

RIVER STOUR TRUST
MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 8 FEBRUARY 2018
DEDHAM, courtesy of Bob Foster.

Those present: John Morris (JM, in the chair), Emrhys Barrell (EB), Roger Brown (RB), Susan Brown (SB), Bob Foster (BF), Pam Johnson (PJ), Jim Lunn (JL), James Parkinson (JP), Norman Ryan (NR), Jane Rogers (Company Secretary, taking notes), Catherine Burrows (CB, Administrator)
Observing: Mike Finch (MF, Chairman of DVB), Kevin Taylor (KT)

1. Apologies for absence: Paul Brewerton, Graham Simmons, Alan Thomas
2. Minutes of the meeting held on 11 January 2018
EB asked that item 5b be amended to include points of discussion, as he pointed out that in the future, Trustees would need to know how their predecessors had arrived at their decisions. This was agreed. SB also requested that further details be added. This too was agreed. ACTION: JR to amend Minutes of 11.01.18
The Minutes were then accepted unanimously.
3. Matters arising from those Minutes:
 - (a) Identification of confidential items:
 - (i) Discussions re Dedham Lock to be redacted
 - (b) Action Points outstanding:
 - (i) RB and JP still working on actions in Granary Cut. Following a survey it had been agreed that most of the work would have to be carried out manually.
 - (ii) John Morton – JM had written a brief note in the current edition of Lock Lintel and John Mills had agreed to compose a full obituary for the next edition.
 - (iii) RNSC – a meeting had been convened on 12 February to discuss the financing of RNSC, together with other matters relating to the setting up of the Company.
ACTION: GS, JR, MF and SO'S
4. Financial Report – paper previously circulated.
RB requested clarification of a statement in the report submitted to the Council meeting held on 11 January, regarding a recommendation relating to contingency funds. EB queried whether the sum involved was 50% of turnover or of funds held in bank accounts.
ACTION: GS to clarify at Financial/Governance to be held on 22 February 2018
5. Locks
 - (a) Roger Brown Lock- nothing to report.
 - (b) Dedham Lock – KT and JM had circulated a paper relating to a meeting held on 8 February, with Dedham Mill Management Committee (DMMC) which had also been attended by representatives of the Environment Agency (EA). Council was asked to agree the points which needed to be put back to the DMMC for their consideration.
 - (c) Flatford Lock – a problem had arisen with the 3-phase electricity supply which had now been resolved. MF had attended a meeting with Gary Cockett (GC) of the EA. He had been told that the EA would cut off the supply of electricity to the lock site as part of the works decommissioning the tilting gate. Cables would remain under the lock. If RST wanted an electricity supply on the lock island, they would have to pay for its commissioning. GC expressed concern about notices naming the EA around the lock site and told MF that the EA would remove these.
56 Gates site – it was reported that the EA planned to sell the land around the site.
6. Boat Operations – no report
JL reported that a series of First Aid courses would be run over the coming weeks, renewing some 50% of qualifications for Boat and Tea-room crews.

7. Chairman's Report – no report

It was noted that AR had resigned as a director of RNSC.

8. Company Secretary's Report – paper circulated.

JR reported that work was now in progress to rebuild the kitchen in the Granary. CB asked that an expression of gratitude was made to Derek and Margaret Cresswell, and JP, for their help in clearing the tearoom, caterers' kitchen and the store room before work could begin. This was agreed unanimously.

9. Administrator's Report – paper circulated

CB reported that she was unable to process the updating and reprint of the boat leaflet as she was still awaiting information from DVB. **ACTION: MF**

The charges for children on boat trips were not aligned between SBOC and DVB. It was agreed that DVB and SBOC would consult on this, particularly in relation to the lower and upper ages of children. **ACTION: MF and PB**

Coracle Regatta – matter of EA licences for the event to be resolved. **ACTION: CB**

RSUG – since the resignation of Gordon Denney, we have no representative. PJ and JP agreed to take over this role. MF agreed to find a representative from DVB. **ACTION: MF to find rep, CB to notify RSUG of changes**

AONB plans for backwaters – it was suggested that CB send details of these plans to Steve Mann of RSBCIC, and to ask him to monitor the situation. **ACTION: CB**

EB noted that the proposed work would affect any future plans to install a new lock at Nayland. NR agreed to observe works. **ACTION: NR**

GDPR course – MR noted that there were forms available on the internet to help with this.

SVEN – JL agreed to raise this at the next SBOC meeting. **ACTION: JL**

10. Membership Report – circulated

Two new members were approved, unanimously.

JR suggested that the means of approving new members be brought up again to the Governance group.

It was noted that AR had resigned as a member, but that HR had not done so. No action needed.

Awards – paper held over from September 2017, due to pressure of other business
SB talked of the need to consider carefully what honours were awarded.

It was suggested that the criteria set out in SB's paper be adopted as guidelines for awarding Honorary Memberships, etc. be used in future when considering such matters.

Unanimously approved.

Criteria for awards

- What special service has the member given to the Trust? Is this an extraordinary service? How many other people have done the same or more with no reward?
- How many years of service has the member given?
- Has the member made a financial contribution to the Trust or given goods or services to the Trust without charge? Do donors deserve reward?
- Should honours/awards be given for volunteering, or be kept only for outstanding service, possibly over a long period?

11. 2018 Celebrations

Lock Opening – JP had met GRJ shortly before this meeting, and discovered that GRJ had an incorrect date for this event. JM had approached someone else but was awaiting an answer. **ACTION: JR to write to GRJ** to inform of the proposed date

EB suggested asking a representative of the principal funders to perform the opening ceremony. It was noted that representative of the funders would be invited to attend.

It was suggested that GRJ be asked to host a fund-raising dinner, possibly at Le Talbooth in September as he had said he was available then. **ACTION: BF and KT**

12. Correspondence – tabled

The EA had written to notify RST of their intention to carry out works at Flatford to decommission the tilting gate.

Babergh and Mid-Suffolk had written to confirm that the discretionary rate relief currently enjoyed, would continue for 2018-19. EB noted that in the current economic climate, this concession might not continue in future.

RST member Mr L Sebba had written to RST to comment on works carried out at Wiston in 2017, having read the profile of Gordon Denney in Lock Lintel. It was agreed that this letter be sent on to GD. **ACTION: CB** to forward to GD

13. Any Other Business

a) Transfer of Navigation Rights from EA to CRT. EB had circulated information about this which firstly stated that this was unlikely to happen, and a second document, which stated that following representations from the IWA, further consideration would be given to this matter.

b) More membership inclusion – NR noted the need to recruit more members.

c) Improvements in cash flow – NR suggested that membership subscriptions could be collected on January 1, thus improving cash flow in the early part of the financial year. He also suggested that most members would support an increase in subscriptions, and would possibly pay the 2018 amount, then start again on 1 January 2019.

e) NR also queried the possibility of having advertisements in Lock Lintel. It was noted that lack of manpower had prevented this in the past. NR also complimented the editorial team on the quality of the current edition of Lock Lintel.

Walk the River plan as part of the River Stour Festival – NR suggested that by encouraging members to participate in this, might encourage them to participate more in the activities of the Trust, help to recruit new members, and publicise the beauties of the River Stour.

f) NR advised that JM had agreed to speak at the AGM of Nayland Conservation Group, in March 2019.

g) NR reported that there was a tree across the river at Nayland. This tree had been trimmed to clear the footpath. The residents of Nayland were unsure of how to clear the remaining tree. It was noted that this was in hand.

h) MF reported that GD had succeeded in raising £2k from Tesco to replace the picnic benches at Cattawade Picnic Site. It was agreed that MF purchase an appropriate number of benches, including some for disabled access, to be distributed accordingly. **ACTION: MF**

i) JL reported that there had been a delay in fitting new flooring to Francis J. It was also reported that once FJ was back in the water, the trailer would be used to take Dolly out of the water for routine maintenance. **ACTION: SBOC**

There being no further business, the meeting closed at 3.30 pm.

DATES OF FUTURE MEETINGS:

Thursday 22 February 2018 – Governance and Financial Planning meeting – VEC, 2.00 pm
All Trustees invited

Thursday, 8 March 2018 – Council meeting – VEC, 1.00 pm