

HISTORIC NARROW BOAT CLUB
Minutes of the Committee Meeting held at 11.00 am on Saturday 25 November 2017
at Lapworth Village Hall, Old Warwick Road, Lapworth

PRESENT: Phil Prettyman (Chairman), Clair Butler, Sue Cawson, Sarah Edgson, David Daines, Nick Grundy, Mike Harrison, Sarah Levick, David Lowe Iain MacTavish, Norman Mitchell, Michael Pinnock, Ros Prettyman, Val Roberts, Penny Ross, Rupert Smedley, Laura Sturrock.

1 **APOLOGIES**

Apologies had been received from Richard Booth, Bernard Hales, Paul Hunter, Ian McCarthy, Daniel Mawdsley, Alison Smedley, Amy-Alys Tillson, James Tidy.

2 **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

After the correction of Scott Mills to Stuart Mills in item 9.1, the minutes of the meeting held on 1 October 2017 were accepted as an accurate record of the meeting.

3 **AGM 3 MARCH 2018**

- **Constitution, proposed changes to Rule 5 Finance and Rule 7 Dissolution** – Laura and Paul had drafted the wording of a motion to change the Constitution. It had been emailed to all committee members and agreed with minor amendments, now reading:

5 FINANCE

Add (e) Should the Club hold a level of funds which, in the opinion of the treasurer, is in excess of its operational needs whilst having made provision for future projects and maintenance of an adequate reserve then, at the discretion of the Committee, donations may be made to waterways causes, projects and charities likely to deliver benefit to the membership at large. Donations exceeding a total of £2,000 per accounting year will require ratification by a majority vote of those members present at the AGM or an EGM.

7. DISSOLUTION

Alter from ... shall be donated to a waterway or similar charity of members' choice *to...* shall be returned to the paid up Members divided in proportion to the annual membership fee paid.

- It was approved *nem con* at the meeting and would be sent out to members as part of the Notice of Meeting insert in Newsletter 2017/4.
- **Voting** – the procedure for organising voting would be considered at the January meeting. It was felt that the changes to the constitution were not contentious and that, although only members were allowed to vote, a simple show of hands would probably suffice.
- **Committee elections** – Paul had emailed a list of committee posts due for re-election at the AGM, and it would be included in the Notice of Meeting insert in Newsletter 2017/4.
- **AGM speaker** - Phil had written formally to Tony Lewery and was awaiting a reply. [Post meeting: Tony had replied that he would give a talk on narrow boat painting.]
- **Timings** – Laura was asked to find out if the hall could be available until 7pm instead of the usual 6pm.

4 **KEAY & HEMELRYK AWARDS**

James had sent a report that one nomination had been received for the Hemelryk award, but no others. Phil would put out an appeal for nominations at the afternoon's Social meeting.

5 **MATTERS ARISING from the Action List of 1 October 2017** (older items rolled over to January 2018)

- 3 **Social** IT requirements for Alan Jones, bring blank labels, refreshments – completed.
- 4 **AGM** motion and elections – all details ready for Newsletter 2017/4.
Tony Lewery – letter of invitation sent [and confirmatory reply received post meeting].
pre-printed name labels – on-going, being organised with Steve Wood.
- 5 **Port '18** Mike Turpin would bring gathering entry forms to the afternoon Social.
ECPDA space booked for the Shop at Langley Mill rally Spring '18.
Hebden Bridge gathering – planning on-going.
- 6 **Insurance** Phil explained that this matter concerned, not the club's own insurance, but the provision of discounts to club members when insuring their boats. It was felt that the committee would be unwise to allow the club to be seen to be recommending or endorsing any particular insurer in case of future disputes. The

club would offer free-of-charge advertisements from insurance companies offering discounts as a service to members, but would not enter into any exclusivity or committee-post arrangements. Nick commented that it was worth pursuing as a service to members, being another good reason to join, and Sarah E commented that the offer of one-off survey would be a considerable saving. Phil would follow up with Paul and check on progress.

- 7 **Vice chairman post** – to be considered at the January 2018 meeting.
- 8.4 **Lapsed members** – Penny was waiting for advice from Steve Wood, but the list would be produced and emailed to committee members for follow up.
- 8.5 **1890s coal boat records** – on-going.
Photos of Winsford – sent to Richard by Sue.
Purchase of hand held scanner – Iain’s investigations: A4 size, cheapest £40-50, maximum £150, data stored on SD card, technique practice needed to achieve acceptable scans. Sue asked if we could borrow one to try out. Val commented that tunnel book already in scanned format at the Port but of questionable quality. Agreed budget of £100, Iain to investigate further and email the committee if budget insufficient. Agreed to ask for members’ advice at Social meeting in the afternoon. [Post meeting: Mike Turpin had information and would email advice.]
- 8.6 **List of complimentary copies** of Newsletter had been circulated, checked and returned to Penny.
Kevin Rush’s address found at Companies House by Paul.
Brian Nichol’s archive items – Phil drafting letter, address confirmed by Michael.
NB Alton’s advertisement – Amy was chasing up.
Ike Argent recordings – Phil to ask for volunteer transcriber at the Social [post meeting: Teresa Fuller volunteered, David D would send her digitised version for transcription]. It was agreed to research possibilities of software to convert speech to text.
Nick Hill, recording of his HNBC Braunston talk – Sue would ask Roger Fuller at the Social [post meeting: Roger knew nothing about any recording].
Malcolm Braine recording – Ros had found information from Mike Askin and forwarded it to Richard for action.
- 8.7 **Raffle/tombola** – in hand for the afternoon’s meeting. Nick suggested a good response was more likely if a particular cause was nominated. It was agreed to donate to Lichfield & Hatherton’s tunnel appeal and to match the proceeds from club funds. Phil to announce at Social. [Post meeting: £195 raised.]
Clothing supplier – Clair awaiting information from Richard
Woking plaques – Iain had the spare plaques and would trade them in against next order.
Display boards – Iain described the current boards: 8 panels in metal frames, stable, flexible hook+loop system but looking tatty, very heavy, encroached on book storage space in car. For the January meeting, he would research a lighter system with a plastic frame but had reservations about stability on windy sites.
- 8.8 **Pinch points** – Sue now had an up-to-date list incorporating Nick’s latest report, and would take to CRT’s next NAG meeting. Sue would also send the list to Ros for updating the club’s website.
- 8.11 **Awards, mini plaques** – Clair was awaiting a reply from James
Awards, closing date – Ros had advertised it on club’s Facebook page and website.
- 9 **Parts of a Working Boat** (“I-spy”) – hard and soft copy handed to Sue by Phil at the meeting

6 **WRITTEN REPORTS had been submitted from the following committee members, and are contained in the Appendix to these Minutes. These reports were taken as read.**

- 6.1 **Chairman** (Phil Prettyman) – summary of article for 2017/4 Newsletter
- 6.2 **Secretary** (Paul Hunter) – proposed change to club constitution; club insurance and health & safety.
- Ros read out the new questions from the club’s insurers (IWA) requiring information about our H&S policies. Sue would send a copy of Saturn’s H&S policies/instructions and Iain would send briefing notes about Hall layout guidelines. [Post meeting: Alison would send links to IWA H&S documents as club is a corporate member.]
 - Iain would research and purchase rubber mats/rubber channeling to protect against tripping hazards from cables.
 - Iain would ask named club members with H&S expertise for advice.
- 6.3 **Treasurer** (Laura Sturrock) – bank balances; expenses by year end 30 November; Lapworth booking for 2018.
- Important to submit expense claims by 30 November, also to notify her of bank details for reimbursement.

- 6.4 **Membership Secretary** – 1 new member; chasing lapsed members; scheduled meeting with Steve Wood
- Val queried whether a new member's details and payment had been received. Penny would check.
 - Val commented on death of member. Penny would update the records.
- 6.5 **Archivist** (Richard Booth) – no report
- 6.6 **Newsletter Editor** (Val Roberts) – Kevin Rush free membership; new membership leaflets printed; potential new member; exchange magazines with other organisations on the complimentary list.
- New membership forms – committee appreciated Val's work on producing them.
 - Braunston appeared to be asking for £20/car parking fee at its 2018 Historic Boat Gathering. Val would query. [Post meeting: cost confirmed at £20 per car.]
- 6.7 **Club Shop** (Clair Butler) – shop sales; books sold in aid of Saturn; new book received; tombola donations for worthy cause; donated plates for shop.
- 6.8 **Navigation** (Sue Cawson) – increased sticking problems at some locks; engineer's comment about fragility of lock walls; winter stoppages under way; boaters not reading stoppages notifications; Filance lock update; Hurlleston survey; CRT management changes; Northwich dry dock open.
- 6.9 **Press & Social Media** (Amy-Alys Tillson) – enquiries from TV companies; steer requested on Narrowboat topics.
- Suggested topics: water supply in carrying days, drought comparison.
- 6.10 **Website** (Ros Prettyman) – list of queries via website; list of postings on club's Facebook page.
- 6.11 **External organisations** (Alison Smedley, IWA rep) – Middle Level Bill; EA transfer to CRT; IWA Festival of Water 2018; licensing consultations.
- Rupert reported that the London boat show, January 2018 at Excel London, was to have an increased Inland Waterways aspect. The Sandbach, as a "display item", might be able to display the club's banner. Iain to liaise with Rupert and Alison.
- 6.12 **Awards** (James Tidy) – two nominations received for Hemelryk award, none for Keay.
- 6.13 **Area Reps**
- East** (Sarah Levick) – Ely moorings; floating pennywort; Outwell unexpected stoppage; Nene winter stoppages.
- Anti-EA sentiment building up locally
 - IWA campaigning cruise on Old Bedford River
- East Midlands** (Mike Harrison) – User Forum notes; Birdswood's passenger tally; HNBC stall booked at ECPDA.
- Committee impressed with the Birdswood's passenger tally.
- Kenet & Avon** (Nick Grundy) – dredging; Bath moorings; live aboard boats; Blakes lock stoppage; Widcombe locks and other stoppages; planned open day at Seend locks.
- London** (Michael Pinnock) – Galleons Wharf re-development; draft London mooring strategy; continuous moorings illness exemptions; abuse of rubbish facilities; good new Trust operative; NBTA response to CRT licence fee consultation; water shortages.
- The Lea Valley Park Authority were looking to regain control of its banks from the bridge by The Crown public house at Broxbourne to Kings Weir, a sizeable amount of linear mooring. They issued no mooring notices in November. Not clear whether they will allow any mooring in future or whether they will just keep a blanket no mooring policy in place.
- Manchester, Pennine & Potteries (north)** (Ian McCarthy) – no report
- Manchester, Pennine & Potteries (south)** (Rupert Smedley) – User group notes; winter works at Marple; work completed on local locks; Leek branch wooden bumpers; CRT management changes.
- North East** (David Lowe) – free passage reinstated at Goole locks, also for access to docks; Leeds lock open day.
- North Wales & Borders** (Iain MacTavish) – NWB Showcase notes; User Forum notes; Hurlleston problems.
- Role of Waterways Partnerships – Phil highlighted potential problems with members being required to retire after 2 terms and consequent loss of knowledge and experience. David thought this might change gradually.

- Phil would suggest Partnership role as a topic for CRT Council, it being important for canals to be promoted in local communities.

North West (Daniel Mawdsley) – no report

South East (David Daines) – Cowroast lock grouting; SE water shortages; acting CRT waterways manager; wide beams on N Oxford; ignorance of Code of Conduct leaflet.

- Wide boats on narrow canals – Phil would raise topic with Richard Parry and at CRT Council, Sue would do the same at CRT NAG meeting.

South Wales & Severn (Norman Mitchell) – User group note; entrance change at Llanthony Warehouse; stream state boards not working; freehold sold for West Quay shops.

- Facilities block at Gloucester Docks now shut between 8pm and 6am, although accessible with CRT key at other times.

Thames (Bernard Hales) – no report

West Midlands (Sarah Edgson) – communication failures on local stoppages; User Forum notes; Chasewater water shortfall.

7 ANY OTHER BUSINESS

- 7.1 **Waterways World** had published an article with an interesting phrase about the loss of “management memory” when senior staff retired. Phil would mention this to Richard Parry (CRT’s CEO) as a communication problem and ask what systems were in place to prevent it happening. This also linked to the old BW Code of Conduct of which CRT staff seemed unaware. Sue wondered if it was still valid, as it was badged to BW and not CRT.
- 7.2 **Water management** – Rupert reported that, although weekly targets were set nationally, it was up to each area how the targets were integrated with their other local objectives. Sue would raise the topic at the next CRT NAG meeting in February 2018. David D and Michael commented on the serious lack of water reserves in the south east and hopes for a wet winter to replenish them. Sarah E commented on similar problems at Chasewater.

8 DATES, TIMES & LOCATIONS OF NEXT COMMITTEE MEETINGS

- 13 January 2018 11am The Samuel Barlow, Alvecote
- 3 March 2018 10am Lapworth Village Hall, prior to AGM at 2pm
- 2018 meetings to be considered at January 2018 meeting.
- 24 November 2018 10.30am Lapworth Village Hall prior to Social – Laura to check and book.

The meeting closed at 1.10 pm.

Phil Prettyman
Chairman