

The Society of Master Mariners South Africa

CAPE TOWN BRANCH

Hon. Secretary

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MINUTES OF THE 70th ANNUAL GENERAL MEETING OF THE CAPE TOWN BRANCH OF THE SOCIETY OF MASTER MARINERS OF SOUTH AFRICA WHICH WAS HELD IN THE MARITIME ROOM AT THE SURVIVAL TRAINING CENTRE OF THE CAPE PENINSULA UNIVERSITY OF TECHNOLOGY, GRANGER BAY CAMPUS AT 16:30 ON TUESDAY 23 JUNE 2011

1. OPENING

The Master opened the meeting with all upstanding for the reading of the Mission Statement.

A moment's silence was observed for P St.Q Beadon, H Stohr, R Thompson, D Sievwright, R Hywood, H Hoy and C Tipping who had passed away during the year.

2. PRESENT

R Whitehead, (Master), C Flockhart, B Ingpen, M Schooling, J Clarke, D Henwood, L Crole, J Swart, N Lawson, K Burchell, W Shewell.

3. APOLOGIES

G Mannall, I Little, D Powell, L Maclennan, B Cullen, W Wilson, D Pitcher, M Meyer, A Nicholas, P Coetzer, B Greenwood, M Barnes, S McAllister, S Pearson, C Kingon, F Nunes, O Grapow, A Fussell, G Barker, P Schutz, T Wilson, W Damerell.

4. NOTICE OF MEETING

The Master confirmed that the Notice of the Meeting had been distributed.

5. CONFIRMATION OF THE MINUTES OF THE 69th AGM

The Minutes of the 69th AGM were tabled, and were adopted, proposed by D Henwood, seconded by L Crole, subject to the following correction :
2 – add W Shewell.

5.1 Matters arising from the previous minutes

5.1 NQF Rating for Master Mariner Qualification. R Whitehead advised the meeting that currently the Master Mariner's Certificate is at diploma level, and credit is not given for sea time served after cadetship. He had been to Durban and met with Colin Johnsen, and Ed Pines who is representing SAIMENA on the subject. One proposal is that the currently used Intertanko Deck Officers' Record Book used in the tanker industry could be adapted and used for general purposes to structure and formalize the sea time period. The upgrading of Master's Certificate is important with regard to structured organizations who relied on such ratings to attract and pay personnel, for instance, lecturers at Nautical Colleges and SAMSA surveyors. It has been reported that SAMSA is prepared to fund a top-up of senior maritime lecturers' salaries to help ensure the right people are attracted to the job.

5.1 NSRI. The question was raised whether this subject had been followed up. Hon. Sec. pointed out that B Greenwood had been tasked with this, but he had not heard of anything further. K Burchell undertook to pursue the matter.

6. ANNUAL STATEMENT OF INCOME AND EXPENDITURE AND BALANCE SHEET

As the Hon. Treasurer was not present, the Master and Hon. Sec. advised that they had drawn up the Statement, as a fully audited version was not required. They had reduced the Statement to two pages and took the meeting through it.

6.1 Special attention was drawn to the Assets, furniture and fittings in the Maritime Room, which they had written down from R33,810 to R1, because the value was probably unrealistic, and distorted the Branch financial position. J Clarke stated he had a problem with this. The Master / Hon. Sec. pointed out that this sum had been in the books for years, and it was normal practice to depreciate such items. J Swart advised that he was involved in a number of similar organizations and there was nothing unusual about what had been done. Moving on, it was reported that expenditure for the year had been R 6,821, leaving a total of R10,190 cash. The Hon. Sec. advised that this was enough to run the Branch for another one to two years, and when required further funds would be applied for from the Central Fund. The meeting accepted the Statement on proposal of L Crole, seconded by D Henwood.

6.2 Honorariums

The meeting proposed that Mrs Flockhart could be taken out for a meal in appreciation of her background work. The Hon. Sec. said that he was sure she would appreciate such a gesture.

6.3 AGM Expenses

R 927.55 plus R 662.50 for AGM snacks and refreshments

7. ANNUAL REPORT OF THE COMMITTEE

Report by R Whitehead of the Cape Town Branch Committee to the Annual General Meeting on the 23rd June 2011.

In the 13 months since our last AGM in May 2010 your committee has met every month (usually on the first Tuesday) except for January 2011.

At our last AGM the Hon. Treasurer was not able to attend and deliver a financial report. We are able to report however that at our June 2010 committee meeting our Hon Treasurer presented an audited set of financials for the the committee's approval. These considered satisfactory and signed off.

A proposal submitted by this Branch to last years Congress was that "the Constitution of the Society of Master Mariners South africa be amended to allow for the consolidation of the Executive Committee and its associated Branch into a single entity for the period during which the Executive Committee is located at a place". This proposal was rejected by Congress where it was decided to run the Cape Town Branch and Exco separately but that this should be reviewed at the next Congress.

We believe the original motivation for this proposal remains in place. Effectively, the Branch Master/Exco Vice President (Rob Whitehead), Deputy Master/Hon Secretary/Exco Hon Gen Secretary (Colin Flockhart) have been running both the Branch and Exco. Fortunately, Keith Burchell has recently taken on the Hon Gen Secretary role for Exco. Unfortunately our Hon Treasurer/Exco Hon Gen Treasurer (Brian Greenwood) has been employed for prolonged periods of time outside of South Africa which has severely limited his ability to participate in Society affairs and the Branch Master has effectively run the finances of both the Branch and the Executive.

This arrangement is not sustainable and we must rethink how we are to operate if we want to fulfill our objectives as a Society.

As usual, office bearers will be elected by the incoming committee. If we intend to run Exco and the Branch separately then we need a Branch Master separate from the President of the Society. Rob Whitehead will be standing for President at Congress in September while nominations for the other Exco positions of Vice-President, Hon Gen Sec and Hon Gen Treasurer are unknown at this stage. However should we decide to consolidate Exco and the Branch then the office bearers could be common. This is an important issue that needs to be debated within the society.

We would like to thank the regulars who attend most Branch meetings. Their number varies around 8 members and their interest and contribution is appreciated. Michelle Schooling always makes a meeting worthwhile by ensuring our bar is stocked and snacks are available. Brian Ingpen must also be thanked for his regular attendance and insightful feedback on developments in the broader South African maritime world.

Currently our paid up membership is as follows:

	<u>2011</u>	<u>2010</u>
FULL MEMBERS	66	67
ASSOCIATE MEMBERS	6	4
AFFILIATE MEMBERS	2	3
HONORARY MEMBERS	4	4
<u>RETIRED LIFE MEMBERS</u>	<u>20</u>	<u>20</u>
TOTAL	98	98

We are pleased to report that we have had 4 excellent quality, new Full Members join the Society during the last year as well as 2 new membership applications for approval at this meeting.

Your Branch Master has met with SAIMENA to discuss a common strategy in tackling the upgrading of the Master's CoC. They have appointed one of their Durban members, Edward Pines, to develop the project for the engineering fraternity. Edward is the senior lecturer in marine engineering at DUT. We have been fortunate to involve one our Durban members, Colin Johnsen, Senior lecturer in maritime studies also at DUT to represent the Society in the project. The issue is complicated and there appears to be conflicting opinions between the academic institutions on how to progress the matter.

The next phase of the project is the development of a workbook (based on the new Intertanko Tanker Officers Training Standards Record Book – Command Module (1A) “Time in Rank”). Colin Johnson will be working with a new Durban-based member and serving ship's Master, Capt Hugo Schuitemaker to develop a generic Deck Officer version of this book that will properly structure and record the tasks and projects undertaken during a Deck Officer's qualifying sea time.

It also now appears that SAMSA is serious about recognising the problem of maritime lecturer standards and has stated that they will be introducing a subvention program which will effectively top-up key lecture personnel's salaries to make them competitive.

Your Branch Master has continued to sit on the CPUT Advisory Committee and monitors developments in the formal maritime education sector. We also continue to get regular feedback from Brian Ingpen in regards to Lawhill and the Simon's Town High School as well as other developments in school-based maritime education around the country.

Our annual wreath laying ceremony at the Merchant Navy memorial was held in November and was well attended as usual.

The annual cricket match against SAIMENA was held again this year and we are pleased to report they were soundly beaten by our team.

Significant changes are being proposed to the Society's Benevolent and Bursary Funds that need to be debated. The Bursary Fund is effectively a Cape Town Branch fund but it is proposed to consolidate this fund into the Benevolent Fund for PBO and tax purposes.

In conclusion, the Cape Town Branch is stable but, unless more members become actively involved as office bearers and in projects, it is severely limited in its ability to actively engage in the pressing maritime matters of the day.

During the last working year the Committee met eight times, plus this AGM.

According to the Constitution the Committee sets its own minimum quorum. We recommend that the minimum quorum be continued at three.

Office Bearers will be elected by the incoming Committee. The position of Hon. Secretary still remains vacant. In effect the Master has lately been filling both positions, the former in an acting capacity. The Master has indicated again that he would prefer to step down. Rob Whitehead has volunteered to stand for election as Master. Colin Flockhart has indicated that in the interests of continuity he is prepared to continue for another year as Hon. Secretary, and Deputy Master. We are well represented by seagoing members, but the nature of those positions is that they have to be filled by shore-based members.

The membership of the Branch currently stands as follows :-

	2006	2007	2008	2009	2010
Full	72	73	68	67	67
Associate	4	5	4	4	4
Affiliate	2	3	3	3	3
Retired Life	21	19	18	20	20
Honorary	5	5	4	4	4
TOTAL	104	105	97	98	98

8. ADDRESS BY THE SOCIETY VICE-PRESIDENT

The Vice-President, R Whitehead, advised that G Mannall was not able to perform his duties this year as his wife had a deteriorating illness and they intended to travel before she deteriorated further. He had therefore acted on his behalf this year, and had recently attended the AGM's at Port Elizabeth and Richards Bay. The latter was a very good effort as it was their 25th anniversary. Address attached.

D Henwood proposed a vote of thanks to R Whitehead for picking up the reins and stepping in to keep the Society going.

9. ELECTION OF NEW COMMITTEE

The following Committee members were re-elected :

R Whitehead, C Flockhart, K Tate, L Crole, S Pearson, P Coetzer, J Clarke, T Wilson, B Greenwood, C Kingon, M Barnes. The following additional members were elected, K Burchell and N Lawson.

9.1 Election of Office Bearers by New Committee

R Whitehead advised that he and C Flockhart were willing to carry on, unless there were any other nominations. None were brought forward. R Whitehead advised that the Hon. Treasurer was away a lot, and even when in the country he was based up at Port Owen.

Master – R Whitehead
Deputy Master – C D Flockhart
Honorary Secretary – CD Flockhart
Honorary Treasurer – R Whitehead

10. Reports on outside organizations

10.1 Lawhill Maritime Centre - Simon's Town School

B Ingpen advised that there was a huge increase in costs of utilities in running the Centre. A succession programme was in place. The employment of students graduating to afloat and ashore was very tight. A GBOBA bursary scheme was being piloted through. The quality of students was improving. It could be said that Lawhill is a happy place.

10.2 SAMTRA

B Ingpen advised that the SAMSA funding of the cadet programme managed by SAMTRA is very good.

10.3 CPUT

R Whitehead reported that the University Advisory Committee met twice a year. There is quite a lot happening, and the courses are full. They are working on a degree course for Nautical Studies. One cloud on the horizon is the retirement of Roger Pawley, and finding a suitable replacement.

10.4 Bursary Fund

R Whitehead and C Flockhart reported that there were currently no new candidates.

11. CONGRESS 2011 MATTERS

It was confirmed that Congress would be held in Cape Town on 07 September 2011, prior to the Nautical Institute Command.

11.1 Items for Congress Agenda

11.1.1 Revision of Society, Benevolent / Bursary Funds Constitutions. R Whitehead reported that he, C Flockhart and K Burchell were still working on the rewording and would be forwarded to Branches as soon as possible before Congress.

11.1.2 Other Items for Congress Agenda

K Burchell proposed that while the Society Constitution was under review, it should be clear in the wording that any member could attend, not just Branch delegates.

11.2 Branch Delegates to Congress

D Henwood indicated he hoped to be available.

11.3 Other

Nil

12. GENERAL

12.1 R Whitehead and D Henwood updated the meeting on the Nautical Institute Command Seminar in September. Sponsors were coming forward. The Society is a Supporter of the event.

12.2 The Day of the Seafarer activities were discussed.

12.3 Full Membership applications of M Riddell and S J Almond were approved by the Branch and will be tabled at next the Exco meeting.

12.4 D Henwood proposed that the Society table and chairs stored in the meeting room were not being used and would be better served by loaning them on a long term basis to the Lawhill Centre at the Simon's Town High School. This was unanimously agreed to subject to agreement with CPUT and it being added to the Lawhill's insurance policy.

12.5 W Shewell stated that he was fascinated by what the office bearers were trying to achieve.

13. CLOSURE

The Master closed the meeting at 1915.

R WHITEHEAD

C D FLOCKHART