c. Moira will send Ron the firm dates she has for 2021 Scottish TT Series events.

11. World Championships Palermo, Sicily:

DD has spoken to Massimo from World Sailing. He is planning to run a Para Development Programme event from the Tuesday before the start of the Hansa World Championships and may be able to support qualifying athletes. This would be for 303 one person, and the Liberty for 1 or 2 point classified sailors. He was asking about the possibility of boats being available for charter. We agreed to talk again in a month or so once more might be known about the implications of the pandemic. We would then send out a communication to sailors in order to establish interest and demand. Following this we would work with WS and other European Hansa Class Associations to see how the demand can be met. DD said that we should make a decision by Easter if HCUK would support transporting boats to the event.

Massimo said that the event organisers could not issue a NOR for the event until restrictions in Italy are adequately lifted.

12. Accounts Update: Paul talked us through the Hansa Class UK Summary of 2020 Accounts. **See Appendix 2.**

After a full discussion the following actions were agreed:

- a. David to try and close the Barclays account. We will keep the money in the Reliance account until Interest rates improve and open a new account then.
- b. Paul will now prepare the accounts for auditing
- c. Phil will confirm with Dan that he is happy to audit the accounts again this year. (Post Meeting Note - Phil to approach Dan in February once 31 Jan tax deadlines have passed)

13. A.O.B.

- a. None.

14. Next Meeting:

- a. The next HCUK Management Committee Meeting will be on Wednesday 3rd March 2021 at 5pm via Zoom.

Minutes approved - Signed: -----

Date: -----

Appendix 1:

Hansa Class UK Fundraising through on-line purchases

At the last management meeting held on 20 October 2020, I offered to look into the use of Amazon Smile to raise funds in a small but steady way through purchases on the Amazon website.

I have also since been told about another scheme Easyfundraising (<https://www.easyfundraising.org.uk>) which can give the charity commission when purchasing on line from a wide variety of retailers (including Amazon)

There is no reason not to register for both.

Amazon Smile

This gives 0.5% of net purchase price (price not including VAT) to the charity

I have successfully registered another charity for Amazon Smile. It was quick and simple.

Needed:

Email address (preferably one associated with the Charity)

Evidence of charity bank account – voided cheque or bank statement to show sort code and account name and number

Easyfundraising

This gives a variable percentage of the purchase price to the charity. 0.5% upwards. About 4,400 on-line retailers participate including lots of the big names and covers all sorts of products e.g. electrical and electronics, hotels, travel, clothes, utilities, etc.

I have registered another charity for Easyfundraising. Again it was quick and simple. Just needed the information as for Amazon Smile but did not need evidence of bank account – just sort code, account name and number.

IB - 17 Jan 2021

Appendix 2:

Hansa Class UK Summary of 2020 Accounts

Overview

We received £17.5k in income and spent £13.8k meaning our cash position at the end of the year increased to £57k. Of our income, £15.9k came from our Fundraisers, Corporate Direct although after deducting expenses we are left with £12.8k. I think there may be some additional fees from Corporate Direct that we haven't been invoiced for yet. I am proposing that the Corporate Direct income received this year is not allocated to the Rig project at this stage but instead utilised for future projects we are considering. The net income and expenditure against the rig and future projects will still be separately identified in our second Reliance bank account.

Consolidated Accounts

	Unrestricted	Restricted	Total
Opening Balances	7,162	46,132	53,294
Income			
Donations, Legacies, Grants	17,429		17,429
Event entry fees			
Fees for Charitable Services			
Fundraising			
Interest	3	88	91
Miscellaneous			
Total	17,432	88	17,520
Expenditure			
Governance costs	130		130
Costs of Charitable Activities		9,049	9,049
Telephone, Internet, Postage		66	66
Repairs & Maintenance			
Insurance		1,367	1,367
Miscellaneous	134		134
Account fees	4		4
Fundraising costs	3,029		3,029
Total	3,297	10,482	13,779
Closing Balances	21,297	35,738	57,035

Within the Restricted Fund, the majority of those funds relate to the Rig project. We incurred £10.4k of expenditure against this project with £7.6k being spent on overhauling our two older boats, adding servo and providing a road trailer for those two boats. Otherwise, we spent £2.8k on the six boat rig and van with it not supporting any events. We will incur this level of expenditure each year before we support any events.

----- end -----