

RIVER STOUR TRUST COUNCIL

Minutes of the meeting held on Thursday 28th July 2011

at the Visitor & Education Centre, Great Cornard

PRESENT: Mr B. Cornell (BC), Mr P. Edwards (PE), Mrs D. Howe (DH), Mr J. Lunn (JL), Mr A. Richardson (AR)

IN ATTENDANCE: Minutes - Ms C Burrows (CB), RST Member –, Mr N. Temple (NT) – left after presenting his paper (item 7)

1. **APOLOGIES FOR ABSENCE** – Mr R. J. Brown (RB), Mr J. G. Morris (JM), IWA Observer – Mr S. Greystrong

2. **IDENTIFICATION OF CONFIDENTIAL BUSINESS, AND NOTIFICATION OF AOB TOPICS**

It was **AGREED** to discuss Item 11, 12 and 15 under Confidential Business. It was **AGREED** to discuss Data Projector and Signs under AOB. It was **AGREED** to discuss item 7 after item 4.

3. **MINUTES OF THE PREVIOUS MEETING (16/06/11)**

PROPOSED DH/SECONDED BC that 'the 16/06/11 minutes are accepted as a true record of the meeting' CARRIED UNANIMOUSLY

PROPOSED DH/SECONDED JL that 'the 16/06/11 minutes are suitable for publication on the RST website' CARRIED UNANIMOUSLY

4. **MATTERS ARISING FROM THE MINUTES (16/06/11)**

a) **Liz Procter (LP)** – DH commented that the proposal put forward at the last meeting (16/06/11, item 6) was replaced by a discussion on the need to appoint a Project Manager for SSM lock. DH had so far been unable to arrange a meeting date that suited both LP and all Council members.

PROPOSED DH/SECONDED PE that 'a Special Meeting of the Council is arranged to discuss fundraising with Liz Procter' CARRIED UNANIMOUSLY

b) **Link from Bakers Mill to Riverside Path** – PE explained that Babergh District Council no longer have to spend money set aside for this project before an August deadline. There is confirmed date for completion of the work at this time.

c) **Dedham Boathouse** – The storage shed/ticket kiosk has been erected and equipment needs to be transported from its current location.

5. **FINANCIAL REPORT** – Information only (paper saved on file with these minutes).

6. **Weed cutting** – JM had received a quote for weedcutting of £480 per day (4 days plus) from Reedman Services (saved on file with these minutes). The company also manufactures and sells a weedcutter, the 'Weed~Mate', at a cost of £1895 plus delivery (specification saved on file with these minutes). Its compact design enables it to be dismantled to fit into an average car boot making it easily transportable between the upper and lower river stretches. However, there were concerns regarding its capabilities and effectiveness.

PROPOSED DH/SECONDED BC that 'John Morris make arrangements for a demonstration of the Weed~Mate on the River Stour' CARRIED UNANIMOUSLY

7. **Lighter John Constable** – NT presented his paper after item 4 (saved on file with these minutes). It was **NOTED** that the EA are not prepared to amend the byelaws at this time so the Lighter will be based at Sudbury. The Lighter Committee (LC) is considering pertinent issues such as its trip operation, practicalities (getting it in and out of the river, a mooring site, launch ceremony, etc), crew training and financial management. The LC will be meeting with the Pioneer Sailing Trust (PST) at their Brightlingsea base on 23/09/11 at 3pm to determine details specifications. NT said that the LC is keen to consult closely with SBOC to jointly plan the operation of the Lighter. It was **AGREED** that BC and JL represent SBOC at this and future discussions about the Lighter. Friar's Meadow and the Henny Swan were suggested as potential access points to crane the Lighter into the river. It was also suggested that the launch ceremony is held no earlier than August 2012 so as not to clash with the Olympics Opening Ceremony on 27/07/12. Council thanked NT for attending in order to present his paper.

8. **EA Liaison** – Removed from the agenda.

9. **Access River Stour Boating CIC (RSBCIC)/Cornard Lock** – The recent correspondence between RST and RSBCIC had been issued prior to the meeting (saved on file with these minutes) and AR had recently met with RSBCIC, namely Geoff Davies (GD). GD explained that RSBCIC do not support the RST aims of through Navigation so have decided against joining as members. They would like to continue using the lock at Great Cornard and are willing to financially contribute towards its maintenance. It was hoped that RST and RSBCIC will now work more closely together and co-fund river-related projects.

PROPOSED AR/SECONDED DH that 'the requirement for membership to the RST in order to hold a key to access our site is waived for RSBCIC' CARRIED UNANIMOUSLY

BC and JL had recently voiced their concerns regarding safety measures and procedures to RSBCIC volunteers who were taking a group through the lock. GD requests that any concerns are directed to him directly in the future.

10. **S2C Expenses** – JM had submitted costings for the event (saved on file with minutes).

PROPOSED BC/SECONDED JL that 'Council approve the £437 expenditure for the S2C event' CARRIED UNANIMOUSLY

11. **CONFIDENTIAL ITEM**

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13. **Website Update** – The re-design of the website was long overdue to improve user experience and enhance our overall image and a number of companies have been approached for quotes (paper saved on file with these minutes). Propono PR put forward the best quote that comprised the redesign and publication of the website as well as the initial training and support to CB. CB will then be able to maintain the website using the much more effective and user friendly software. Others with specific interests and roles can also be given access rights to update and add content themselves.

PROPOSED PE/SECONDED JL that 'the website is updated in cooperation with Propono PR at a cost of £275.00 with ongoing support as and when required at an hourly charge of £15.00 for the first twelve months.' CARRIED UNANIMOUSLY

It was **AGREED** that the responsibility for the actual work and liaison with Propono PR be vested in PE and CB to the point where final approval is required. AR (as Chairman) and DH (as Secretary) will then become involved at which time approval will be given subject to any amendments required.

14. **Moorings and Storage** – For information only (paper saved on file with these minutes). It was **NOTED** that BC thanked PE for the implementation of the facility.

15. **CONFIDENTIAL ITEM**

16. **Facebook Pages/SLTV Production** – The page was set up by Chris Gosling (new RST member) after his visit to film RST activity for a UK Boating episode. AR and CB are able to update the page and CB hoped to integrate into the new RST website as well as utilise it for S2C e.g. communication method for RST and S2C participants.

17. **Welcome to Flatford Leaflet** – DH sought Council awareness and approval of a £200 contribution from RST towards the production of 30,000 'Welcome to Flatford' leaflets of which it is included.

PROPOSED DH/SECONDED BC that 'RST contribute £200 towards the print run of 30,000 'Welcome to Flatford' leaflets'

18. **MEMBERSHIP – PROPOSED AR/SECONDED DH to 'accept all new members' CARRIED UNANIMOUSLY**

19. **Reports from other meetings** – It was **AGREED** that all committee agendas and minutes be circulated to Council members.

20. **RECENT AND FORTHCOMING EVENTS**

a) **Bakers Mill Community Association AGM, Wednesday 27th July** – AR said that the talk appeared to be received well. The residents are keen to use the VEC for a 'meet the neighbours' event to be hosted by the RST similar to the recent SBOC AGM BBQ i.e. food donations, bring your own drink, £5 per head to go towards purchase of meat. **ACTION: AR to follow up**

b) **Tendring Show** – DH had taken up the offer to set up a RST display in the nautically themed flower marquee. Many leaflets had been taken with the only negative feedback being the lack of progress with SSM lock restoration.

c) **Coracle Regatta, Saturday 6th August** – AR said that the event was very quiet last year and might be dropped next year.

d) **Pirates on the Stour, Bank Holiday Monday 29th August** – JL said that volunteers were coming forward. DH will contact Radio Suffolk to promote the event.

21. **CORRESPONDENCE**

a) **Email from Mayor of Sudbury** – The RST have been approached with two requests. Firstly, to provide overnight accommodation facilities at the Granary and/or the VEC in conjunction with a Sudbury Twinning event; and secondly, to provide a boat trip voucher for the Mayor's raffle. Council **AGREED** that the Granary was not suitable as accommodation whilst there was not sufficient parking at the VEC. It was **AGREED** to provide a voucher for the raffle. **ACTION: AR to follow up**

b) **Email from Rob Brooks (RB), Eden Rose Coppice** – RB had emailed to inform the RST about a couple of issues and to seek Council's opinion. Firstly, it has been recommended to fell nine trees opposite the Granary following a safety check. Of these four seem to be safe to pollard at 5 metres and leave the ivy in place for visual effect then clean fell in 5-10 years. RB says that it will affect the visual aspect from the Granary balcony and is against everything he would like for the woodland but he must safeguard against a tree falling (across the river and hitting the Granary). Secondly, he would like to explore the consolidating of the river bank very near the end of the footpath leading to Mayors Walk, opposite the launching stage. He is considering the implementation of round wooden posts along a length of about 12 metres, dropping chestnut sleepers into the bank and to incorporate iris and king cups. This bank reinforcement is a safety issue since the bank seems to be moving slightly. The path next to this area is used for ambulances, special needs buses and people with debilitating forms of cancer when visiting the wood. Council **AGREED** that the works were necessary and supported the proposals put forward. **ACTION: CB to inform RB.**

22. **ANY OTHER BUSINESS**

a) **Data Projector** – A replacement is required as the focus lens has been damaged. **ACTION: PE**

b) **Signs** – BC informed Council that he had ordered a couple of signs for the Great Cornard portage at accost of £60 although it was suggested that this should have been the responsibility of the EA.

It was **AGREED** to order the new Granary sign from Hudson Signs (to read 'The Granary', to be in lower case excluding capitalisation of the first letter of each word, to use the typeface shown in the proof and to include the Lock Lintel logo).

A Foamex sign was required for the Dedham LRG storage shed/ticket kiosk. **ACTION: DH to obtain quote from Peter Evans, BC to obtain quote form Hudson Signs.**

c) **Francis Batten Plaque** – It was **AGREED** that the wording for the plaque is as follows: 'In Memory of Francis Batten – Founding Member of the River Stour Trust'.

18. **DATE OF NEXT MEETING** – Thursday 8th September 2011 at Stour Sailing Club, Manningtree
MEETING CLOSED AT 22.06