

**MINUTES OF THE BOUGH BEECH SAILING CLUB ANNUAL GENERAL MEETING
8TH MARCH 2026, starting at 14.40hrs**

1. Members present:

- More than 45 members were present and signed in.

Prepared statement to members by Rear Commodore, Martin Burgess

During the preparation of the year-end accounts, unauthorised use of club funds was identified. Immediate steps were taken to secure the relevant account and prevent further access. The matter was reviewed in accordance with the Club's Disciplinary Procedures. Appropriate measures have been imposed by the General Committee, subject to appeal, and prior to this, the member in question resigned their positions within the club. At the year end, there was a discrepancy, which has been included within debtors in the accounts. Since the year end, all outstanding monies owed to the club with the exception of £340, which is under investigation but may relate to Club purchases, have been repaid. Except for this small amount there is no further financial implication for the Club. The Committee considers the matter closed. The disciplinary process remains confidential, in accordance with Club procedures

Introduction and welcome by Philip Moppett, Hon Secretary

2. Apologies for absence were received from:

Liz Denbigh	Alastair Moppett	Emma Preen
Stephen Drain	John Ballantyne	Rory Moppett
Andrew MacNacNamara	Elliot Marks	Ashleigh Briggs

3. Minutes of the AGM 2025 and approval:

There being no comments on the Minutes...vote for approval
Proposed: Brian Gregory Seconded: Nick skinner
Vote for approval: Unanimous

4. Matters arising from the Minutes:

There were no matters arising raised by Members present.

5. Officers Reports

Vice Commodore report for activities ashore (read by Philip Moppett)

- **Nick Prosser Fund** was outlined
 - GC allocates annual fund, instead of a trophy, in memory of Nick Prosser, a good friend of the Club, who died too early.

- Money is allocated to support DI, SI and PBI course fees where they are not done at BBSC, usually youths but not exclusively, priority to higher qualifications
 - Harry Burgess, became a DI & intends to assist Training & Beech Bums
- On another positive note we welcome Jess and her team to the **Galley**
 - Jess received a bouquet and chocolates presented by Elizabeth Moppett
- **Contribution Cup** is awarded for efforts by a non-Committee Member during the year, was presented retrospectively to Scarlet Burgess for 2024 and to Jo and Bel for their successful Beach Bums programme in 2025.
- **Estates**
 - Working parties were successful, thanks to volunteers
 - New mower proving a benefit for larger land holding, old mower sold
 - New picnic benches, old ones retired, more to come
 - 2 loads of scrap metal, including old trailers in the wood, have been removed
 - Disposal of old tyres is pending. Members were reminded to drill holes in tyres to drain water & reduce mosquito problems
 - Members are reminded to keep their own boat space weed & bramble free
- **Maintenance**
 - Jetty inspection & maintenance included new bolts, 10 new wheels, wood coaming & mooring rings
 - Usual maintenance of Safety Boats and RIBs
 - The electric tug continues to prove its worth & was repaired again during 2025
- **Clubhouse**
 - Lockers were installed in the changing rooms (n.b. charge for lost keys)
 - First Aid kits were all updated, now found in Control Room (main), Training Cabin, Fishermen's Room and Committee Boat
 - 2nd AED / defibrillator was purchased for mid-week users/public
 - 1st AED is on wall by galley & 2nd is in fishermen's room behind the door
 - Note all Safety Boat Skippers have First Aid certificates
- **Bosuns**

- We are still under our Landlord imposed limit of 600
- **Duties**
 - All members who volunteered, attended and carried out their duties were thanked by Deb, the Duties Secretary
 - Members responding positively to annoying duty requests were also thanked as training and racing did not have to be cancelled
 - Members are reminded that 2 duties per year are part of the membership agreement with Safety Boat Squad Skippers agreeing to do more than 2.
 - With our positive membership base, if all members carried out their duties not all members would need to do 2. A closer watch will be kept to ensure members fulfil their duty commitments.
 - Anyone wishing to join the Safety Boat or Race Officer Squads please contact Deb.
 - Officer of the Day training is planned for next few months and information will be sent out, but Deb can be contacted in the meantime.

- **Boring stuff**

- SESW replaced their submerged aerator but left their working pontoon behind but it will be collected
- Kent CC also carried out a multi-agency exercise during the year for a potential major incident at the reservoir. Emergency Services, Environment Agency, SESW etc. The Club was represented.
- SESW, our landlord, was taken over by SW Water (a Pennan company) and a meeting about Invasive Non-Native Species (INNS) was held in December. Check Clean Dry practice was emphasized and it is very likely a compulsory boat-wash will be installed, at SW Water expense before 2028. Location to be agreed.
- NFA on Terrorism (Protection of Premises) Act 2025
- Byelaws were updated and on website
- GC clarified Club boats cannot be hired for 'buddy sailing' i.e. when no OOD nor SB present.
- **Big thank you** to the Ashore Team for all their work during the year, Duties, Membership, Clubhouse, Estates, Bosuns and all the other volunteers ashore who turn up to do their allocated duty and also contribute their time and expertise in other areas.

Rear Commodore Report for activities afloat (by Martin Burgess)

Racing & cruising

- 12 Opens held between April 2025 and 1st March 2026
- Youth Open and Emma Nettleship Regatta held in September in a new format as an Open with a Main fleet and a Regatta fleet, which proved very successful
- Icicle series attracted 90 Conventional and 30 Asymmetric dinghies
- The Club gained a few new members who joined after racing in the Icicle
- The Youth Icicle, also run as an Open, was a 4 day shared event between Club and School Affiliates with an amazing 87 boats entered
- Both Icicles received great reports in Y&Y and both are achievements worth celebrating, and a great way to bring youths to sail and race at BBSC
- The Club Championship award has a new plate purchased and scores are taken from the SESW Cup, Longest Day Regatta & The Alec Rose

- There were also 9 Training days for 420's and KSSA held their Winter training here
- The 2026 racing calendar is set out on the Club website
- Thanks to Sarah the Sailing Secretary for all her work and for liaising with Classes wishing to hold Open events at BBSC

Training

- 2025 was a great year for training and thanks are due to all those that made it possible.
- May half term training was led by Richard Meakin and Brian Gregory with 12 children on each of the RYA Stage 1 & 2 courses
- The ever popular Start Racing course was led by Richard Lambert.
- Adult Improvers, also led by Richard Lambert, had a lower uptake this year
- Huge thanks to Jo Field and Annabel Larkin for Beach Buddies in 2025 (now named Beech Bums)
- Beech Buddies was an overwhelming success on and off the water with over 40 children joining for 12 sessions, a Christmas Party and a pancake competition
- Cadet Week had 18 children each day but weather beat us at the end of the week
- Bums Week in 2026 will include off water activities to keep kids and big kids occupied during the evenings
- More of the same RYA Training (Stage 1&2) & Start Racing & Beech Bums, with modest expansion.
- We are hopeful to gain more Instructor qualifications with AI (adult & youth), DI & advanced modules for existing Instructors
- Thanks are due to all, including helpful members who made it successful and also to the General Committee for their help & support.

6. Annual Safety Reports highlights by Philip Moppett

Afloat:

- One First Aid slip completed in 2025. Hand injury from kick back on a winch whilst launching a Safety Boat. Required a hospital visit.

- The winches were inspected and 2 were replaced and new straps added where needed.
- The Accident Book is kept in the Control Room, along with the first aid kit. The slips go in the green box on the end of the cupboard.
- There are plenty of First Aiders at the Club
- The poles supporting the mesh leaf covers on the orange Rigiflex gave splinters (carbon fibre).
 - The plastic mesh leaf covers were replaced by fitted covers and the carbon fibre poles replaced by a garden chair in each.
- A new lighter launching trolley was purchased for a Rigiflex and the old heavy duty launching trolley was scrapped. Both Rigiflexes have matching trolleys.
- **Reminder** that the Club has dedicated Safety Boat Squad. Each skipper has PB2 and Safety Boat certification and has passed an on the water assessment. They have First Aid certificates

Safeguarding:

- DBS checks are required for Instructors and Training personnel
- Recently parent helpers attended an induction to explain the workings of the Club
- Posters in the changing rooms ask adults to “hold back” if children are using the showers
- During the Youth Icicle adults were asked not to enter the changing rooms whilst youths were present. This was policed and was effective. The accessible toilet and fishermen’s toilet was usable.
- Sarah Seddon is Safeguarding Officer.

Ashore:

- Liferings were old and have been replaced. A throwing line has been added.
- Scrap metal around the Club has been collected and removed (2 loads)
- The jetty is 50+ years old and is hauled ashore annually for inspection and repair. 10 new wheels were added, wood replaced, broken mooring rings and fenders replaced.
- Deep ruts have appeared in the grass beside the Safety Boat ramp. Repairs are expected when development work commences.
- The cable crossings along the entrance road remain but a solution is being explored. A 15mph speed limit still applies. The Club is now responsible for the road upkeep.
- Balcony railings are dodgy but will be replaced in the first half of 2026.

7. Update on Development Plan Phases 1 & 2 (by Martin Burgess)

- Completion of the new 25 year lease makes Club responsible for Clubhouse maintenance and repairs but with £10K p.a. reduction in rent for first 5 years i.e. £50,000 overall rent reduction.
- Phase 1, starting in 4-5 week’s time, involves
 - New cladding probably all round, new flat roof and balcony including glass balustrade and decking

- Work likely to last a month. Scaffolding required.
- Phase 2 is a 4 bay purpose built, secure steel structure to house the RIBs
 - A planning application is submitted and being vetted currently
 - MB replied to John Reid that when the planning application is 'live' then Club members can support it with Sevenoaks DC . Details will be circulated.
 - The current boathouse will become modernised and enlarged changing rooms
- A new boundary fence will be required to the east.
- In answer to a question, MB confirmed the new lease includes daylight sailing
- MB answered a query, confirming that a lift to 1st floor is planned but later and probably subject of grant funding
- MB confirmed the access road shared jointly with the fishermen, the water company and the sailing club. Repairs to the sunken sections are planned.
- Jo Field enquired about play facilities in light of increase in Family Membership
- Diana Gregory also suggested a table tennis table
- MB confirmed to John Reid that the new lease is outside the Act and that we expect the extended boat park to require planning permission, probably Change of Use.
- Hon Sec confirmed that Training Cabin temporary (5 yr) planning permission expires in 2028 and options must be considered a year ahead i.e. 2027.
- Sarah Seddon thanked Martin Burgess for all his work on the lease and the Development Plan

8. Financial Report incorporating approval and adoption of accounts and approval of fees (read by Philip Moppett, Hon Secretary)

- The Profit and Loss Report and Balance sheet, prepared by Stephen Drain, Hon Treasurer were circulated to members at the meeting.
- Note: P&L and Balance Sheet information does not appear of the Club website.

Bough Beech Sailing Club

Notes to the Accounts for the Year Ending 31 December 2025

Financial Overview

The Club continues to maintain a strong financial position. However, it is important to note that, under the terms of the recently agreed lease, the Club has committed to a development programme. This commitment, made in exchange for a reduction in rent, is anticipated to have a significant financial impact. Substantial expenditure is planned for 2026, to be funded from existing reserves.

Income Analysis

In 2025, the Club's total income was £8,006 higher than in 2024. The combined income from Boat Fees and Subscriptions increased by 10%. Despite these improvements, affiliate fees declined by £1,500, primarily due to the loss of Tonbridge Sea Scouts.

Expenditure Review

Total expenditure for 2025 was £11,337 higher than in the previous year. The Club's fees and subscriptions for the year included the following exceptional costs:

- Legal expenses related to the renewal of the lease: £9,178
- Architects' fees for planned building improvements: £1,900

Following the re-negotiation of the lease, rent costs were reduced by £3,158.

Deficit Position

The Club recorded a total deficit of income over expenditure amounting to £10,672, representing an increase of £3,145 compared to the previous year.

Fixed Asset Expenditure

During the year, the following fixed asset purchases were made:

- 2 ILCA dinghies: £3,095
- New dishwasher: £2,957
- New trailer: £1,500
- Defibrillator: £1,240
- Picnic tables: £1,620

Financial Statement Position

The Profit and Loss Account and Balance Sheet accurately reflect the Club's position as at 31 December 2025.

Correction: Reference above in Income Analysis should refer to the loss of Reigate Grammar School, not Tonbridge Sea Scouts.

Statement by Hon Auditor, David Bone, in support of the Financial Report, not recorded at the meeting.

STATEMENT BY HON AUDITOR, DAVID BONE

To the Members of Bough Beech Sailing Club

I have reviewed the Income and Expenditure Account and Balance Sheet of the Club for the year ended 31 December 2025 and the supporting information provided.

Opinion

In my view, the accounts provide a fair summary of the Club's financial position at 31 December 2025 and of the income and expenditure for the year.

Important Note to Members

Members' attention is drawn to the note in the accounts, which explains the unauthorised use of club funds identified during the year. At the year end, a balance remained outstanding and was included within debtors. This amount has since been repaid in full, and strengthened financial controls have been introduced. My opinion is not modified in respect of this matter.

David Bone FCA
Auditor

Acceptance of the Financial Report and accounts

- Proposed by: Duncan Lawson
- Seconded by: David Bone
- Vote for approval: Unanimous

Acceptance of the proposed membership and associated fees for 2026-27 season

- Hon Sec reported that the General Committee proposed no fee increase
 - Proposed by: Jim King
 - Seconded by: Rob Burgess
 - Vote for approval: Unanimous

9. Election of the Hon Auditor for 2026

- Nominee: David Bone
- Proposed by: Sarah Seddon
- Seconded by: Debbie Maynard

- Vote for approval: Unanimous

10. Election of Club Officers and General Committee

- Proposed members of the General Committee includes 3 new members without a specific portfolio....at the moment.

Commodore	Martin Burgess
Vice Commodore	Philip Moppett
Rear Commodore	vacant
Hon Treasurer	Stephen Drain
Hon Secretary	Philip Moppett **
Sailing Secretary	Sarah Seddon
Duties Secretary	Deb Marks
Membership Secretary	Nick Skinner
Estates Officer	George Smith
Bosun (combined power and sail)	Alastair Moppett
Training Principal	Dave Robinson
Clubhouse Officer	Guy Marks
Committee Member	Emma Preen
Committee Member	Jon Hamilton
Committee Member	Suzie Brooks

** Philip Moppett will retire as Hon Secretary in 2026

- The meeting agreed to vote en bloc for the General Committee
- Proposed:
- Seconded:
- Vote for approval: Unanimous

11. Matter for consideration

The General Committee proposed a change to Rule 17(aa) due to the likely workload for Officers associated with implementing the building works over 2026 – 2027.

Rule 17(aa) No Officer may serve as a Flag Officer for more than six consecutive years, nor in any one Flag Officer post for more than three years.

The General Committee proposed to change the restriction from 3 years to 4 years for one Flag Officer post and change from 6 years to 8 years for consecutive years. It was noted that the Development Plan spans 5 years and continuity with the management of the Plan was highly beneficial.

A member considered the extension to potentially 8 years in post could act as a disincentive in attracting members to join the General Committee. It was noted that 4 & 8 year terms are not compulsory or even advisory.

A member proposed a development team outside the GC but it was noted that financial authority is vested in the 5 Officers of the Club.

An amendment was proposed, and supported by members at the meeting allowing extended years in Flag Officer post if required for the duration of the Development Plan is voted by the General Committee.

The amendment to the substantive motion was passed by a unanimous vote.

The original substantive motion to amend Rule 17(aa) was voted down by a significant majority.

12. Vote for approval of Honorarium

The honorarium is equivalent to the value of Ordinary Membership and is applied to Honorary Members, comprising past and present Commodores, members voted as Hon Members and members of the General Committee whilst in office, after one full year in office.

Proposed by: Jeremy Carter

Seconded by: Rob Burgess

Votes for approval: large majority in favour

Votes against: one

13. Election of Sub Committee for supply of intoxicating liquor

- Nominees are: Jim King, Pete Young and Sarah Seddon

Proposed by: Guy Marks

Seconded by: John reed

Vote for: Unanimous

14. Any other business

- Following the evident success of the Youth Icicle, Richard Meakin asked whether a similar event, involving schools and Club sailors could be held in the Summer
- Nick Skinner advised members to renew membership before 1st May otherwise they will not receive the updated gate code.
- Jo Field, on behalf of Beech Bums, requested the GC to consider providing play equipment for youngsters ashore

- Richard Meakin proposed a vote of thanks to the Committee for all their work

15. Date of next meeting

- Date to be confirmed

Meeting closed at 15.40hrs

Philip Moppett

Hon Secretary

11th March 2026