

## BLUEFRIARS COMMITTEE MEETING 23/2 - 15 MAY 2023

### Record of Actions and Decisions

#### Attendance:

John Clark  
Julian Bewick  
Julius Caesar (Sec)

Chris Cook  
Alex Manley  
Max Manley

#### Apologies:

Steve Williams  
Fergus Murison (Chair)

#### ADMINISTRATION

1. The meeting was held on Zoom from 1800-1900. It was chaired by Julius as Fergus was unavailable.

#### FUNDING REQUESTS

2. **Tiffin School** - Sum of £1,300 for purchase of a new quad. (P JC, S JCK, Approved 5/6).
3. Tiffin RC is fundraising to acquire a new quad, which it hopes to row at HRR. Although unlikely to be available for this year's event, a new boat should assist a campaign for 2024. **Action.** Trustee discussion exposed a need to develop a gifting policy with formal terms regarding eligibility to apply for funding. Trust geographical preference for donations outside MCSBC was understood to have a West Country bias.
4. **Sam Ford** – Sum of £500 to participate in Molsey rowing camp. (P JB, S MM, Approved 6/6).
5. Since leaving Monkton Sam has rowed at Molsey and was part of a crew that won at HRR in 2022. He has competed at GB trials, coming 6th in the D final and is soon to embark on a 4-year degree at Yale where he will continue rowing.
6. **Monkton Scholarship** – Support to attract a rowing partner for a Monkton pupil (Unsupported).
7. Monkton Dir of Sport is seeking interest from Bluefriars to attract a competent female rower to join for 6th form. An existing pupil is proposing to leave Monkton to improve her chances of success at GB trials, but school would like her to remain. Trustees felt that retention of pupils is a matter for school to resolve.
8. Experience of existing Monkton scholarships suggests funding has dropped off significantly, in favour of bursaries for pupils who are struggling financially. The scholarship idea was not opposed however, but the terms of the current request were considered unviable.
9. For Bluefriars to agree to such an undertaking, clear terms of reference would need to be developed, along with clarification of commitment from Monkton. Application procedures would need to be published, so any such offering could be deemed competitive and properly assessed. **Action.** Invite Monkton to set out a clear proposal and terms of application for a rowing Scholarship.
10. **Saltford RC** – Acquisition of small items to be shared by clubs rowing at Saltford. (Deferred).
11. Request has been made to acquire a quantity of pool items; cox boxes, megaphones, stroke coaches etc, to be shared by clubs rowing at Saltford. Trustees acknowledge the need for such items but have concern for the management and maintenance when ownership is shared.

12. It was proposed that items could be bought in equal quantities for each of the 3 clubs. That way each club would have its own equipment and local arrangements could be established for sharing. **Action.** Invite Saltford RC members to submit a collective suggestion for equipment required and explain sharing arrangements.
13. **Land purchase** – Potential acquisition of small, enclosed field behind Saltford RC. (Deferred).
14. Suggestion was made to acquire the land immediately behind the Saltford Rowing Centre, bounded by the railway and the river. This area is often used for accommodating boats and as a set up area on race days. It is thought the land is now owned by the Saltford Marina, having previously been purchased from the Pickup family. **Action.** Establish whether there is interest to sell the land and for how much.
15. **Dundas rafts** – Support for the relocation of rafts from Dundas to Saltford. (Deferred)
16. MCSBC is considering the relocation of some rafts currently installed at Dundas to Saltford, as the Saltford rafts are in poor condition. Trustees observed that the rafts at Dundas belong to Monkton, while the rafts at Saltford belong to the Saltford RC. Moreover, under the tri-party agreement that established Saltford RC, ACRC became responsible for maintaining the rafts.
17. Given that MCSBC pays an annual charge to Saltford RC, it was felt that ACRC should first be asked to explain the plan for repair or replacement of Saltford rafts that are unserviceable. If the Dundas rafts could be better used at Saltford, then opportunity exists for Monkton to sell them to Saltford RC. If additional costs are incurred as part of an agreed relocation plan, Bluefriars would be happy to review any request for assistance.

#### BOAT BRANDING

18. It was proposed that stickers should be acquired for boats that Bluefriars assists to purchase. This will help identify the contribution Bluefriars makes to Monkton and help promote the Bluefriars brand, with the aim of attracting new membership and donations.
19. Unique Signs of Trowbridge already provide stickers to MCSBC. **Action.** Approached Unique signs to create some concepts using the Bluefriars brand and the words “Supported by the Bluefriars Trust”. Draft artwork and pricing options for production will be presented to Trustees for consideration.

#### BLAZERS AND TIES

20. Perry Uniform, Leeds, currently holds the artwork for MCSBC rowing blazers but Monkton no longer awards blazers for rowing. Instead, a quantity of old blazers is held by MCSBC for key events like sports dinners and visits to Henley, although stock is depleting as some have not been returned. New blazers can be purchased from Perry individually, but a discount is applied for quantities of 6 and over.
21. Trustees agreed that Bluefriars could collate orders for blazers through the website, perhaps at the end of the school year or start of the Michaelmas term. This could be used to incentivise membership to Bluefriars, by agreeing to offset the purchase price for those joining Bluefriars. **Action.** Develop a set of procedures for purchasing blazers through Bluefriars.
22. Creation of a Bluefriars blazer would also be possible, using the Bluefriars branding. Afternote: This would incur charges to create the artwork and write the programme and create tooling for the sewing machine. From memory, this was around £600 last time it was investigated.

23. Bluefriars ties are held by Julian and are available to purchase.

#### UTILISING DUNDAS

24. It was observed that the increased growth of weeds at Dundas means the river is no longer suitable for rowing. Instead, it is now used by MCSS for other water pursuits such as paddle boarding and open water swimming. In warm summer months the rafts are extensively used by the public. All MCSBC rowers, including beginners, now go to Saltford.
25. While this is a disappointment for people with strong affection to Dundas, it is not Bluefriars business. However, a grant might be considered if Monkton has a change of heart and wishes to resurrect the opportunity for rowing locally.

#### TRUSTEE INSURANCE

26. Proposal to proceed with establishing Trustee insurance with Zurich. (P Jck, S JC, Approved 6/6).
27. Of the 3 quotes received from 3 companies approached, Zurich offered the best cover for Trustees. For a one-off charge of £96 per year, the Zurich policy will provide significant indemnity insurance, public liability insurance, and employer liability insurance. This is a welcome development that removes personal liability from Trustees engaged in the management of Bluefriars affairs.

#### TREASURERS APPROVALS

28. The Treasurer requested guidelines for the limit of liability held before financial proposals should be brought to the Trustees for approval. It was agreed that routine payments and standing charges could be managed out of committee, but all new requests should be brought before the Trustees for consideration.

#### VOLUNTEERS/TRUSTEES

29. Andy Groves and Josh Davis have expressed interest in helping Bluefriars to operate. The offer of assistance was welcomed and both Josh and Andy would be contacted if matters arose that needed their support. They will be considered friends of Bluefriars, rather than trustees, and will not be required to attend Trustee meetings unless specifically invited. This is because roles and responsibilities for Trustees are still being developed and there may be potential conflicts of interest.

#### BLUEFRIARS BC

30. Although some funds have been provided to the BBC Bank Account, Terms of Reference (TOR) and the relationships with Bluefriars and Monkton remain unclear. Accordingly, some Trustees were uneasy about continuing to provide support. **Action.** Julian agreed to write up notes by way of explanation.

AOB

**31. Treasurer appointment.**

32. As per discussion at the AGM, Alex was confirmed in the appointment of Treasurer for Bluefriars Charitable Trust, with responsibility for management of the day-to-day accounts and oversight of capital investments. This affirmation is required in relation to formal paperwork that must be completed before accounts with JM Finn can be transferred.

**33. Quad purchase.**

34. It was noted that support to Monkton for the purchase of a women's quad, was conditional upon reimbursement of funds generated by the sale of an Eight. Alex explained that a potential sale is maturing and should be completed soon.

DONM

35. No date was set for the next meeting. However, invites for Tue 11 and Tue 18 July will be sent to establish availability.

Prepared by

Julius Caesar  
Secretary

Approved by

Chris Cook  
Trustee

## BLUEFRIARS ACTIONS TABLE

Item	Action	Owner	Status
2.1	Develop gifting policy and eligibility criteria	All	Open
2.2	Invite Monkton to propose formal TOR for a rowing scholarship	Alex	Open
2.3	Invite Salford RC to submit collective request for equipment and explain terms for sharing.	Alex	Open
2.4	Confirm whether the land behind Salford RC is for sale.	Julian	Open
2.5	Approach Unique Signs about prototyping Bluefriars stickers.	Alex	Open
2.6	Propose a process for blazer purchase.	Julius	Open
2.7	Provide details about the operation of Bluefriars Boat Club	Julian	Open