



MINUTES OF AGM 2018

Holiday Inn Hotel SOUTHAMPTON Tuesday 13th March

Commenced at 1400 hrs and concluded at 1630hrs

1. Introductions and welcome by Chair Ian Winson to those present, Refreshments available throughout afternoon. Introduction to a new process using an online process to allow participation from anywhere via internet and Zoom Us account- Graeme Sign monitored the on line process throughout the meeting to ensure members on line can speak and relay messages.
2. Apologies for non-attendance- Simon Reid Zodani Charters, Kevin Redbond On Board Charters, John McKenzie Mamarine , Phil Keen-First Contact IOW,
3. Minutes of last AGM were reviewed, the online minutes for those on line could not be read on the attachments so a need to go through these minutes
Minutes of last meeting 2017 agreed. Copies presented. All present accepted minutes as true and accurate record and proposed by Simeon Penn as taken as read and all in agreement with no objections or changes. No Matters arising.
4. Chairman report-
This year has passed very quickly and now in my second year as chair which has been busy, and I thank the committee members who have all volunteered and do this work on top of their other commitments.
 - In Feb 2017 Twitter and Facebook feed links on website
 - Twitter live feed can now be seen on website which enhances our google ratings
 - Updated documents in members downloads
Code inspection file PDF and edit version with new PCA and MCA logos
Codes of Conduct Committee members
 - March 2017 PCA called to attend MAIB conference on a report on Osprey RIBs collision in Scotland with PCA RIB safety briefing and operations document, In particular seating aboard and the need to also instruct on a standing over position on pod seats to reduce injury rather than their prescribed only sitting update. RYA had been invited to PCA TO participate on our RIB safety forum, they declined IN 2015 and at the MAIB review the MAIB and MCA at this review were tasked with rewriting their fast boat operations code. That was in March and to date it has not been released, a draft we have seen was then reviewed by us and we sent back a long list of issues on their new document- They had written it based on old 2010 document and not come up to date with many areas and images were of only sea safari type craft and all 2009 images or thereabouts
 - In March 2017 I attended Winchester Crown Court to review a court case involving a charge of manslaughter and unsafe speed against 2 persons

involved in boating fatality in Osborne Bay June 2015. Review of Gross Negligence. On this occasion the private user was found not guilty of manslaughter after crashing a jet RIB into a large motor cruiser. The gross negligence was the area of debate

- Still Developing insurance broker links for PCA
- March Newsletter - Bulk buying options for members – 1st being liferafts and lifejackets through Simeon Penn at Saber Powersports- Simeon thanked for his work and still available discounts- PCA still get trade rates at Bainbridge-check members section and downloads and discount areas
- April- Purchase and set up of www.chartersassociation.com as overseas members join they can see we are not just local to UK. Consider Eire, Europe
- In May --We offered honorary year membership to a member severe illness , free access to sales section for his boat- this was thought a good use of member services and costs supporting a member
- MAY- Report of MOB in Scotland direct to Chair, info passed to MAIB and RYA as centre using vessel in uncoded state for commercial gain and not reported as accident- dealt with by authorities
- Visit to IIMS who have supported us with all charter letters going out with a PCA introductory letter- This means each year over 1000 boat charter operators are notified about us- The support from IIMS has been very good and Mike their CEO also got us started on the online Zoom account for this type of meeting
- May- Trial of Facebook advert placed for PCA 7 days 8-15th May, this did not generate any more interest for £30
- June- I met at the YDSA to discuss the PCA support and continued membership as affiliated to YBDSA, After this in consultation with the committee we decided not to renew our affiliation to the YDSA. We had sought a similar arrangement of introductory letters to their charter vessel coded letters but it was declined after they met to review
- July 2017- Attended Crown court monitoring of Cheeki Rafiki trial , attended regularly and summary in July newsletter. Still monitoring for sentence and retrial on manslaughter which is this month ongoing. Jury found company and owner guilty of two Section 100 Merchant Shipping Act 1995, they could not decide on the four manslaughter charges and the crown immediately asked for a retrial. Sentencing on the two finding of guilt were put on hold to await result of new court case. The company folded within days of this case. Presently the retrial is running at Winchester Crown Court and I am monitoring this
- July- Some great feedback from Jersey and Scotland where they approached us directly on advice on coding issues identified on several boats. In Scotland we liaised with RYA as it was their school breaching code and charter rules, unfortunately despite the cheeki rafiki trial they were not prepared to deal with the matter and told us enforcement was an MCA matter I had a meeting with the MCA after this, where they indicated that the RYA appear to have chosen to enforce the regulations around the unprogrammed use of powerboats when delivering courses or taster activity but that the MCA were comfortable with the RYA Training centres powerboating under the existing exemption rules. The Jersey incident was about what coding requirement an operator

should follow for trips to sea, Again this was dealt with and reported to local port authority after our advice.

- In July 17 the PCA received reports from members over coding issues at a company on The IOW, email to licensing and MCA. This matter was very slow to be dealt with by the local authority and we continued to receive notification of boats being used commercially and uncoded. This continued until early 2018 with numerous communication with MCA and local licensing on the IOW. The licensing authority seemed not to operate under any code and in early 2018 agreed any vessel working commercially must be coded be MCA standards or via SAHSMA
- We also changed this month our on line application form to reflect company not just individual- identified as a flaw when new member First away Yachts joined with multiple yachts
- 17-8-17 Review on Passengers safety on High Speed craft draft document RYA and PBA. PCA will raise issues on document about, Consultation with Simon Miles and also two members to gain views, Simon submitted PCA response 5-9-17. PCA still awaiting response on areas we raised and also the document has not been released
- In the same month the PCA Reports of commercial activity - Lymington (MCA dealt with it. Reported after Social Media adverts to fill a pleasure RIB with paying customers
- Also at the same time Hamble and Hythe appeared to have unlicensed vessels-, At Hythe evidence clear breaches seen via webpages on AirBnB. Matters handed to MCA
- 14-9-17 Updates that MCA have warned the Lymington user that he cannot take others on boat trips as advertised without going through correct coding procedures. We also hear that his marina have also warned him
- Held a meeting with MCA during Southampton Boat Show. Good meeting covering PCA issues concerning lack of enforcement, told that they had responded to all our requests concerning unlicensed boats. They are really happy with how and where PCA sits on the issue of coding and safety and encourages our support. Discussion about lack of MCA enforcement on the water only from office based enforcement
- We then discussed in detail - Issues relating to PCA web management .No replies, no swift updates, Are we getting SEO work done. Enquiries started to seek possible new SEO work and pricing being reviewed. Meetings with MCB to discuss concerns. Many emails not answered, updates slow, Contact is hard by phone. As a result we sought some updates from others. Simon of MCB has been approached and he has stated he is starting a new role with a hotel and wont renew the present contracts as they stand but offers a new process I have obtained MCBs new terms and also three other companies that have been recommended to us via members and contacts
- Free Style web design Lyndhurst, recommended by Simeon at Saber Powersports
- Pin It media Poole recommended by Excel Ribs and meeting her on a film role-
- TLC on line at Calshot recommended locally.
- During this period we went through MCB background and what was being offered for the PCA, we remain in contract @ £1560 per year for all work and updates, this contract concludes at the end of March 2018 and the new offer

to manage will be a CMS Content Management Site costing £600 to complete this- CMS websites are recommended by ALL those quoting the PCA. After this MCB will charge updates at £15 an hour, minimum one hour and £50 to add new member profile. We also would have access to CMS site and be able to update most areas so a real cost saving from present contract 72 hrs for new member on line, Non urgent upgrades with 72 hrs, Urgent upgrades 36 hours, overall costs will be reduced

- Updates via zoom Neil White at Saltire Marine in Scotland that CMS sites are easy to maintain and update
- Others companies- Freestyle- £2125 to build CMS site then £15 a month- TLC-Online CMS site £600 and £35 a month, Pin-It £2536 for CMS site
- First vote was whether to keep MCB – Unanimous decision to go for new website manager- Those on line also agreed
- Second Vote taken to decide on which other quote to accept – All very professional.and offering the same management and website wordpress site-- General discussion on costs and members money-also CMS wordpress site will help us manage the site as well ourselves. Simon Miles- Suggest name several who will be allowed access to do own updates for PCA
- Proposed and seconded that TLC-online should be accepted, Unanimous decision.
- In November 4-11-17 I was contacted about Issues identified concerning a new type of craft Sea Breacher where a company in London plan a charter /hire trip options- Petrol inboard with sealed canopy- Contact with MCA, Port of London and then Royal Docks, Experience companies also concerned. End result March this year the company was allowed to operate under inland waterways licence in Royal Docks, We had concerns on safety which would also impact on our industry in the event of an accident- Concerns of Local Authority codes which does not meet MGN codes- Vessels do not go to sea hence local authority-
- 29-11-17 Report of uncoded vessel operating with BBC Film crew and BAR at Portsmouth. Images and report sent to MCA for their attention. Continued issues with BAR and BBC and also uncoded vessel. This now has been passed to the Portsmouth Harbour board
- January 2018 I have tried to get a better link with Datatag, .; Stolen Boats.org who have been taken over by DATATAG , they are keen to develop a way forward of information on water based crimes reaching our membership as we are on the water more than enforcement teams now. Awaiting development Ongoing
- 7th February Partners meeting at MCA Technical Codes annual meeting, MAIB, CAs, PLA, Workboat association, RYA, British Marine, Harbour Masters,
- Liferrafts- 14 man under review for ISO charter accepted liferaft- not presently allowed
- Discussion about police issues and boarding our crimes- They do not have any interest in enforcement of licence or coding issues- Discussion about boarding powers , Immigration, Drugs terrorism, MCA on board they gain the powers. If a request is made to board it probably means they have no powers and once you give verbal permission they gain that power, If they approach and say they are boarding it probably means they have the power- If a speculative search you give permission and one of the passengers has illegal

items- Those passengers see the search and find, We would be ordered to nearest port and bags collected, One bag left and someone says that was on there when we arrived on the boat! Boat impounded, arrested?

- Challenge to Police and Crime Commissioner for Hampshire concerning plans to close the Marine Police Unit leaving no marine police to attend any event or incident, One of our members is in the police and runs a coded boat and his knowledge is good to have aboard, very supportive, Dorset and Devon and Cornwall have more support for our industry,
- February- meeting with MCA and CAs, and other bodies, changes to MGN 280. Brown Code already in draft but we have not had sight of it, likewise complaint in meeting that original re write of MGN 280 ALL interested parties were involved and this was shut down to BM and also RYA, Many CAs and PCA unhappy with exclusion, we are assured we are part of the draft review when it is sent. Many issues are on hold due to the Cheeki Rafiki court case in case of rulings from the case
- In meeting review of Liferrafts and inflatable buoys for coded vessels, All services and suppliers should soon be listing the contents on cases of liferafts, Inflatable Buoys still under review as are ISO 14-16 LIFERAFTS
- Non Pyro Technic Flares are still under review by MCA and parties, Presently coded vessels excluded as not recognised as an emergency signal, No issues on private boats and awaiting a MIN 464 update on where on coded it may be allowed
- Under the Terms and Conditions of the MCA for technical working group the PCA are now listed as a permanent member and as such we will be asked to meetings and they ask for us to have a representative present. This is a massive development for the PCA being recognised
- We have now almost completed a review of the PCA data protection issues as of 25th May 2018 the new laws commence -General Data Protection Regulation (GDPR)- We will make sure the new website shows this
- The PCA also has for two years now as Ltd Company had the welcomed address at **Hamble Point Yacht Charters** as a company address. **I wish to publically thank them for the continued support with such arrangements**

5. Treasurers updates

Treasurer has apologised for not being able to attend today and has sent through the figures on the sheets which are available to review. Accounts approved- Finances are in a good place, we use PayPal as an option to pay fees. No questions for finance. Unanimously agreed

6. Members updates-

Membership remains stable with slight increase. We see some leave as their businesses close. We are always looking at way to be more pro-active on membership. We are sending out letters of introduction via IIMS and also with to companies involved. Member get Member still works well. Certifying Authorities have a massive database of charter boats, Will also speak with Nick regarding Christensen Lloyd lists – Discussion in the room and also from on line members on how to attract more members, attending boat shows, Scotland members have tried hard at local shows. Face to face contact works better than emails and letters- Consider PCA pay costs to cover meetings trying to attract new members

Vice Chair Updates

- RIBS- Updates on RIB safety document will be reviewed again after other MAIB reports- PCA approached again by RYA and MCA who are re writing

Passenger Safety on Commercial High Speed Craft- Their first draft we responded to and covered many areas of concern that needed another change or update- No new updates from RYA rewrite- Would the RIB safety code transfer to Motor cruisers. Discussion on updates I gained from a member who had full knowledge of this area. RIBs did not have a policy doc but Motor cruiser already have their own manuals

- Power- MCA inspections and Procedure manual must cover all areas of operations- must be updated- equipment, how will it be used and who by. MCA state procedure manuals not up to speed. Requirement for crew to be competent in First Aid, casualty recovery, VHF etc Ensure Crew are knowledgeable – Life raft will be a standard float free on inspection in the future as changes come in- but will accept why float free is not possible and demonstrates to surveyor the life raft can be deployed in a reasonable trial. Inflatable platforms options as recovery option- contact Nick for info, these manuals must be updated Filters or pads on Engine bay and their disposal. LED flares accepted on pleasure craft but under review by authorities, Pyrotechnics will still be required for coded vessel but allowed to carry as extras. Inflatable Danbuoys still not being accepted but under review again. Laser Flares mentioned by Scott at SPR Marine on line has a very good knowledge of these and anyone interested should contact him for advice, Ensure the signage relates to where the equipment is. Dual Coding issues- Boats codes under MGN 280 coded and then a workboat endorsement not a coding, this allows to carry those out who are at work. Discussion over Hydrostatic release dates- Expiry date is what is scratched of the unit. Recent meetings with MCA Hydrostatic release for life raft will become a standard that is required under coding but they will accept a dedicated locker and deployment within a set period if cradle and hydrostatic are not able to fit. Access to the life raft even on a roof must also have easy fast access despite having a cradle and hydrostatic
 - Training- Coded vessels operating without qualified skipper, anyone with similar information sought- These vessels were reported but after MCA they have continued to operate in Devon- MGN 280 also covers qualifications. If there is a need to chase up we will do so.
7. Election of committee- This area was discussed first after a proposal from Simon Miles to change the formula to reduce the number of Vice Chair areas. The proposal was to have
- Chair
 - Membership
 - Treasurer
 - Vice Chair Power
 - Vice Chair Sail
 - Vice Chair Training

PCA Directors to remain as before John McKenzie, Ian Winson, Nick Trainer

- Long Discussion over new set up
- Nick Trainer wishes to stand down from Vice Chair Power role but happy to remain as a director, Rolling RIBS and Power under one position makes sense, Crew and Skippers position has not generated any additional input
- **Membership** Graeme Sign remains after proposal and vote. He then managed the selection of **Chair** again, Proposed and unanimous for Ian Winson

- **Treasurer** John McKenzie although absent had stated he was willing to remain. No other nominations, Proposed and unanimous
 - **Vice Chair Power**- Nominate and unanimous Simon Miles
 - **Vice Chair Sailing**
 - **Vice Chair Training**- Ali Jones Proposed and unanimous
 - **Thanks given to Nick Trainer** for his work for PCA
8. Subscription fees- discussed and agreed the same as previous years
 9. Safety Forum- already dealt with
 10. PCA website management covered in chairs report with decisions
 11. Social Media- covered in main discussions
 12. Future Direction- Need to drive membership from all members and also look at marketing and brand awareness
 13. AOB
 - Thanks to Ian Winson given by Nick Trainer
 - **Annual inspections of coded vessels- self certification, could we offer a service? Maybe offer an inspectorate service, use a third party as an inspectorate. Would PCA members use this?** This has arisen in present court case at Winchester, no changes until this case is completed in all areas. This could be a money generator but also offers a person reviewing the boat instead of the owner, agent etc.
 - **Possible use of a check list for self-certification** is an option
 - Approach RYA to help gain membership ? This was done a year ago and they wont support other businesses. We are not affiliated , is this an area we need to look at ?
 - New Members- PCA presence at Boat Show? Costs, Members at shows? Scotland members have taken are banners to shows. IOW member has done the same, New Get on the Water event on IOW to be looked at. Possible joint venture with others at show to keep costs down. Christensen Lloyd possible venture to be review. Boat show Try a Boat with PCA all over the vessel to gain brand awareness. Question why are you not a member? Social Media drive? Target advertising at end user, Why you should use a PCA members boat. Two target areas- Owner /operators and the end user who charter vessels.
 - Membership Tier? – Bronze, Silver, Gold etc ? – Are you new to the industry? Do we look at 1-3 yrs, 2-5, 5 and up. This area will be discussed by committee. May show continued to professional standards

No other matters AGM brought to a close- Introduction of David Gussman Martek Ltd and demonstrator for Defibrillator. He gave a demo of this equipment and offers to members of a reduced rate on members buying- More in newsletter

A big thank you to all who participated

Ian Winson

Chair

