420 Monthly Committee Meeting
GBR International 420 Class Association
2nd February 2026
Meeting via Teams Meets

Start Time: 19:35

Chair: Piers Sheppherd

In attendance:

Piers Sheppherd
Mark UB
Victoria Skelding
Rosie O'Donnell
Alice Bailey
Steve Smith
David Fletcher
David Davies
Sharon DG
Mark Howard
Isla Fletcher
Claire Fletcher

Apologies:

Claire Upton Brown

1. Welcome

Piers Sheppherd opened the meeting by welcoming all attendees and thanking them for their continued support.

2. Sailor Update

Isla Fletcher joined the meeting to provide the sailor perspective. Sailors had asked whether a group meal would be organised at Draycote. The committee discussed the practicalities and agreed that Draycote is not well-suited to hosting a large meal, especially given the timing of the golf activity. Instead, sailors could meet informally at the hotel or driving range, where pizza is available.

The committee then discussed the March Rutland event. Mark Howard suggested hiring the John Merricks Room for a more structured social evening, and the committee agreed this should be explored.

Actions (Sailor Update)

- **SDG** to contact Rutland SC about hiring the John Merricks Room and arranging catering.

3. Chair Update

Piers requested an update on the transition to a limited company. David Davies explained he is reviewing two sets of precedent Articles to draft a version that meets both legal requirements and the Class's operational needs. The committee agreed it would be useful to understand how other classes have structured their governance. Sharon will review the current Constitution to identify essential elements that must be carried across.

The discussion then moved to the potential new membership/payment system. Piers and Mark will follow up with JG on the Shopify/OurClub Admin work. Sharon will also check whether single-person payments can be processed through OurClub Admin.

Actions (Chair Update)

- **DD** to review how other classes structure their governance.
- **SDG** to identify which parts of the current Constitution must be carried into the Articles.
- **PS & MH** to speak to JG about progress on Shopify/new system.
- **SDG** to check whether single-person payments can be processed through OurClub Admin.

4. RYA Affiliation

Piers and Mark will attend a formal interview with Chris and Nick Scott at the Dinghy Show. The committee agreed that a preparation session is needed.

Actions (RYA Affiliation)

- Schedule a **1.5-hour preparation session** with PS and ensure timing works for the RYA.

5. Welfare & Safeguarding

The committee reaffirmed that Welfare and Safeguarding must remain a standing agenda item. Alice highlighted that safeguarding is broader than incident reporting and includes

proactive planning, especially for international and residential events. The group discussed legal considerations for under-16s and under-18s and the need for robust risk assessments.

Mark noted that the RYA expects committee members to complete the safeguarding course. Alice confirmed she has completed a risk assessment for Greece 2025. GHIC cards should be encouraged for all sailors travelling abroad. Illness following the EOS event was discussed, and Mark stressed that such incidents should be logged.

Actions (Welfare & Safeguarding)

- Identify who should complete the **RYA safeguarding course**.
- **VS** to create a **risk assessment template** based on school models.
- Add **GHIC reminders** to Teams communications.
- Ensure **Welfare** has a dedicated page on the committee agenda.

6. Events

Sharon provided an update on Draycote. The planned juror is no longer available, and the committee agreed the event could proceed without one. Gill will provide a media boat. The Class rib from Lymington will not be required. Mark noted that conditions may lead to pumping.

The committee also discussed the importance of securing training-week-before dates earlier and publishing 2027 dates to support RYA planning.

Actions (Events)

- **Sam (via SDG)** to confirm whether the absence of a juror affects any processes.
- **SDG** to ensure relevant people have access to **OurClub Admin**.
- Publish **2027 dates** to the RYA.
- **PS & MH** to ask the RYA to confirm **training-week-before dates**.
- **SS** to draft the **Jan–May 2027 calendar**.

7. Finance

Piers reported that finances are slightly down compared to last year. The committee discussed moving to a twice-monthly payment cycle before Claire steps down in August.

The carnet reimbursement process was also discussed. Boats must be inspected on return to the UK before reimbursement can be completed. David emphasised the importance of verifying serial numbers.

Actions (Finance)

- **JG & Tff** to arrange inspection of boats for carnet reimbursement.
- **DF** to ensure serial numbers match documentation.

8. Training

Interest in HISC training is high, with 21 boats registered. This requires five coaches, including two junior coaches. Rib availability is the main challenge. Xtremity will provide two ribs, and the Class rib is available; two more are needed. Mark is confident these can be sourced.

Performance training during February half-term will take place in Trearddur Bay with six boats attending.

Actions (Training)

- Capture **payments and entries** for February half-term training.

9. Marketing & Sponsorship

The committee discussed how best to use the Gill sponsorship funding. Ideas included supporting sailors attending international events, increasing Nationals prizes, creating a scholarship-style fund, subsidising transport costs, or hosting a sponsored evening meal. The committee agreed that a structured proposal is needed.

Team kit was also discussed. Last year's bibs were well-received, and the committee agreed to keep the same design with minor tweaks. Additional kit options will be explored.

CR will meet Xtremity to review the sponsorship arrangement. Quaker Oats may attend an event as part of their Team GB partnership.

Actions (Marketing & Sponsorship)

10. Dinghy Show

Steve provided an update on preparations. The stand design is complete, and display materials are ready. Nautivela will supply the boat, and sails are arranged. The Marketplace Wall will display boats for sale, and A5 posters will be created. Sharon will prepare a branded sign-up sheet for the roulette activity.

Actions (Dinghy Show)

- **CR** to confirm what Xtremity and Gill are sending and delivery timings.
- Committee to provide **A5 adverts** for the Marketplace Wall.
- **SDG** to create the **roulette sign-up sheet** with branding and T&Cs.
- Committee to finalise **prizes** for the weekend.

11. International

David Fletcher reported difficulties securing volunteer drivers for international events. He plans to raise this with parents at Draycote. He and Piers will visit the venue the following day to meet organisers.

Actions (International)

- **DF** to raise driver shortage at Draycote.
- **DF & PS** to visit venue and meet organisers.

12. Technical

Mark UB presented the upcoming class rule changes. The committee discussed how to communicate these effectively to sailors and agreed that demonstrating the changes on a boat would be helpful.

A detailed discussion followed on “Outside Assistance”, particularly whether sailors may go alongside a safety rib to make adjustments. Clear guidance is needed.

Actions (Technical)

- **MUB** to produce guidance explaining rule changes.
- **MUB** to contact **Chris McLaughtan** for San Remo insight.
- Technical team to **demonstrate changes** on one boat.
- **MUB** to draft guidance on **outside assistance**.
- Ensure briefings include **no-communication rule** once sailors leave the beach.
- Communications lead to produce a **sailor-friendly briefing document**.

22