



CAMBRIDGE UNIVERSITY COMBINED BOAT CLUBS

Captains' Meeting
Sunday 6th October 2013, Robinson College

Minutes

Present: Holly Hedgeland (HH, chair), David Munday, Tom Grimble (TG, minutes), Mat Bryan (MB), Lottie Meggitt, Henk-Jaap Wagenaar (HJW)

Apologies: Dan Wilkins, Mark Jacobs, Murray Edwards Women, Corpus Christi men and Women, Sidney Sussex Women, St Edmund's Men, LMBC Women, Selwyn Women, Caius Men, Hughes Hall Men, Homerton Men

1. Minutes of the last meeting and matters arising

The minutes of the Easter Term Captains' Meeting (9th June 2013) 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 Dr David Munday as Chair and Dr Dan Wilkins as Senior Treasurer for the academic year 2013-14. The Captains approved the appointments.

3. Committee introductions and vacancies

The Junior Committee members were introduced to the captains. The full CUCBC Executive Committee for 2013-14 is detailed below.

Chair	Dr David Munday	King's
Senior Treasurer	Dr Dan Wilkins	Jesus
CUCBC Honorary Secretary	Tom Grimble	Robinson
CUBC Honorary Secretary	Katie Klavenes	Hughes Hall
CUWBC Honorary Secretary	Lottie Meggitt	Girton
CULRC Honorary Secretary	Will Hayes	St. Catherine's
Coxswains' Representative	Mat Bryan	Downing
Events Secretary	Philip Garsed	Clare
Junior Treasurer	Henk-Jaap Wagenaar	Peterhouse
Webmaster	Dr Dan Wilkins	Jesus



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4. Presentation of accounts

A summary of the CUCBC accounts prepared by the Senior Treasurer was not available at this time as the accounts were incomplete with some expenses still to be paid.

Entry fee rises for this academic year were expected to remain the same.

- Uni IVs – £25
- Lent and May bumps - £40
- Small Boats Race – no change

The increase in Conservancy event fees would be absorbed for the time being.

The full accounts would be presented at a later meeting (start of Lent).

5. E-mail accounts and website matters

TG 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.

6. 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 Tuesday 8th 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 6st November).

The final important safety requirement was the completion of British Rowing safety audit near the end of the year.

7. Early Morning Marshals and noise



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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 balcony of St Catharine's 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.

HH 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. There have been a number of complaints from residents in the last year and CUCBC would be taking action against crews who were identified as making excessive noise in the mornings.

8. Early morning traffic restrictions and lights

HH 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.

9. University IVs

TG 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 18th October 2013.

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



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accommodate everyone but could not guarantee it. Early notice would help avoid problems.

All races this year are to be held on the Colquhoun's sculls course as timed races. This would simplify the marshalling requirements and hopefully make time constraints easier to satisfy.

10. Green Dragon Footbridge Closure

HH announced that CUCBC had recently been informed that the Green Dragon footbridge would be closed to traffic over it and the river channel beneath it narrowed due to scaffolding for the whole of Lent term. Very short notice was given and it does not appear to be possible to reschedule the works.

The summary of the CUCBC response and discussion with captains was as follows:

- Constrain morning outings to 1 boat per college each day alternating by gender each day of the week (Monday: women only, Tuesday: men etc. and swapping each week).
- For crews that need coaching and plan to proceed beyond Ditton corner, two bank party members would be required to follow the crew both sides of the river (first member crossing at white bridge and taking over from the other at the P&E).
- Discussions were in progress with the CRA to see if the response of both groups could be joint to help traffic through the narrow corner.
- Afternoon outings and off Cam outings would be encouraged to reduce the number of crews trying to use the congested section.
- Weekends without any river closure may have restrictions introduced if traffic becomes an issue.
- All divisions of the Lent bumps would row to the women's finishes and the marshalling would change as a result (no crews upstream of the corner).
- College events would remain as normal but with extra marshalling required to help traffic pass the corner safely.



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- Extra early morning marshals may be required and the positions of each marshal may move to Chesterton corner.
- Visibility through the scaffolding had been requested as well as mirrors and other safety features to help crews pass through safely.
- A time limit may be set for crews to only go downstream until a certain time and then only go upstream afterwards in the pre-9am outing slot.

11. Lent bumps

HH announced that the lower divisions of bumps were becoming uncompetitive and last year the getting-on race had all but evaporated and the competition for places was not weeding out the weaker crews who could not compete safely.

The intention was therefore to make the Lent bumps 1 division smaller and make the getting-on race larger so that most crews (except 1st boats) were required to do it. The exact division to be removed would depend on entry numbers in Lent term.

12. Bills

HJW announced that CUCBC Bills would be distributed by email shortly after the meeting. Any queries or problems should be sent to the Junior Treasurer (juniortreasuer@cucbc.org). The deadline for payment will also be Friday 18th October.

13. AOB

Sam Bray has elected to row with Jesus this term. Any other dual college members should also contact CUCBC to declare which club they wish to row with.

British rowing will shortly announce a 33% discount on the Level 2 coaching course for one place per club. Further funding is available from the ERRC subject to residency requirement. The British Rowing Rowing Leader Course is also now coming online as an alternative requiring a smaller commitment in time and money.

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



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TG thanked Holly on behalf of the CUCBC committee for her many years of work and involvement with College rowing and wished her the best of luck with her future work.

14. Data of next meeting

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