



CAMBRIDGE UNIVERSITY COMBINED BOAT CLUBS

Captains' Meeting
Sunday 30th September 2012, Robinson College

Minutes

Present: Holly Hedgeland (HH, chair), Tom Grimble (TG, minutes), Dan Wilkins (DW), Mat Bryan (MB), Annie Elkington (AE), Will Hayes (WH)

Apologies: Chris Balmer, Mark Jacobs, Corpus Christi Women, Darwin Women, Homerton Women, Queens' Men, Sidney Women

1. Minutes of the last meeting and matters arising

The minutes of the Easter Term Captains' Meeting (10th June 2012) are on the website and were approved by the Captains. There were no matters arising.

2. Appointment of the Chair and Senior Treasurer

The Senior Committee proposed Holly Hedgeland as Chair and Chris Balmer as Senior Treasurer for the academic year 2012-13. The Captains approved the appointments.

3. British Rowing matters

The reorganisation of the British Rowing council means that the permanent appointed seat for Cambridge will no longer exist. Instead Cambridge would have to seek a seat as part of the Eastern Region council. The positions will be elected on a 3 year rolling cycle. CUCBC would seek to represent the interests of all Cambridge University clubs on the regional council with Holly Hedgeland as the representative.

The regional council executive would also start to send announcements of meetings direct to the captains' list. Captains would be welcome to attend but would still be represented through CUCBC if they were unable to. It was noted that the meetings usually fell outside of university term so may be difficult for some to attend.

In addition Chris Farrell, the British Rowing Eastern Region Participation Team Leader will be presenting part of the LBCs coaching course next week but will also be able to offer coaching workshops and level 2 courses as well as funding and coaching advice to captains. He can be contacted by telephone on 01234 782422.



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4. Committee introductions and vacancies

The Junior Committee members were introduced to the captains. The full CUCBC Executive Committee for 2012-13 is detailed below.

Chair	Holly Hedgeland	Robinson*
Senior Treasurer	Chris Balmer	Trinity Hall*
CUCBC Honorary Secretary	Tom Grimble	Robinson
CUWBC Honorary Secretary	Annie Elkington	Clare
CULRC Honorary Secretary	Will Hayes	St. Catherine's
Coxswains' Representative	Mat Bryan	Downing
Webmaster	Dan Wilkins	Jesus

At present there are still vacancies on the CUCBC committee for Junior Treasurer and an Events Secretary. The captains were urged to forward the information about the open CUCBC committee positions to their clubs and encourage people to help with the smooth running of rowing events this year.

The position of CUCBC Honorary Secretary was also unfilled at this time and the interested candidates were encouraged to contact CUCBC to find out more about the different process for electing the position.

5. Presentation of accounts

A summary of the CUCBC accounts prepared by the Senior Treasurer was presented to the captains. It was noted that a number of expenses from the previous year were still to be finalised.

Entry fee rises for this academic year were expected as follows due to Cam Conservancy event fees:

- Uni IVs – no change from last year
- Lent and May bumps - £2 increase
- Small Boats Race - £1 increase



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Banking charges quoted in the account expenses were questioned by the captains. The committee could not comment further at this time because of the absence of **CB. HH** agreed to investigate what the charges related to.

The captains were asked to approve the accounts and did so unanimously.

6. E-mail accounts and website matters

DW checked that all captains had access to their CUCBC e-mail accounts. If there were problems, their first step should be to ask their predecessors but if this was not possible they should e-mail webmaster@cucbc.org to get the password reset.

The captains were reminded that it was important to have access to their CUCBC e-mail accounts and to check them regularly as these are generally the first point of contact for CUCBC notices.

7. Club safety and insurance declarations

HH reminded the captains about the important safety requirements and deadlines for this term.

The first was confirmation of up-to-date insurance by submitting the required information to the club information pages on the CUCBC website. The deadline for this was Thursday 4th October. Any clubs failing to provide details of up-to-date insurance would not be permitted to boat until this was rectified.

The second batch of safety requirements was the completion of the club safety information form. The deadline for returning this form was the end of week 4 (Wednesday 31st October). This form now included a new question for the purpose of quantifying the take-up of the sport for British Rowing. The figure provided here would only be used as an indication and would not affect British Rowing subscriptions.

The final important safety requirement was the completion of British Rowing safety audit. The deadline for this was 31st December 2012 and clubs would have to ensure the timely completion of these requirements in order to be affiliated with British Rowing and enter races.



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8. Early Morning Marshals and noise

TG reminded the captains of the requirement for clubs to provide Early Morning Marshals. The rota was now up on the CUCBC website along with further detailed instructions.

Equipment can be collected from the top of the pigeon holes behind Goldie Boathouse and marshals should ensure that they read the instructions on the website before turning up for duty. Clubs would be fined for failing to provide marshals.

DW reminded the captains about noise during early morning outings. Coaching is not permitted upstream of the Railway Bridge before 07:30 and cox boxes should only be used for essential commands and be kept at a low volume before this time. Loudhailers are not permitted anywhere on the river prior to 07:30.

9. Early morning traffic restrictions and lights

DW announced that there were currently no traffic restrictions in place and that if they were to be implemented the CUCBC committee would endeavour to give at least 1 week's notice. The hope was that the separation of senior and novice boating times would allow enough time to prevent significant queues from building up.

The captains were also reminded about the need for lights as the mornings grew darker. Crews on the water in the 15 minutes after lighting down and before lighting up should carry. Lights should be steady, bright and white on both the bow and the stern of a boat. Red lights and very dim lights are not allowed, plus crews should make sure that parts of boats or crew members do not obstruct the lights.

10. Bumps rules

HH raised the topic of the clash between Lent Bumps and WEHoRR last year. After consulting with the senior tutors, the decision was to hold the Lent Bumps 1 week later the next time such a clash occurred.

The question of whether such a change would conflict with HoRR was raised.

HH responded that this would be unlikely since the two events are usually spaced two weeks apart so the Lent Bumps would most likely fall between the two.



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11. University IVs

DW announced that entries for University IVs would open shortly. The entry cost would be the same as last year (£25). The deadline for entries would be Friday 19th October 2012.

The captains were strongly urged to email any time constraints to the CUCBC committee as soon as possible to help with scheduling. The committee will endeavour to accommodate everyone but could not guarantee it. Early notice would help avoid problems.

12. Bills

TG announced that CUCBC Bills would be distributed by email shortly after the meeting. Any queries or problems should be sent to both the Junior and Senior Treasurers (tom@cucbc.org and seniortreasurer@cucbc.org). The deadline for payment will also be Friday 19th October.

13. AOB

There were questions from the captains about the eligibility of a JRF to row in CUCBC races and about a student changing college wanting to row for their old college. **HH** responded that these questions should be emailed to the CUCBC Exec Committee and would then be considered for exceptions under the normal procedure.

MB announced that there would be a Novice Coxes talk but the date for this had not yet been set.

The question of why there was not a Women's coxless IV category in University IVs was raised by the captains. **DW** responded that this was a historical carry over. **HH** suggested that the category could be created by a proposal at a Captains' Meeting. The captains were polled for any potential interest in entries to such a category but there was only one at this time.

The next Captains' meeting will be at the start of Lent term.