



ANNUAL GENERAL MEETING

10.30am on Sunday 30th November 2025

AGENDA

1. Apologies for Absence
2. Adoption of 2024 AGM Minutes
3. Matters Arising:- To be notified in Hon Sec in writing prior to the meeting
4. Adoption of 2024/25 Accounts
5. Agreement with the Appointment of Auditor
6. Proposal for Rule Changes to the roles of members of the Management Committee
7. Proposals relating to the Development Plan
8. Proposal to sell the Jet Ski and to “ring fence” any money from the sale towards purchasing a replacement RIB
9. Proposal to incur costs of £8,000 to purchase an additional RIB with some of the additional costs paid for from the sale of the Jet Ski
10. Proposal for Honorary Membership for Paul Palmer
11. Proposal for Honorary Membership for Jill Palmer
12. Proposal for Vice President (Annual Appointment) for Terry Bartley
13. Subscriptions for 2026-27
14. Election of Club Officers: to include any nominations received for vacant positions
15. Commodore’s Address
16. Proxy Form Instructions & Forms



AGENDA ITEMS

Item 2 Adoption of 2024 AGM Minutes

See Attachment 1

Vote: The membership adopt the minutes of the minutes of the last AGM

(In favour/Against)

Item 3 Matters Arising

No matters arising

Item 4 Adoption of 2024/25 Accounts

See Attachment 2

Vote: The membership adopt the Accounts of 2024/25

(In favour/Against)

Item 5 Agreement with the Appointment of Auditor

See Attachment 3

Vote: The membership agree to continue with the current Auditor

(In favour/Against)

Item 6 Proposed Club Rule Changes to the roles of Vice-Commodore,
RC Angling, Membership Secretary and Bar Manager

Proposed by: The Management Committee

See Attachment 4

Vote: The membership approve the proposal

(In favour/Against)

Item 7 – Proposals relating to the Development Plan

Proposed by: The Management Committee

See Attachment 5

Vote: The membership approve the proposal

(In favour/Against)

Item 8 Proposal to sell the Jet Ski and to “ring fence” any money from the sale
towards purchasing a replacement RIB.

Proposed by: The Management Committee

See Attachment 6

Vote: The membership approve the proposal

(In favour/Against)

Item 9 Proposal to incur costs of £8,000 to purchase an additional RIB with some
of the additional costs paid for from the sale of the Jet Ski

Proposed by: The Management Committee

See Attachment 7

Vote: The membership approve the proposal

(In favour/Against)

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Item 10 Proposed Honorary Membership for Paul Palmer
Proposed by the Management Committee
See Attachment 8
Vote: The membership approve the proposal (In favour/Against)

Item 11 Proposed Honorary Membership for Jill Palmer
Proposed by: The Management Committee
See Attachment 9
Vote: The membership approve the proposal (In favour/Against)

Item 12 Proposal to appoint Terry Bartley as Vice President
Proposed by: The Management Committee
See Attachment 10
Vote: The membership approve the proposal (In favour/Against)

Item 13 Proposed Subscription Fees for 2026/27
Proposed by: The Management Committee
See Attachment 11
Vote: The membership approve the proposal (In favour/Against)

Item 14 Election of Club Officers
See Attachment 12
Votes: For each relevant Club Officer position (In favour/Against)

Item 15 Commodore's Address
See Attachment 13

Item 16 Proxy Voting Forms & Instructions
See Attachment 14

Item 2

Attachment 1 follows ... Minutes of 2024 AGM



PAGHAM YACHT CLUB AGM MEETING MINUTES

DATE: Sunday 24th November 2024

TIME: 10.30am at PYC

PRESENT:

44 Voting members and 7 non-voting members were in attendance. Jill Palmer (Hon Sec) confirmed that 11 proxy votes had been received. Committee members were present and available to answer any questions by the Membership.

APOLOGIES:

Received from Sally and Chris Smith, Gary Mant-Smith, George Snell, Andrew Stubbington, Andy and Mary Day, Sara Hole, Bryan, Lisa and Sam Atherton, Robert and Sandra Rudge, Andy Stewart, John Orry, Alex and Debbie Heath, Andy and Rosie Dennahy and Ben Carter.

1.	Commodore Paul Palmer welcomed all those present to this year's AGM.
2.	Adoption of the November 2023 AGM Minutes was proposed by David Gosnell and seconded by Geoff Lewis This was agreed by voting members present plus 10 proxy votes.
3.	No Matters Arising were received.
3.1	Simon Tomsett asked for the numbers of those in attendance. Jill Palmer confirmed: 44 voting in attendance, 7 social members and 11 proxy votes submitted.
4.	Adoption of the 2023/2024 Accounts was proposed by Derek Haverly and seconded by Geoff Lewis. This was agreed by voting members present, plus 11 proxy votes.
5.	Appointment of Auditor: This year the members had received a proposal from the Trustees and Committee to change the Club Auditor to a firm of Chartered Accountants, Matthews Hanton of Aldwick. This was due to changes in the circumstances of the club detailed to the members in the agenda and it was felt that external independent examination of the club's books was now required. Simon Tomsett spoke to the members regarding his work over many years to ensure that the Club's accounts fully complied with lawful requirements and he



	<p>was in a position to ensure that this would not change. The Commodore commended this work and said that this did not reflect any past history but was looking to be the way forward now.</p> <p>In reply to Alison Corbett’s question of the annual cost of taking on a company as opposed to a member performing this task, the answer was £500, fully inclusive.</p> <p>The vote was: For 38 with 9 proxy votes: Against 8 with 2 proxy votes</p> <p>The proposal was carried.</p> <p>The Commodore asked for it to be placed on record how much time and effort Simon had devoted to the role over many years and that it had been really appreciated as it had been a very successful undertaking from a professional man.</p>
<p>6.</p> <p>6.1</p> <p>6.2</p>	<p>Proposal to replace Section 3 – Membership – Paragraph 7 – “Temporary Membership” by an updated category to be called “Other Membership Categories” as the proposal carried at the EGM in April 2024 did not reach 2/3 of those Full members present, a requirement of our voting Rules.</p> <p>A discussion followed regarding fees to be charged for temporary members and Wednesday Paddlers and what conditions would apply.</p> <p>This proposal was agreed by 41 Full voting members in attendance with 11 proxy votes: None against.</p>
<p>7.</p> <p>7.1</p> <p>7.2</p>	<p>Proposal to approve the new role of RC BoardSports.</p> <p>The Commodore read out the proposal to increase the number of Rear Commodores to reflect the development of water activities within the Club. In addition to the RCs Sailing and Angling and the Bosun who would continue with their responsibilities and the additional management of the Boat Park, the RC BoardSports would have responsibility for; Stand up paddleboarding (SUP), Kayaking, Windsurfing, Kite Surfing, Wing Foil Surfing, Snorkelling and Surfing. The members were told of the objectives of the new role to promote board sports and to attract new members to PYC, to promote our position, our car parking and our facilities for potential members.</p>

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7.3	<p>This proposal was agreed by 42 Full voting members in attendance with 11 proxy votes: None against.</p> <p>The Commodore introduced Alex Morey, a Wingfoil instructor, and said that he would be co-opted onto the Management Committee as the new RC BoardSports. The post would also be advertised in case someone else is interested.</p>
8.	<p>Proposal to amend Section 8, Item 59 – Bylaws of the Rules to state Sailing or Fishing boats stored on the boats stored on the Boat Park must be launched on our water from our beach at least three times per year: Currently the wording is - The Committee may withdraw or refuse a “Boat Park Permit” or request that any craft be removed from the boat park if they consider it un-seaworthy or not in regular use.</p>
8.1	<p>The Commodore read out the proposal which identified the Boat Park is currently at full capacity and there are some fishing and sailing vessels stored there that are not in use. New or existing members are now requesting spaces for their operational boats but we are unable to offer them due to vessels being parked there as “cheap storage”.</p>
8.2	<p>Enquiries locally in our region show we are one of the cheapest sailing and angling clubs for vessel storage.</p>
8.2	<p>The wording of the new bylaw had been circulated to all members and covered additional storage fees if the owner does not remove a vessel where it has been deemed un-seaworthy or not launched as required.</p>
8.3	<p>Roy said that one boatyard charges £3,000 as there is not enough spaces, but we have boats not on trailers with weeds growing around them. John Sibley asked who would be in charge of enforcing the bylaws and how would we identify who owns the boat? The Commodore said that three people at the moment who would continue with this – Kevin M the Bosun, RC Angling Paul C and Membership Sec. Geoff Lewis. RC Sailing Stuart A is also familiar with who owns certain boats.</p> <p>GL suggested that a tag should be put on boats to identify who owns them as this used to happen in the past. SA agreed, a sticker with insurance details as well. This will be put forward to the Management Committee. Roy asked if this is going to take another year before it is put into action?</p>

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8.4	<p>Andy Grout suggested that the Membership Secretary could deal with the insurance part of this but Paul C said that there is a document on the WhatsApp group for insurance. GL agreed that he can ID it on his system.</p> <p>This proposal was agreed by 44 Full voting members in attendance with 8 proxy votes: None Full and 3 proxy votes against.</p>
9.	<p>Honorary Memberships – the Commodore put forward a proposal for Kevin Harris to be made Honorary Member.</p>
9.1	<p>Vote was carried unanimously in favour by 44 Full members present, plus 11 proxy votes for.</p>
10.	<p>Honorary Memberships – the Commodore put forward a proposal for John Sibley to be made Honorary Member.</p>
10.1	<p>Vote was carried unanimously in favour by 44 Full members present, plus 9 proxy votes for and 2 against.</p>
11.	<p>Club President - the Commodore put forward a proposal for Eddie Chantry to be appointed as President of the Club for the following 5 years.</p>
11.1	<p>Vote was carried unanimously in favour by 44 Full members present, plus 8 proxy votes: 2 proxy votes against.</p> <p>Eddie spoke about his hope to encourage a closer link with the Lagoon sailors, to promote more young sailors to join PYC.</p>
12.	<p>Club Vice-President – the Commodore put forward a proposal for Terry Bartley to be appointed as Vice-President of the Club for 2024/25, an annual appointment.</p>
12.1	<p>Vote was carried unanimously in favour by all Full members present, plus 11 proxy votes.</p>
12.2	<p>Terry said that he has been a member of the Club for over 20 years and that, despite now being a Social member, he felt he now justifies a vote. The Commodore agreed that this should be looked at.</p>
13.	<p>Subscriptions for 2025 – 26: The new proposed PYC Membership and Boat Yard fees with an increase of 3% had been circulated.</p>

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13.1	Vote was carried unanimously in favour by all Full members present, plus 11 proxy votes.
14.	Election of Club Officers:
14.1	The Commodore stated that unless there were any objections, all those re-standing would be automatically voted in. None raised by members.
14.2	New nominees: RC Social & Fundraising - Tina Brown. Agreed Treasurer – Sarah Strickland, Agreed Assistant Secretary - Sue Beeby, Agreed Club Member – Valerie Young 23 Full plus 9 Proxy – 32 (2 Non votes) Club Member – Chris O’Brien 21 Full plus 2 Proxy – 23 (2 Non votes)
15.3	Remaining vacant committee roles – Bar Manager and Communications and Press Officer.
16.	Paul Palmer finished with the Commodore’s address as in Attachment 14 in the AGM papers.
16.1	He welcomed the new members of the Committee, paid recognition to the outgoing committee members and hoped that they would continue to offer their help and advice.
14.	The Commodore thanked everyone for attending and that he was looking forward to another year of competitive sailing and to some changes in the Club’s approach to what it now had to offer its members.

Meeting closed at 12.12pm

Minutes agreed by Commodore Paul Palmer

.....Date.....

Item 4

Attachment 2 Follows ... 2024/25 Accounts

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Pagham Yacht Club For the Year ended 31st August 2025

Professional Information

Principal Address 1 West Front Road
Pagham
Bognor Regis
West Sussex
PO21 4SY

Accountants Matthews Hanton Limited
Chartered Certified Accountants
93 Aldwick Road
Bognor Regis
West Sussex
PO21 2NW

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Independent Examiner's Report to the Pagham Yacht Club

I report on the accounts of The Pagham Yacht Club for the year ended 31st August 2025, which are set out on pages 2 to 4.

Basis of Independent examiner's report

My examination includes a review of the accounting records kept by the club and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as officers concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which accord with the accounting records have not been met.

N Merridue

N Merridue (Nov 6, 2025 09:32:19 GMT)

Name: Nicola Merridue FCCA

Relevant professional qualification or body: Chartered Certified Accountant

Address: Matthews Hanton Limited, 93 Aldwick Road, Bognor Regis, West Sussex. PO21 2NW

Date: Nov 6, 2025

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PAGHAM YACHT CLUB
income and expenditure account
For the year ended 31st August 2025

Notes	£	£	£	£
Income relating to the period				
Subscriptions		34,627		38,749
Boat Park Fees		9,782		8,130
Event fees		1,572		-
Members Donations		3,957		2,794
Bar Income	88381		80,476	
Less: Opening Stock	(6,338)		(6,405)	
Purchases	(50,576)		(52,236)	
Epos Costs	(786)		(502)	
Closing Stock	6,318	36,999	6,318	27,651
Merchandise Income	41		378	
Less: Opening Stock	(623)		(1,024)	
Purchases	-		-	
Closing Stock	664	82	664	18
Interest Received		3,702		1,530
Total service charge income receivable		<u>90,722</u>		<u>78,872</u>
Expenditure relating to the period				
Clubhouse expenses				
Club entertainment		14,301	-	
Cleaning & Materials		8,185	10,594	
Repair & Renewals		3,751	4,539	
Rates & Refuse		1,542	1,819	
Rents Payable		6,386	5,263	
Light & Heat		5,909	7,341	
Sundries		793	-	
		<u>40,867</u>	<u>29,556</u>	
General Expenses				
Sailing Expenses		10,558	6,273	
Angling Expenses		718	-	
Printing, Postage and Stationary		779	1,003	
Telephone		297	235	
Insurances		6,642	6,476	
Licences and Subscriptions		2,367	2,584	
Bank Charges		329	60	
Legal Fees		2,884	80	
Accountancy		500	-	
Social Expenses		291	12,846	
Donations		250	115	
Corporation tax		994	-	
Sundries		363	-	
Depreciation		8,525	9,189	
		<u>35,497</u>	<u>38,861</u>	
		76,364		68,417
EXCESS OF INCOME OVER EXPENDITURE		<u><u>14,357</u></u>		<u><u>10,455</u></u>

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PAGHAM YACHT CLUB
Service charge balance sheet
For the year ended 31st August 2025

	Notes	£	£	£	£
Fixed Assets	5		356,535		361,961
Current assets					
Stocks		6,960		6,982	
Trade Debtors		-		300	
Prepayments		6,027		5,755	
Bank Balances		132,599		118,024	
Cash in Hand		2,105		1,680	
		<u>147,691</u>		<u>132,741</u>	
Current liabilities					
Trade Creditors		251		8,487	
Key Deposits		2,161		3,281	
Sundry creditors		5,022		1,245	
Accruals		500		-	
		<u>7,934</u>		<u>13,013</u>	
Net Current Assets			139,757		119,728
Total assets less current liabilities			<u><u>496,292</u></u>		<u><u>481,689</u></u>
Represented by:					
Balance Brought forward		481,689		471,234	
Excess Income for the year		14,357		10,455	
			<u><u>496,046</u></u>		<u><u>481,689</u></u>

Paul Palmer (Commodore)

Paul Palmer

Paul Palmer (Nov 5, 2025 19:53:28 GMT)

Nov 5, 2025

Date

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PAGHAM Yacht Club Notes to the Accounts For the year ended 31st August 2025

- ACCOUNTING PRINCIPLES**
These accounts have been prepared in accordance with Financial Reporting Standards. We are a non-profit making Sports club, where all profits are held on behalf of its members.
- DEPRECIATION POLICY**
It is the policy of the Club to write off 25% per annum on a reducing balance basis on all capitalised furniture and Equipment.
- DONATIONS AND GRANTS**
This year the Club has received no grant income. The Club did receive £3,957 in donations.
- FUNDRAISING**
No fundraising activities took place during the period.
- Tangible Fixed Assets**

Cost/Valuation	Freehold Property	Boats Equipment	Fixtures, Fittings & Trophies	Total
At Cost	330,959.00	18,190.00	12,812.61	361,961.61
Additions		100.00	2,998.19	3,098.19
Disposals				
	<u>330,959.00</u>	<u>18,290.00</u>	<u>15,810.80</u>	<u>365,059.80</u>
Depreciation				
Brought forward	-	-	-	-
Charge for the year	-	4,572.00	3,953.00	8,525.00
Disposals	-	-	-	-
	<u>-</u>	<u>4,572.00</u>	<u>3,953.00</u>	<u>8,525.00</u>
Net Book Value at 31st August 2025	<u>330,959.00</u>	<u>13,718.00</u>	<u>11,857.80</u>	<u>356,534.80</u>
Net Book Value at 31st August 2024	<u>330,959.00</u>	<u>18,190.00</u>	<u>12,812.61</u>	<u>361,961.61</u>

Fixed Assets

The Clubhouse is at a valuation made in November 1989 of £182,000 plus additions at cost and has not been depreciated. The latest valuation £450,000 was in 2004 (before the extension). Trophies were last valued in 1980 and have been fully depreciated.



Item 5, Attachment 3

Agreement with the Appointment of Auditor for 2025/26

Matthew Hanton of Aldwick

Fees for 2024/25: £500 plus Vat

Item 6, Attachment 4

Proposed Club rule changes for Management Committee

5.2 The Vice-Commodore shall:

- Support the Commodore with the day to day running of the club
- Deputise for Commodore during his/her absence
- Chair a Wine Committee in conjunction with the bar manager to organise the annual dinner and dance in collaboration with the RC Social & Fundraising
- Liaise with the RC Planning with regards to the 5-Year Plan
- Be responsible for any disciplinary meetings

Changed to

5.2 The Vice-Commodore shall:

- Support the Commodore with the day to day running of the club
- Deputise for Commodore during his/her absence
- Chair a Wine Committee in conjunction with the Bar Manager to organise the annual dinner and dance in collaboration with the RC Social & Fundraising
- Liaise with the RC Planning with regards to the 5-Year Plan
- **Be responsible for any disciplinary meetings**
- **Be responsible for any CCTV investigation and correspondence**

5.11 The Bar Manager shall:

Keep the Bar stocked appropriately with varied barrelled beers and other drinks and snacks and use agreed suppliers.

- Undertake a quarterly stock-take.
- Manage the Till, float and banking.
- Provide an update to the Management Committee meeting.
- Maintain a Bar rota and encourage members to undertake duties.
- Chair the Wine Committee.
- Liaise with reps to obtain good deals for sundries i.e. glasses, umbrellas etc.
- Ensure Gas stock orders are made.
- Manage the pipe cleaning team.

Changed to

5.11 The Bar Team Coordinator shall:

- **Coordinate a team of members who will keep the Bar stocked appropriately with varied barrelled beers and other drinks and snacks and use agreed suppliers, including supermarkets.**
- **Undertake a stock-take as and when required.**



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- Manage the Till, float and banking.
- Provide an update to the Management Committee meeting.
- Maintain a Bar rota and encourage members to undertake duties.
- Chair the **Bar Sub-Committee**.
- Liaise with reps to obtain good deals for sundries i.e. glasses, umbrellas etc.
- Ensure Gas stock orders are made.
- Manage the pipe cleaning team.
- **Be responsible for any till changes including special offers.**
- **Be responsible for the cleaning of equipment used behind the bar on a regular basis ensuring the hygiene standards are high.**

5.4 The Rear-Commodore – Angling shall:

- Arrange both beach and boat competition dates, try to get them published on the website as soon as possible.
- Keep individual's points records for both beach and boat catches throughout the year, 31st October – 1st November.
- Award trophies for each category and arrange for trophy engravings
- Keep competition records, all done on measurements as we do not weigh specimens any more
- Keep individual specimen records for each member.
- Arrange at least two meetings per year to discuss matters and address issues raised.
- Be a point of contact for the Angling Trust.
- Arrange charter trips for members.

Changed to

5.4 The Rear-Commodore – Angling shall:

- Arrange both beach and boat competition dates, try to get them published on the website as soon as possible.
- Keep individual's points records for both beach and boat catches throughout the year, 31st October – 1st November.
- Award trophies for each category and arrange for trophy engravings
- Keep competition records, all done on measurements as we do not weigh specimens any more
- Keep individual specimen records for each member.
- Arrange at least two meetings per year to discuss matters and address issues raised.
- Be a point of contact for the Angling Trust.
- Arrange charter trips for members.
- **Actively promote youth fishing**

5.10 The Membership Secretary shall:

- Keep a Register of Candidates including notification and approval through

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Management Committee of new members.

- Keep a register of club members' names and addresses – ensure email addresses are on Club records.
- Update all membership related forms and lists of fees as and when required.
- Renewal of membership applications – Update databases; prepare and issue membership cards.
- New membership applications – Update databases; prepare and issue membership cards.
- Ensure visitor visits are managed.
- Propose membership fees and/or rebates to the Management Committee using Consumer Price Inflation (CPIH) and Office of National Statistics (ONS).
- Liaise with Treasurer and Auditor where necessary – monthly returns of monies and reconciliation to Treasurer.
- Report to Management Committee when required.

Changed to

5.10 The Membership Secretary shall:

- Keep a Register of Candidates including notification and approval through Management Committee of new members.
- Maintain an up-to-date register of all members, craft, and their contact details
- Maintain an up-to-date register of volunteering members
- Ensure all members have paid the appropriate subscription and boat fees.
- Liaise with Treasurer and Auditor where necessary – monthly returns of monies and reconciliation to Treasurer.
- Manage a 60/40% split of full membership and social membership.
- Monitor membership trends (growth, churn, demographics) and recommend improvements
- Oversee any systems used for member verification.
- Maintain digital membership records securely and accurately.
- Archive / Delete expired or lapsed memberships as per club policy
- Ensure GDPR compliance when handling personal information.
- Issue MF keys and maintain a database of all key holders.
- Ensure there are sufficient numbers of keys for new members.
- Retrieve old keys from non-renewing members.
- Act as the primary point of contact for membership queries
- Support membership recruitment drives and open days, assisting in promoting club membership benefits and provide information for prospective members
- Ensure policies regarding trial sessions and family rates are clearly communicated.
- Support the committee in reviewing and proposing membership fees and/or rebates to the Management Committee using Consumer Price Inflation (CPIH) and Office of National Statistics (ONS) and then update all membership related forms and lists of fees as and when required.

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- Ensure the yearly RYA Census information is available, completed and submitted as required in June of each year.
- Renewal of membership applications – Update databases; prepare and issue membership cards.
- New membership applications – Update databases; prepare and issue Membership cards.
- Ensure visitor visits are managed

----- End of Item 6 -----

Item 7, Attachment 5

Proposal to appoint a Principal Designer to meet CDM regs and a Building Control officer to comply with Building Regs. The architect will also provide detailed drawings to allow three quotes for the building works.

Both fees amount to the cost of £10,000 + vat

A further fee of circa £2k will need to be expended in the near future to appoint a structural engineer.

From John Blagbrough; There are two legal requirements that have to be met when carrying out a construction project in the UK:-

1. The Building Regulations
2. The CDM Regulations

The building regulations will require structural calculations for certain aspects of the works.

The CDM 2015 regulations (Construction Design and Management) are a legal requirement in the UK for all construction projects, regardless of size.

Under the CDM regulations it is the duty of the client (The Yacht Club) to appoint a principal designer.

The principal designer has to be a competent person with the necessary skills and experience to co-ordinate the design phase of a construction project ensuring H&S and compliance with the Building Regulations.

I have had 2 quotes for the appointment of a private building inspector - the cheapest being London Building Control at a cost of £1,250 + Vat.

RBC came in at £2,750 + Vat

I propose that we appoint LBC as it is highly unlikely that we will find another private building control officer substantively cheaper.

I have received 3 quotes for the architectural/principal designer role.

JBA Architectural £15,800 + Vat

George and James Architects £16,000 + Vat

JJR Designs £8,750 + Vat

I propose that we appoint JJR Designs as Principal Designer.

I have had 2 quotes for the Structural Design

Chloe Blagbrough (structural engineer) £1,500 (no vat will be paid)

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QED Structures £2,400 + Vat

A structural engineer will need to be appointed shortly after appointment of the Principal designer.

Note - it is highly unlikely that an architect or designer would take on the role of principal designer without taking on the design due to the onerous implications with regards to H&S. If they did it would be reflected in an elevated cost for the service.

Item 8, Attachment 6

Proposal to sell the Jet Ski and to reserve any money from the sale towards purchasing a replacement RIB

It has been agreed by the Management Committee on advice from its' users that the Jet Ski is no longer fit for its' purpose due to the changing environment in front of the Club and therefore does need to be sold before further damage is caused. The Jet Ski is no longer reliable and cannot be trusted when off shore as weed is being sucked into the impeller along with rocks attached to the weed. This needs to be agreed by the members. The estimated sale price is approximately £10,000. RC Sailing Stuart Ashwood and Boatswain Kevin Mason who have been dealing with repairs to the Jet ski and to the two RIBs want the Membership to agree that the funds from the sale should be "ring fenced" to contribute towards the purchase of an additional RIB rather than let them become part of general funds. Please see Item 9.

Item 9, Attachment 7

Proposal to incur costs of £8,000 to purchase an additional RIB with some of the additional costs paid for from the sale of the Jet Ski

At the moment we have a White and Blue RIB. The White RIB is only used as a back up as it is now coming to the end of its life and is worth very little.

An additional £7,500 is needed for a new engine for the Blue RIB, plus £8,000 towards a new RIB, topped up by the sale of the Jet Ski. This is around £15,500.

This would allow the two existing RIBs to be retained.

Item 10, Attachment 8

Proposed Honorary Membership for Paul Palmer

The Members wish to express their recognition of the service shown to the Club over many years by Paul Palmer by accepting the request to make him an Honorary Member. Paul has been with the Club for many years and has served as Bar Manager, which was originally called Wine Committee Chair when he took it over in 2013, for two years.

He has still carried on helping with the Bar, especially now when he became free at the weekends when his other love – Rugby refereeing, began to interfere. He has continued to support the sailing with RIB and Bridge duties to ensure where he can, that we can encourage as many sailors to enjoy our Club as possible. He has served as Commodore

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for 6 years now and feels that it is now time to step back and encourage more new spirit into the Club.

Item 11, Attachment 9

Proposed Honorary Membership for Jill Palmer

The Members wish to express their recognition of the service shown to the Club over many years by Jill Palmer by accepting the request to make her an Honorary Member. Along with Paul, Jill has been a member of the Club for well over 16 years and took over the role of Hon Sec at the AGM in 2013. She has also taken over the role of Welfare Officer in 2014 – a role she was trained for in her past life dealing with both children and adults.

Like Paul, she has involved herself in Bar life, and for a few years she did the Bar duties as part of the Blog of which you will be aware of. She has done the Blog for 3 or 4 years and has just recently handed it over knowing she was standing down, has been so successful in it that it is part of PYC's communications and is now very popular under a new author.

The role of Hon Sec is something she has enjoyed staying with so long as she was aware that this is something that needs an awareness of the constant changes in law, charges to the Club and being accessible whilst being firm and determined over any issues.

Jill is hoping that whoever takes over this role will relish this experience and will always be at the sideline if needed to cheer them up if something looks uninviting to confront.

Item 12, Attachment 10

Proposal for Vice President (Annual Appointment) for Terry Bartley.

This is the second year that Terry has been put forward for the annually appointed role of Club Vice President after many years as a member. He has held many positions over the years on various committees including Bar Manager and the Building Commodore and even a stint as Commodore.

Item 13

Attachment 11 follows ... Subscriptions & Boat Fees for 2026/27



PAGHAM YACHT CLUB – PROPOSAL FOR INCREASING FEES 1ST MARCH 2026

Purpose: This short note explains why a price increase is necessary for 2026/27 and how the increase has been calculated.

1) Why an increase is required

- **Maintain quality:** CPI-linked increases cover rising running costs and protect service levels.
- **Fair & transparent:** Using CPI ensures predictable, easy-to-explain adjustments.
- **Accessible:** Modest, rounded increases keep membership affordable and proportionate.

2) How the 2026/27 fees are calculated

- **Inflation benchmark:** Consumer Prices Index (CPI) 12-month rate to June 2025 of 3.6% calculated by Office of National Statistics (ONS).
- **Pro-rata:** Keep the same month-by-month pro-rata percentages used in 2025/26.
- **Timing:** The updated schedule applies from the 01/03/2026 to 28/02/2027.

3) Examples of the CPI uplift applied

Category	Current Season 2025/26 (£)	Next Season 2026/27 (£)
Family Full Membership	280	290
Single Parent Family Membership	168	174
Full Adult Membership	151	156
Social Adult Membership	97	100
Student Membership 18-25 yrs	50	52
Youth Membership 8-17 yrs	45	47
Monohull Dinghy / Boat on Trailer (1)	122	126
Catamaran / Multi-Hull on Trailer (1)	175	181
Board / Kayaks (1)	59	61

4) Member communications

The updated fee tables will be disseminated by the club Secretary prior to the AGM vote for approval at the AGM. A short explanation: **"Fees for 2026/27 are updated by the UK Consumer Prices Index (CPI) 12-month rate to June 2025 (3.6%), with rounding to the nearest pound."** Members who may need assistance can contact the Membership Secretary in confidence.

Geoff Lewis

Membership Secretary
Pagham Yacht Club

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Item 14, Attachment 12 Election Of Club Members

Vice-Commodore

I am putting myself forward as Vice Commodore as I have been a member of PYC for three years now and can see how important the Club is to the community.

I have been involved in many communities – ranging from fund raising, management and project delivery in the forces, local community and businesses.

In my current work role, I have responsibility of a million pound budget over staffing, maintenance, housekeeping, hospitality – including Chef and kitchen, activities, clinical and sales and marketing.

Elements of my current role align with PYC in that I have to balance maintenance costs, entertainment and dining, staff training and development and community outreach whilst remaining profitable.

Community outreach being highly important so as to encourage new members and promote a positive image of PYC.

I also see part of the role as developing the youth membership and their membership experience as they are the future of the Club. I have supported the Club by volunteering behind the Bar and this year, with the support of other members, run a successful First Aid course.

Thank you for your consideration.

Terry BM

RC Planning

I have been a full member of PYC for 10 years, actively involved in assisting with the Rescue RIB on race days and Jet Ski patrol on paddlers evenings. I am a member of the Angling section and you may have seen me working behind the bar on occasions, (and in front of it on many more!).

I have sailed across the channel numerous times and raced in the Solent. I hold my PB2 and RYA Yachtmasters certificates and sailed my own laser 1 and laser 2 very badly.

I am passionate about the future development of the club as I have been generously welcomed by all members since day one.

I strongly believe that the future of the club lies in recruiting and retaining its “sailing family” membership.

One of the ways to do this is to improve the facilities, fabric, finishes and ambience of the club house.

I want to drive forward with the help of the committee the first stages of the development plan to an early completion and, with my experience in construction and project management, I am confident that this can be done.

Having played rugby at senior and county level, I understand the value of teamwork and would welcome the chance to join the PYC scrummage!!

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I look forward to another great year with you.

John B

Committee Member

Since joining the Club I've always been involved in some shape or form, whether it's doing a few shifts, looking after the shift rota and supporting hubby (Scottie) when he was Bar Manager and more recently as part of the Bar Sub-Committee. Following feedback and with the help of others we've simplified the till, instead of scrolling through looking for the specific spirit we have replaced it with just 2 buttons standard or premium. More recently we have started the introduction of guest beers, the first one of Hazy Day being a great success.

I've recently retired but prior to that I have worked in IT for a financial institution, managing a team who maintained the capability to switch to back-up systems if needed.

Volunteering behind the bar gives me a chance to get to know people in the club, say 'hello, how are you?', understand their tipples of choice, favourite chair, or just chat with them if it's quiet.

I think most would say if I'm honest, I'm kind, considerate and patient.

I'm putting myself forward for Member representative so I can give something back to the club, working with the other committee members to continue to make the club the fantastic place it is.

So, what will I do for you?

- I'll be down the club on a regular basis. I'll be honest and it won't be every day the club is open but I'll be there across different days, probably doing a shift on the bar so I can speak to more of you.
- I'll be asking YOU for feedback so we're all responsible for putting ideas forward, even ideas on things that don't seem to work anymore.
- Reach out to you when suggestions are put forward by other members to gauge interest & support before taking them to the Committee.
- Feedback to you following Committee meetings about what ones are being taken forward and which ones we aren't (and more importantly why they can't be).

Many thanks,
Emma Smith

Safeguarding & Welfare Officer

Thank you for the opportunity to run for Safeguarding Officer at PYC.

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Many of you know me - I've been a member of the club for eight years, and during that time, my three children have enjoyed countless days and nights here. Chloe, now 19, grew up alongside other members' children, and I'm sure Millie and Oscar are familiar faces to most of you.

I've previously held the Safeguarding Officer position at the club, which involved working closely with Social Services and ensuring our club and its members were protected.

My experience gives me a strong foundation in safeguarding, and I am passionate about maintaining a safe and welcoming environment for everyone.

Beyond my club involvement, I bring additional safeguarding experience from my time on a teacher training programme, working as a SENCO at an infant school in Basingstoke, and now in my current role as an underwriter for Zurich, insuring schools across the UK. These experiences have given me a solid understanding of safeguarding regulations and the impact of change.

I also trained as a nurse for a year, gaining both basic nursing and first aid qualifications and attended numerous courses on, behaviour management, safeguarding, sign language and spotting signs of neglect.

I strive to look out for everyone at the club across our broad age spectrum and I hope you find me approachable if you ever need support or advice. I am committed to caring for the club and all off its members. This is a water sport club and my incentive is to encourage this activity with safeguarding at the helm – as it were!

Thank you for your consideration.

Tracy Robinson

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ELECTION OF OFFICERS 2025 – 26

POSITION	RE standing	NOMINEE	PROPOSER	SECONDER
Commodore	*	Rocky Robinson	Paul Palmer	Jill Palmer
Vice Commodore	*	Terry Blackshore-May	Kevin Mason	David Gosnell
Rear Commodore Planning	*	John Blagborough	Paul Palmer	Ric Forsdike
Rear Commodore Sailing	Stuart Ashwood			
Rear Commodore Angling	*			
Rear Commodore BoardSports	Alex Morey			
Rear Commodore Social & Fundraising	Tina Brown			
Rear Commodore Building	*			
Safeguarding & Welfare Officer	*	Tracy Robinson	Paul Palmer	Caroline Grainger
Honorary Secretary	*	Sarah Strickland	Jill Palmer	Paul Palmer

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Honorary Treasurer	*	Lizzie Barnard	Gary Mant-Smith	Caroline Grainger
Membership Secretary	Geoff Lewis			
Bar Manager (Bar Team Co-ordinator)	David Gosnell			
Club Member	*	Emma Smith	Sharon Lewis	Simon Tomsett
POSITION Non-Voting	RESTANDING	NOMINEE	PROPOSER	SECONDER
Assistant Secretary	Sue Beeby			
Communications & Press Officer	*	Anne Ford	Jill Palmer	Paul Palmer
Boatswain	Kevin Mason			
Youth Officer	Allan Frye			
President Elected for 5 Years from November 2024	Eddie Chantry	*		
Vice President (Annually)	*	Terry Bartley	Paul Palmer	Rocky Robinson

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Item 15, Attachment 13 Commodores Address

Dear Members,

Yet another year passes and the success of this wonderful club, so dear to our hearts, continues. There are again several changes to the Committee for this coming period and I have every confidence that these fresh members will make a difference from this upcoming term.

So, let me make mention of those leaving their posts this year. As you all know, running this Club on behalf of the members is completely voluntary and requires a commitment above and beyond just being a member and taking advantage of what we have to offer.

Jenna has been the Safeguarding and Welfare Officer for several years during which she has brought energy and commitment to the role and to the committee. I thank you for what you have achieved not just in your role, but to the club in general as it was always in your thoughts. Thank you.

Val has been the Members Representative for several years and, through her contact with the members, she has been instrumental in many improvements in the club. Val shows determination and grit; through many personal challenges she has even managed to turn one such challenge into one of the most successful charity fundraising events held by the club for Breast Cancer. Thank you.

Jill, after many years as Hon Sec is shutting down her computer, switching off her printer and reducing the revenue to the company where we buy the ink cartridges. Her knowledge of club workings is incredible and she says she will be there to help and advise the incoming Hon Sec. I hope her phone works in the middle of a field, or somewhere deep into a hot European country where we intend to be most of the time with the ever-present Binky (ASBO). Thank you.

Also on the move, Angling RC Paul C who has been in post many years. He has always been busy revamping the rules and arranging fishing events, notably taking a big interest in building the youth section. This post remains unfilled so, any takers out there for this role please do contact the new Commodore to talk it through. Thank you.

The Buildings RC Mark is standing down; this is again a post that remains unfilled. Whilst we do have many tradesmen as members no one has come forward to fill this post. Do contact the new Commodore to see what kind of commitment is involved as this may be something you could take on without noticing. So, any budding volunteers please make contact. Thank you.

As I have said, these are voluntary positions and hopefully are enjoyable. I would like to thank all of you for the work that you have put into the club and the committee. Without you, the club would not exist. Those incoming committee members have big shoes to fill and I wish you all luck for the future.

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This will be my last address as like Jill, we are embarking on new challenges. Caravan in tow (pardon the pun), we intend to travel this next year and beyond as we feel it is the right time to hand over the reins. Please support the new team under Rocky's leadership as there are so many things that will be going on, particularly around the development of the club.

I would like to say a big thank you to Rocky as he has had my back for six years now when we came together as Commodore and Vice Commodore. We have had to deal with some challenging matters together, Covid lockdown, child protection matters - just to mention a few of the issues.

I am really looking forward to being a member of this club under Commodore Rocky's leadership and the new committee. I will try my very hardest when in conversation in the club not to start a sentence with, "When I was Commodore....."

If I do Rocky, you have my full permission to dangle me by the ankles over an open barrel of beer.

One thing I must say is that let's not forget we are a sailing club. This year we have seen Stuart and his able team of helpers run some very exciting racing, not just at home but we put in a big fleet of varying boats into the Tythe Barn race this year at Bognor Sailing club. And.....we certainly didn't let Felpham SC have their own way this year.

The weather has had its impact again this year with many cancelled races, but the commitment from the section and the support team was second to none. Well done to Stuart, Bosun Kevin and everyone else involved from the safety crews to the race officers.

The Angling section was particularly hit by the weather for fishing off Dingy competitions but, they struggled on, and managed to get a few competitions in whether in boats or fishing off the beach.

We do need one of you fishermen to step up to the plate and take on the RC Angling role?

Lastly, a very big thank you to everyone for your support over the last six years, and long may it remain for those members standing in committee positions this year and beyond.

Let's not forget, they run this club on your behalf and need your support. It is your club, come along and get involved and volunteer.

Thank you.

Paul

Commodore

Item 16, Attachment 14

Proxy Voting Form – on following pages ...

Pagham Yacht Club

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PAGHAM YACHT CLUB PROXY FORM INSTRUCTIONS 2025

If you are a Full Adult Member or a Full Family Member of the Pagham Yacht Club you can have a vote at the AGM or any adjournment, even if you are away or cannot attend for any other reason by sending in your Proxy Votes.

You can either deliver or send this proxy form to the Hon Sec at the Club but note that the time limit before the AGM meeting means that your proxy votes must be received 48 hours, 10.30am on Friday 28th November, before the AGM or it will be void.

Please mark your envelope **AGM Proxy Vote**.

Please be aware that once we have received your proxy votes and whilst you can then “attend” the AGM meeting, you cannot vote again.

PROXY VOTE FOR 2025 AGM – SUNDAY 30TH November 2025

Name _____

Address _____

Membership Number _____

I, being a Full Member or a Full Adult Member of Pagham Yacht Club do appoint the Chairman of the meeting to act as my proxy and to vote on my behalf at the Annual General Meeting of the Club to be held on Sunday 30th November at 10.30am, and at any adjournment of the meeting.

I direct my proxy to vote on the following resolutions as I have indicated by marking the appropriate box with an “X”. If no indication is given, my proxy will abstain from voting.

(Signature of member)

Dated.....

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Agenda Item Details Please insert X to vote Yes or No	For	No
Item 2: Adoption of 2024 Minutes Please see Attachment 1 Vote: The membership adopt the minutes of the minutes of the last AGM		
	For	No
Item 4: Adoption of 2024/25 Accounts Please see Attachment 2 Vote: The membership adopt the Accounts of 2024/25		
	For	No
Item 5: Agreement with the Appointment of the current Auditor Please see Attachment 3 Vote: The membership agree to continue with the current Auditor		
	For	No
Item 6: Proposed Club Rule Changes to the roles of Management Committee Please see Attachment 4 Vote: The membership approve the proposal		
	For	No
Item 7: Proposal to appoint a Principal Designer to meet CDM regulations and a Building Control Officer to comply with Building Regs. The architect will also provide detailed drawings to allow three quotes for the building works. Both fees amount to the cost of £10,000 + vat A further fee of circa £2k will need to be expended in the near future to appoint a structural engineer. Please see Attachment 5 Vote: The membership approve the proposals		
Name _____ Membership No. _____		

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Agenda Item Details Please insert X to vote Yes or No	For	No
Item 8: Proposal to sell the Jet Ski and to “ring fence” any money from the sale towards purchasing a replacement RIB. Please see Attachment 6 Vote: The membership approve the proposal		
	For	No
Item 9: Proposal to incur costs of £8,000 to purchase an additional RIB with some of the added costs paid for from the sale of the Jet Ski Please see Attachment 7 Vote: The membership approve the proposal		
	For	No
Item 10: Proposal The Members wish to express their recognition of the service shown to the Club over many years by Paul Palmer, former Commodore for 6 years, by accepting the request to make him an Honorary Member. Proposed by The Management Committee Please see Attachment 8 Vote: The membership approve the proposal		
	For	No
Item 11: Proposal The Members wish to express their recognition of the service shown to the Club over many years by Jill Palmer in many roles from Hon Sec to Welfare Officer, to Blogger by accepting the request to make her an Honorary Member. Proposed by The Management Committee Please see Attachment 9 Vote: The membership approve the proposal		
	For	No
Name _____ Membership No. _____		

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Agenda Item Details Please insert X to vote Yes or No	For	No
<p>Item 12: Proposal The Members wish to express their recognition of the service shown to the Club over many years by Terry Bartley and wish to re-appoint him Vice-President</p> <p>Proposed by The Management Committee Please see Attachment 10</p> <p>Vote: The membership approve the proposal</p>		
<p>Item 13: Subscriptions for 2026/27 Proposed by The Management Committee Please see Attachment 11</p> <p>Vote: The membership approve the proposal</p>		
<p>Item 14: Election of Club Officers – to include any nominations received for vacant positions Please see Attachment 12 for further details</p>		
Election of Commodore	FOR	AGAINST
1. Rocky Robinson		
Election of Vice-Commodore	FOR	AGAINST
1. Terry Blackshore-May		
RC Sailing	FOR	AGAINST
1. Stuart Ashwood – Re-standing		
RC BoardSports	FOR	AGAINST
1. Alex Morey – Re-standing		
RC Social & Funding	FOR	AGAINST
1. Tina Brown – Re-standing		
RC Planning	FOR	AGAINST
1. John Backborough		
Safeguarding & Welfare Officer	FOR	AGAINST
1. Tracy Robinson		
Honorary Secretary	FOR	AGAINST
1. Sarah Strickland		
Membership Secretary	FOR	AGAINST
1. Geoff Lewis – Re-standing		
<p>Name _____ Membership No. _____</p>		

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Honorary Treasurer	FOR	AGAINST
1. Lizzie Barnard		
Bar Manager (Bar Team Co-ordinator)	FOR	AGAINST
1. David Gosnell -Re-standing		
Club Member	FOR	AGAINST
1. Emma Smith		
RC Angling		
Vacant		
RC Building		
Vacant		
Position – Non-Voting		
Assistant Secretary	FOR	AGAINST
1. Sue Beeby – Re-Standing		
Communications & Press Officer	FOR	AGAINST
1. Anne Ford		
Boatswain	FOR	AGAINST
1. Kevin Mason – Re-Standing		
Youth Officer	FOR	AGAINST
1. Allan Frye – Re-Standing		
Election of President & Vice President		
Election of President for 5 Years from November 2024 Edward Chantry		
1. Election of Vice President for 2025/26 (Annually) – Terry Bartley	FOR	AGAINST
Name _____ Membership No. _____		

(Signature of member).....

Dated.....

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Notes for completing the proxy form:-

Further information regarding voting using a proxy via this form – the form must:-

- a. be returned in an envelope marked PROXY Form for AGM with your name and membership number on the outside.
- b. be completed and signed or it will be invalid.
- c. sent or delivered to the Hon Secretary **48 hours before the AGM**, by 10.30am Friday 28th November, 2025.
- d. Please DO NOT include more than one member's voting forms in this envelope as both votes will be classed as spoilt and not counted.
- e. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.
- f. If you submit more than one valid proxy form, the last vote received before the latest time. **10.30am on Friday 28th November, 2025** for the receipt of proxies, will take precedence.
- g. For details of how to change your proxy instructions or revoke your proxy vote, please contact the Hon Secretary before **10.30am on Friday 28th November, 2025**.