

## RIVER STOUR TRUST COUNCIL

Minutes of the meeting held on Thursday 24<sup>th</sup> February 2011

at the Stour Sailing Club, Manningtree

**PRESENT:** Mr R. J. Brown (RB), Mr B. Cornell (BC), Mr P. Edwards (PE), Mrs D. Howe (DH), Mr J. Lunn (JL), Mr J. G. Morris (JM), Mr A. Richardson (AR)

**IN ATTENDANCE:** Minutes – Ms C Burrows (CB), IWA Observer – Mr S. Greystrong (SG)

1. **APOLOGIES FOR ABSENCE** – Mr M. Lees (ML)

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

It was **AGREED** to discuss item 8 under Confidential Business. It was **AGREED** to discuss Signs under AOB.

3. **MINUTES OF THE PREVIOUS MEETING (20/01/11)**

**PROPOSED BC/SECONDED JL 'the 20/01/11 minutes are accepted as a true record of the meeting'**  
**CARRIED UNANIMOUSLY**

**PROPOSED BC/SECONDED JL 'the 20/01/11 minutes are suitable for publication on the RST website'**  
**CARRIED UNANIMOUSLY**

4. **MATTERS ARISING FROM THE MINUTES (20/01/11)**

a) **CONFIDENTIAL ITEM**

b) **Granary Balcony** – It was suggested that the balcony design is fundamentally flawed and the schedule of work put forward by Richard Jackson would cost in the region of £20,000. Therefore it had been decided to research an alternative that would comply with general safety requirements but also reduce the expenditure. ML explained that a £2,600 quote has been received and another comparable quote is awaited. **ACTION: To be discussed at the next meeting.**

c) **New boat, weed cutting boat and Francis J canopy** – refer to item 11.

d) **Email etiquette** – Revised paper circulated and no further discussion required.

5. **FINANCIAL REPORT** – PE presented his report (saved on file with these minutes). It was explained that £7,500 relating to 2011/12 Granary bookings has been removed as income from the 2010 accounts. **ACTION: AGM arrangements to be discussed at the next meeting.**

6. **Country Parks and Recreation Sites - Suffolk County Council** – (paper saved on file with the minutes) Council was informed that the Cattawade picnic site was one of the sites and the River Stour Boating CIC (RSBCIC) had explained, at the EA Collaborative meeting in January 2011, that its volunteers have maintained the site for the last five years. Their intention was to express an interest in managing the site (divesting ownership with the Council) and those RST members present at the EA Collaborative meeting were supportive of RSBCIC. It had been agreed that RST would be kept informed of any progress. RSBCIC have since written (letter dated 16/02/11) and it has been confirmed that there will be a bidding process because five other organisations are also interested in the site. Council discussed the importance of the site in terms of the Navigation and it was **AGREED** that it would be a partnership with RSBCIC would be beneficial to both parties. **ACTION: AR to write to RSBCIC about a partnership to maintain the Cattawade picnic site as well as inviting RSBCIC to join RST as members.**

7. **Trading Company** – JM's email was read out to Council (saved on file with these minutes). The RSNC was a dormant company and it was suggested that this could be the trading company with an amendment to its objectives to include profits to RST. SG referred to the IWA set up as an example to explain that not all the profits go to the IWA charity because there needs to be sufficient to make its trading arm viable year on year. Furthermore, the charity cannot give any money to the trading company. There were some concerns of an increased workload should no other volunteers come forward. **ACTION: PE and the Finance & General Purposes Group (formerly known as the Governance Group) to research the option of a trading company over the next three months.**

8. **Partnership Board Minutes 15/12/10** – (paper saved on file with these minutes). Council was informed that the Stour Lighter Group is regularly meeting and there is positive progress regarding its operational base.

9. **Proposal Landscaping VEC** – (paper saved on file with these minutes). It was suggested that the Venues Management Committee (VMC) oversee the implementation of landscaping and care of the grounds at the VEC. It was **NOTED** that JL and BC would join ML on the VMC. **ACTION: ML to arrange VMC meeting.** It was **AGREED** to accept BC's donation of a strimmer on the condition that RST pay for it to be serviced.

**PROPOSED PE/SECONDED DH that 'the Conservation Management Plan be implemented' CARRIED UNANIMOUSLY**

10. **CONFIDENTIAL ITEM**

11. **Boats**

a) **Lower River Group Operations** – Council was informed that LRG are happy with STII's new canopy.

b) **Sudbury Boat Operations** – Council was informed that a larger boat for the Sudbury operations was being researched e.g. a Frolic 31 is currently for sale at £35,000. FJ's canopy support had cost £150 (instead of £800) due to a revised approach and Seamark Nunn will be servicing FJ's engine due to problems last year. Promotional signs to replace the cumbersome 'A' boards taken to the top of Quay Lane are to be researched. BC and SG to research competitive prices for new buoyancy aids (12 small and 12 medium) that are needed to replace those in an unsuitable state for use by the public.

c) **CONFIDENTIAL ITEM**

12. **New office Layout at VEC** – There was concern that the temperature in the VEC office remained too low although a heater has been fitted with a timer device to mitigate the problem. It was suggested that the room was partitioned in order to heat smaller areas. **ACTION: ML to provide costings and design.**

13a) **Proposed purchase of 1.5 tonne digger with IWA** – RB explained that further information had not been forwarded to him before the meeting. SG said that the River Gipping Trust would be interested in a joint purchase of a digger and would match RST's input, subject to cost, storage, trailer and agreement of use. It was suggested that the item be deferred until further information is made available (including any progress regarding the SSM project).

13b) **Land Drainage Consent (Stratford St Mary)** – ML explained that at least five Land Drainage Consent Applications were required and there would be no block consent granted as in the past. However, there was still no response from the EA to his letter regarding draft proposals for the project. The need to progress the project was stressed and it was suggested that it might be necessary to look into the EA's complaints procedure. The East Anglian Waterways Association was already writing to complain about the EA's approach to the SSM project. It was **AGREED** that The Navigation & Conservation Committee (NAVCOM) draft a letter after discussion at their forthcoming meeting. **ACTION: AR to inform NAVCOM.**

14. **CONFIDENTIAL ITEM**

15. **MEMBERSHIP** – (paper saved on file with these minutes). It was explained that payment has since been received from both a lapsed and administratively cancelled member. Also, the two new members followed JM's talk to the Earls Colne Society. It was **AGREED** to accept the new members.

16. **RECENT AND FORTHCOMING EVENTS**

a) **Sudbury on Show, Saturday 19<sup>th</sup> March (9am-3pm)** – CB has booked a stall (indicating a preference to St Peter's rather than Town Hall) and RST volunteers will be contacted to man the stall.

b) **RST Social Event, Wednesday 30<sup>th</sup> March** – An afternoon event (tea and cake) is planned to enable those unable to make the evening social events. A flyer will be enclosed with the forthcoming Lock Lintel mailing.

c) **Great Cornard Community Fete, Saturday 30<sup>th</sup> April (1pm-7pm)** – The event takes place at the Stevenson Centre and CB has expressed an interest in having a stall although further details are not yet known.

d) **River Deben Trip [with River Gipping Trust], Saturday 17<sup>th</sup> September** – Up to 54 people could enjoy the boat trip (£12 pp) and it was **AGREED** to include details of the event with the AGM mailing.

e) **Tendring Show, Saturday 9<sup>th</sup> July** – DH said that RST attendance could be worthwhile because there was a maritime theme this year.

f) **Ipswich Maritime Festival, Sat 20<sup>th</sup>-Sun 21<sup>st</sup> August (10am-6pm)** – SG offered to send on details.

#### 17. **CORRESPONDENCE**

##### a) **CONFIDENTIAL ITEM**

b) **Offer of help from solicitor** – A solicitor, Russell Bardrick, has been in touch (email dated 21/02/11) offering professional advice to the RST on a pro bono basis. **ACTION: DH to contact Russell Badrick suggesting that he join the RST as a member and also attend the next RST Council meeting.**

c) **Funding Seminar** – The item was dismissed once that attendance fee of £150 was pointed out.

d) **Boxted Mill Canoe Portage** – The EA have managed to reach an agreement that necessitates that a maximum of 300 craft take part in the S2C event. JM (2011 S2C organiser) is aware of this stipulation and is happy to proceed. It was **AGREED** to formally accept this condition. **ACTION: AR to complete and send on behalf of the RST.**

e) **Work Placement** – AR explained that a temporary placement could be arranged to assist with office duties and this has already been discussed with CB. **ACTION: AR to look into for discussion at the next meeting.**

#### 18. **ANY OTHER BUSINESS**

##### a) **CONFIDENTIAL ITEM**

b) **Vice President** – It was suggested that Peter Hesketh be invited to become a Vice President.

**PROPOSED BC/SECONDED RB that 'Peter Hesketh be offered the role of Vice President' CARRIED (7 in favour, 1 abstention)**

c) **Granary steps** – It was **AGREED** to accept J. Mills' re-design for the steps leading to the jetty and decking area was shown to Council. The revised layout will make the steps safer to use and possibly create another storage space on the bank for a rowing boat.

d) **Granary Shed Storage** – There was a need to re-organise the shed before the start of the new season. It was unknown whether EM's old batteries were of any use and it was **NOTED** that BC/JL would approach MF for advice. Furthermore, alternative storage was required for combustible and flammable items but it was unknown where this could be located on the site but AR advised that a fireproof cabinet could be kept in the shed.

19. **DATE OF NEXT MEETING** – Thursday 17<sup>th</sup> March 2011 at VEC, Great Cornard

**MEETING CLOSED AT 21.40**