

Hansa Class UK Management Committee Meeting Monday 12th November 2018

Took place at 11am at Kerith Community Church, the Kerith Centre, Church Road, Bracknell, RG12 1EH

Minutes

Present: Bob Scull, Lindsay Burns, David Durston, Phil Hall, Andy Sheath, Ben Figures, Steve Sawford and Ron Sawford.

Apologies: John Figgures, Moira Campbell, Pat Crowley, Steve Kitson and Alan Hillman.

Welcome: Ben Measures to the meeting. Ben was invited to the meeting to talk to us about the Rutland SKUD initiative.

1) Minutes of HCUK Management Committee Minutes – 29-11-17

- a) There were no matters arising.
- b) These minutes were approved as an accurate record of the meeting and signed by the Chairman.

2) Brief Updates:

- a) **Trustee update:** Most of the decisions of the Trustees will be covered in the agenda and Bob added the following points:
 - i) Phil will check and report back on the HCUK Constitution rules around length of service and of frequency of elections for membership of the Management Committee.
- b) **Management Committee update:**
 - i) The trustees have co-opted Alan Hillman onto the Management Committee.
 - ii) As Tom has not been an active member on the Management Committee for some time now but had offered to help on any graphic/branding design needs HCUK has it was agreed that he should come off this committee. Ron will speak to him regarding this.
- c) **Technical Sub Committee update:** Most of the decisions of the Technical Sub Committee will be covered in the agenda and Lindsay added the following point:
 - i) John Figgures agreed to be on the Technical Sub Committee but his name is not on this committee's entry on the website. Ron will correct this.
- d) **Class Reps update:**
 - i) Lindsay is working on supporting our 303 rep and all other class reps are functioning well.
- e) **Training Sub Committee update:**
 - i) During the year the Training Sub Committee have overseen and supported each other in the arranging and running of two Advanced/Intermediate Training events and two Blue Fleet (entry level) training events.
- f) **Update on RYA Involvement.**
 - i) We have received support from RYA DDO's/Coaches at our two Advanced/Intermediate training events and our two Blue Fleet (entry level) training events.
 - ii) "Getting youth involved" in sailing is high on RYS's agenda.
- g) **International Hansa Class Association (IHCA) Committee:**
 - i) The committee congratulated David on his securing the position of Honorary Executive Officer for IHCA
 - ii) The committee congratulated Lindsay on her re-election to the IHCA Committees as 2.3 Representative and John on his re-election to the IHCA General Committee
 - iii) Lindsay reported that the IHCA had a meeting in Hiroshima where they discussed the 303 class rules regarding the sailor position in the seat. New wording is expected soon regarding this rule.
- h) **Update on the World Sailing-Paralympic trials:** PUT IN WORLD SAILING'S EMAIL WORDING
- i) **Review of the first year of our 2018 to 2021 Strategic plan.**
 - i) Ron went briefly through all the 2018 targets stressing where progress was needed by the end of the year.

- ii) A full review will be carried out of the achievements against the targets in January 2019. This and a full review of HCUK's strategic aims will inform the new 2019 to 2022 Strategic Plan.

3) 2019 to 2022 four year strategic plan:

Notes from this meeting to be used when setting next year's strategic plan.

a) 2019 Racing Events:

i) All HCUK Racing Events:

- (1) The current HCUK Sailing Instructions for TTs, HCUK Sailing Instructions for Nat Champs and GPs and the HCUK Special Class Rules will be updated for 2019 events. Lindsay and the Technical Sub Committee will take this forward.
- (2) At our 2018 AGM it was suggested that we change from 5min start sequence to 3min starts for all HCUK Racing events. The Technical Committee has considered this and has decided that all HCUK Races will continue to be started as described in RRS Rule 26 (Read the rule for full details but as a reminder that is 5-4-1-go, the go of one class being the 5 of the next.
- (3) At our 2018 AGM it was suggested that we have a separate starts for the 303 one person fleet and the 303 two person fleet. The Technical Committee has considered this and have decided that There will not be a requirement to this effect but we will be advising that race officers will, where possible, give the option of a separate start to any fleet with 5 or more boats
- (4) In order to optimise the sailor's time on the water we will recommend that the race officer applies all elements, including "scoring in their positions on the water" where needed of HCUK SIs for TTs Rule 8.3:
 - (a) *HCUK SI Rule 8.3. Time Limit. The target race length is 30 minutes for the leading boat in TT meeting races using shorten course procedures as in 8.4 below to achieve these times as nearly as possible. The time limit for other boats will be 15 minutes after the finishing time of the leading boat in their class, unless otherwise indicated at the pre-race briefing, or extended by the Race Officer who may use his/her discretion. **At the expiry of the time limit, boats which have not finished shall be scored in their positions on the water as judged by the Race Officer, giving equal positions if necessary.***
- (5) In order to save more time the day's race series can, where needed to keep the day's events on time, be reduced from 4 to 3.
- (6) Throughout HCUK racing we will stress the letter of HCUK SIs for TTs Rule 13:
 - (a) *HCUK SIs rule 13. SCORING SYSTEM. The 'Low Point' scoring system, RRS Rule 90.3 and Appendix A shall apply. The completion of one race will be sufficient to constitute a series. **In a race series of three or more races a boat's worst score will be discarded.***

ii) UK National Championships.

- (1) Measures to take for the avoidance of weed at UK National Championship events.
 - (a) We will only hold National Championships at the larger inland lakes or on large sheltered/harbour sea venues. Of our current host clubs this includes Rutland Sailability/SC at Rutland Water, Chesil Sailability at WPNSA, Carsington Sailability/SC at Carsington Water and Oxford Sailability/SC at Farmoor Reservoir.
 - (b) We will also investigate Bewl Water and Cardiff Bay as possible future National Championship venues.

iii) TT Series'

(1) DNC scoring for 303 classes:

- (a) The standard formula for calculating the "did not compete" (DNC) score for the TT series is to score point's equivalent to the total number of boats that took part **in the series + 1**. After a full discussion of the demotivation effect of applying this to the two 303 classes the following decisions were made:
- (b) To replace this standard formula with the following:

To score points equivalent to the highest number of boats in that class **at any one event in the series + 1**. Ron will check with Pat as to whether Sailwave can be programmed to apply this.

- (c) It was noted that it is important to take this demotivating element from 303 fleets because of the importance of these fleets in the Paralympic trials and in being the ideal boat for getting novice and young people into sailing which will most probably attract RYA's support given their aim laid out in para 2) f) (ii) above). Lindsay added that there are several new youngsters training at Frensham and they will most probably be sailing in the TT series next year.
- (2) **It was suggested that we change the sequence of class starts to start the 2.3 fleet first.** After a full discussion it was decided to leave the sequence as it is. That is Liberty class first, 303 one person class second, 303 two person class third (if a separate start is applied) and 2.3 class last. It is noted that this sequence is given as advice and can be changed at the race officer's discretion.
- (3) **We had a full discussion around the issues of managing the timing of the 2018 Burghfield TT** which was mainly caused by having only one hoist available at a time. The following are the main decisions made to enable the Burghfield team keep to the event on time:
 - (a) Reduce the planned races from four to three.
 - (b) Sail the 3 races back to back.
 - (c) Optimise the sailor's time on the water by applying all elements of HCUK SIs for TTs Rule 8.3 including "scoring in their positions on the water"
 - (d) Apply HCUK SIs for TTs Rule 13: In a race series of three or more races a boat's worst score will be discarded. (which is standard practice anyway) So that a sailor who has problems sailing 3 races back to back can more easily choose to sail just two of the races.
 - (e) These measures will only be applied until Burghfield Sailability has the use of two personnel hoists that can be simultaneously used.
- (4) **New TT Venue.** Ron reported that Waveney Sailability at Oulton Broad has offered to look at the possibility of hosting a Hansa Class UK Traveller Trophy (TT) event. If this comes to fruition we will include them in the 2019 programme as an extra event.
- (5) **Scottish TT Series.** Moira is working on the 2019 programme and is actively working towards the inclusion of some border/northern England host clubs/venues in the series.

iv) 2019 Hansa European Champs:

- (1) Outline Plans for this event.
 - (a) We will take the following action to enable Hansa Team GB to compete in the Hansa Class European Championships in Portugal on 7-13 October, 2019 at Vela Solidária/late Clube Marina de Portimão.
 - (i) David will talk to Joff about supporting us in this. Part of this will be support for two Advanced/intermediate training events. He will also include in this a discussion around how we can work with RYA on "Getting youth involved" in sailing that is high on RYS's agenda.
 - (ii) We will send out an email asking people to express their interest in this event and make an email contact group and a Facebook group for communication.
 - (iii) We will organise two Advanced/intermediate training events aimed at preparing Hansa Team GB for these Euro Champs.
 - (b) Bob pointed out that in his liaison work with our fundraisers he has included in our funding requirements an annual budget figure of £5000 towards funding Hansa Team GB's International Events costs. This is separate from our core funding requirement and is only available if they can raise the money specifically for it.

b) Training Events:

i) Advanced/Intermediate training events:

- (1) We will organise two RYA supported Advanced/intermediate training events during 2019. They will be aimed at all Hansa sailors that wish to improve their sailing and to prepare Hansa Team GB for these Euro Champs. We hope to have one hosted by Rutland Sailability/SC at Rutland Water and one hosted by Chesil Sailability at WPNESA Weymouth. David/Phil and Ron will take this forward.

ii) Blue Fleet (Entry Level) training events:

(1) Steve K's 2018 Blue fleet Events report **See Appendix 1**

(2) 2019 Events – Steve will organise two blue fleet training events. We hope to have one at Testwood Sailability on Tues 7th May with an option of taking part in the New Forest TT on Wed 8th May. Also one at Nott's County Sailability/SC on Tues 4th June with an option of taking part in the Nott's County TT on Wed 4th June. (this could be promoted (by Brett) at, Swarkstone and Carsington). In addition to these David (with Steve K's help) will organise a Blue fleet event at Whitefriars Sailability/SC on the Fri 26th April with an option of taking part in the Whitefriars TT on Sat 27th April. All the above TTs are fixed for the dates stated but the blue fleet ideas have not yet been addressed with the host clubs so their dates are dependent on the availability of RYA coaches and of host club approval. Steve K, David, Lindsay and Ron will take this forward.

c) **Involvement:** to increase participation in Hansa sailing as Sailors, helpers, providers and supporters.

(1) Good success in participation was achieved in 2018 so we will maintain this progress

d) **Publicity:** Raising public, organisational and personal awareness of Hansa sailing, across a wide range of social and traditional media, show, exhibitions and events

(1) We did not exhibit at the 2018 Dinghy Show because of heavy snow but we did exhibit at the RYA Conference.

(2) We plan to keep to our 2018 plan.

e) **Finance / Fund Raising-** To fund the capital and revenue needs of the plan.

i) Accounts:

(1) David reported on the 2018 Accounts to date **See Appendix 2.**

(a) All things were on budget and our fundraising was progressing well. He particularly noted the success of the Corporate Fundraisers and of the Raffle of the painting donated by Mary Duffy.

(b) Because of our success in fundraising it is expected that our accounts have reached the level where a full audit will be needed for our Charity commission annual returns. David therefore asked if anyone knew an accountant who would audit our accounts. Phil said that he knew someone who may. Phil and David will take this forward.

ii) Fundraising:

(1) Bob reported that we have raised over £20,000 of which £5,000 was for core funding. This core funding is sufficient for us to, among other things; reimburse fuel costs of members travelling to our Committee meetings. Bob has distributed travel claim forms to all delegates.

(2) Bob is waiting for a meeting with a major funder that wants to see what we do and what funding we want. As part of this he will arrange a visit for them to a Sailability group. Both David and Phil, being Hansa sailors, representative of our wheelchair users and Trustees offered to join him on that visit. Bob will take this forward.

f) **Six Boat Support unit.**

i) **Funding/Finance:**

(1) We have £19,000 towards this project and it is the primary focus of our current fundraising.

(2) Bob will need a debit card to purchase the smaller items of this project and for use when the project is operational. This was agreed.

(3) Phil said that before the cards use we must formulate and pass a trustees resolution to set the amount that can be spent by the card holder and the point at which approval must be obtained by the card holder from the trustees before payment is made. Phil will lead the Trustees on producing this.

(4) Bob has produced a "three way check" form for any expenditure. David and Phil and Bob will take this forward.

(5) Bob confirmed that no purchases will be made without prior approval until the project is fully funded after which the terms of the trustee resolution (see 3 above) will be applied.

g) **Insurance:**

- i) Phil will assist Bob in ensuring that the van and rig has all the insurance necessary. Steve S will be the second named driver.
- ii) David will assist Bob in ensuring that the Boats are insured for their use, storage and transportation.
- iii) Bob/ Steve S will look into breakdown cover for the rig. (That's the van and trailer).

h) Design:

- i) Bob showed us his ideas re graphics for the van. This was approved
- ii) Bob showed us a technical drawing of the six boat trailer and described its features. This was approved.

i) Equipment:

- i) The project will need a "sat nav" for the van. This was approved
- ii) The trailer will need some "Rig Tubes". After a short discussion in which Bob described his ideas and Lindsay told us of the rig tubes that Frensham volunteers had made at very modest cost, it was decided that Bob would liaise with Lindsay to evaluate the rig tubes made at Frensham and come back to us on the outcome.

j) Operational:

- i) Steve S will be the second named driver.
- ii) It is planned that the trailer will be stored at Axe YC throughout the summer and at a local caravan site in there closed season. Using the Axe YC facilities will need Bob to be a member. Bob asked us to approve that expenditure of the initial membership fee (not the annual subscription). We considered it could be cost effective and asked Bob to cost this and come back to us.

4) AOB

a) Rutland SKUD:

- i) Ben told us that when Rutland Sailability's two SKUDs were said to be extra to their requirement, a group of volunteers took ownership of them for a nominal sum and "Rutland SKUD was formed. They have since added another two SKUDs to the fleet, one from Oxford Sailability and one borrowed, bringing the fleet up to four boats.

Rutland SKUD is in effect a charity that works closely with Rutland Sailability adding sailing and match racing in SKUDs to compliment the other sailability opportunities on offer. This has developed to a point that the three SKUDs are now very well used. Sailing these exciting boats gives a new experience as well as improving boat handling as well as tactical skills and therefore benefits the development of the sailor in whatever boat they regularly compete.

The power and speed of the boat makes it ideal for taking part in club racing and therefore enables and promotes the development of inclusive sailing.

Rutland SKUD believes they are the only group actively sailing the SKUD in the UK. They have raised enough funds to the cover the Insurance and club fees of the existing fleet and are looking to raise more to fund running and maintenance costs.

Rutland SKUD want to bring into use as many of the UK SKUDs, that are currently just deteriorating in boat parks, and use them to build on the good work already being done.

Based on perfect inland water with its own accommodation and central to the country they believe many sailors will value the opportunity to sail these exciting, fully inclusive boats in training sessions, match racing events, multiclass events and club racing.

It was agreed that we are happy to support Rutland SKUD by publishing their newsletter on our website and by making available a website page on the website for their use. We asked that they kept us informed of their activities and their needs and are happy to help them in any way we can.

b) Special Olympics

- i) Lindsay pointed out that Hansa boats are expected to be used at the Special Olympics and we are doing little to support the Event. They plan to standardise onto 2.3 and 303 models and sail them both with buddy crews and solo. David will discuss with Joff what RYA are/can do re the Special Olympics and what HCUK could do to support and prepare sailors for this event.

c) HCUK Secretary:

- i) Ron pointed out the vulnerability of HCUK with so much of the essential day to day and yearly programme of work both resting on him and depending on the relationships and knowledge he has. Although he has all the necessary information on a separate hard drive and has all essential email coming through on the website based email all of which can be readily handed over to the Trustees, it would be infinitely better to spread this to others in a planned way under his guidance. Bob asked if

elements of the work could be separated out and passed to another person. Ron said yes it can but he had been trying to do that for years and it just kept, for no avoidable reason, reverting back to him. What we need are people who are willing to take on some of the work. Bob asked Ron to start the process of hand over of segments of the work again. Andy said things had settled down enough for him to take the lead on planning and negotiating the racing programme events again. Ron thanked Andy and will take up his excellent offer. Ron also stressed that he was not planning to leave but just wanted the excellent work of the charity to be more secure.

The meeting ended at 3pm.

Approved - Signed: -----

Date: -----

Appendix 1: 2018 Blue Fleet Reports:

First Blue Fleet Training Day held at Whitefriars 27th and TT on 28th April 2018 Report

The weather was cold with light rain showers with winds forecast for 9 to 12 mph and possible gusts building up later in afternoon.

With bacon butties and hot drinks keeping us warm we started our mornings briefing supported by Leon RYA coach and help from Rupert Whelan Whitefriars coach. Seven sailors were present including Dave Durston's father in a Liberty and Justin who attended off his own back and travelled all the way from Chesil. Justin was very keen to do more going forwards which was an encouraging start. Leon and Dave thought it would be a good idea for everyone introduced each other. This gave us all a little more detail on their abilities and knowledge of sailing. Leon talked about sail setting and wind direction and outlined start sequences and course settings.

With this in place we took to our boats supported by Dave, myself and volunteer Spike Spencer (NFDS) Leon on start line giving clear instructions. We did various starts and 4 races tacking to a windward mark on port rounding and back through the finish line. It was very clear that the novice sailors had grasped what was asked of them pretty quickly.

After lunch we continued the same exercise, getting the boats over the start line on time and as the wind picked up gave the sailors more to think about sail settings and developing steering techniques that gave them more confidence for the tasks ahead. After an hours sailing we debriefed asking the sailors what they had learned and grasped from the day training.

It was very clear at the end of the days training session that it was a huge success. The novices were ready to take part in Saturdays TT event with confidence and put what they have learned and enjoy the competitive side of sailability racing. It also illustrates the need for Hansa to get boats at events for people, and the need for our fundraising for that project.

Big thank you to Dave and the Whitefriars team in hosting the first Hansa Blue Fleet Training day and a big thanks to Leon Ward and the RYA for their professional coaching support. **Steve Kitson**

Second Blue Fleet Training Day held at Carsington Water on 24th and TT 25th July 2018. Report

The weather was light winds with nice small gusts which was perfect conditions for our second BFT session of the year. With a warm welcome plus cups of tea and coffee and mornings briefing by Brett Cokayne RYA race coach supported by Lindsay Burns and myself got us off to a start.

Five sailors took part, all sailing 303s with Brett and Lindsay on the support rib. The morning session started with an introduction to wind direction, sail setting and how the course was to be set.

Before long we were all out in our boats making our way towards the support rib for instructions. Brett had set a sausage type course for the novices to sail round. A 5, 4, 1, start was given, it took a while to get themselves in the correct position to cross the start. After a few practices approaching the start all the boats were well on the way

towards the windward mark. The instruction that were given by Brett were paying off as the novices seem more confident.

After lunch we discussed what we had been achieved in the morning session and all sailors returned back onto the water to practice what was learned earlier. The wind had picked up a little challenging the novices to control their boats and before long you could see each pair was becoming more competitive in each race. After a good hour on the water all sailors returned to the debrief to discuss what they had learned and achieved. It was clear that for some, this was their first experience in racing and they were looking forward to the next day's TT event.

Although there was little but no wind on race day, all the sailors did take part and achieve their goals and won awards for their efforts. I believe that everyone had learned a lot on the training given. A big thanks to Carsington for running the event and the support from Brett, the RYA and Lindsay for their efforts. **Steve Kitson**

Appendix 2: 2018 HCUK Accounts to Date as at October 2018

Hansa Class Association (UK)

Statement of Account for the period 1st January - 31st December 2018

Reliance Blue Fleet Account

2018 HCUK Accounts to Date as at October 2018

		IN	OUT
16/07/18	Middlesex Sport Foundation, Paragon Grp, Bancroft Ltd	£1,350.00	
20/07/18	Creamline Dairies	£300.00	
02/08/18	DCR Allen Charitable Trust	£3,500.00	
06/08/18	Bosch Thermotech	£75.00	
07/08/18	John Sumners, HDH Wills, Broughton, Christadelphian	£1,350.00	
16/08/18	Next	£500.00	
21/08/18	Henry Surtees Foundation	£6,250.00	
04/09/18	Hasluck Charitable Trust	£2,000.00	
10/09/18	Transfer to Reliance general funds - DCR Allen		£3,500.00
10/09/18	Transfer from Reliance general funds R Smallwood	£4,000.00	
30/09/18	Interest	£1.04	
10/10/18	Wilmcote	£500.00	
30/10/18	Disability Sports Trust	£1,500.00	
	Total	£21,326.04	£3,500.00
	Available Balance	£17,826.04	

Hansa Class Association (UK)

Statement of Account for the period 1st January - 31st December 2018

Reliance Bank Current Account

2018 HCUK Accounts to Date as at October 2018

		IN	OUT
01/01/18	Balance B/F	£7,535.92	
03/01/18	RYA Affiliation fee		£125.00
19/01/18	Give as you live	£4.85	
19/01/18	Money transmission charges		£1.67
16/02/18	Give as you live	£8.76	
14/03/18	Sail levies	£222.12	
04/05/18	Frampton TT Fees	£48.00	
04/05/18	Whitefriars TT Fees	£84.00	

25/05/18	Northampton TT Fees	£60.00	
25/05/18	Clydemuirsheil TT Fees	£24.00	
12/06/18	Bristol TT Fees	£39.00	
12/06/18	Galloway TT Fees	£27.00	
20/06/18	New Forest TT Fees	£75.00	
26/06/18	Burghfield TT Fees	£63.00	
26/06/18	RYA Support for Worlds	£3,000.00	
13/07/18	Trophies for Nationals		£237.76
19/07/18	Money transmission charges		£5.75
23/07/18	RYA Measurer Course		£35.00
01/08/01	Web support		£56.50
17/07/18	Notts County Nationals Fees	£87.00	
31/07/18	Carsington TT Fees	£48.00	
13/08/18	Hoist hire Nationals		£250.00
13/08/18	MyDonate	£44.46	
20/08/18	MyDonate	£197.35	
28/08/18	MyDonate	£34.52	
03/09/18	MyDonate	£172.67	
05/09/18	Oxford TT Fees	£48.00	
10/09/18	Transfer from Blue fleet acct DCR Allen donation	£3,500.00	
10/09/18	R Smallwood - transfer to Blue Fleet		£4,000.00
10/09/18	MyDonate	£108.65	
11/09/18	Frensham Pond TT Fees	£72.00	
13/09/18	Liv Char ad V LCVS 900069 Saltun (Compass Minerals?)	£100.00	
17/09/18	MyDonate	£143.31	
19/09/18	Give as you live	£5.63	
20/09/18	Charities Trust CP2524 (Prudential?)	£1,000.00	
24/09/18	Japan gifts		£24.00
24/09/18	MyDonate	£157.88	
01/10/18	MyDonate	£64.37	
04/10/18	Container costs (Pauline)		£2,756.56
08/10/18	MyDonate	£123.36	
15/10/18	CAF1810101740CF1810101740CF (Wessex Water?)	£100.00	
19/10/18	Money transmission charges		£2.57
	Total	£9,662.93	£7,494.81
	Available Balance	£9,704.04	

Hansa Class Association (UK)

Statement of Account for the period 1st January - 31st December 2018

Barclays Account

2018 HCUK Accounts to Date as at October 2018

		IN	OUT
01/01/18	Opening Balance	£4,000.81	
02/01/18	Interest	£7.16	
	Total	£4,007.97	£0.00
	Available Balance	£4,007.97	