

RIVER STOUR TRUST COUNCIL
Minutes of the meeting held on Thursday 21st April 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)

1. **APOLOGIES FOR ABSENCE** – Mr R. J. Brown (RB), Mr J. G. Morris (JM)- arrived at 21.15, IWA Observer – Mr S. Greystrong (SG)

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

It was **AGREED** to discuss item 4c under Confidential Business whilst Granary Bar Management, Managing a Masterpiece Office Use, Keys, VEC Camping, Cleaner and Caretaker Wages; and Weed killer at VEC to be discussed under AOB.

3. **MINUTES OF THE PREVIOUS MEETING (17/03/11)**

PROPOSED DH/SECONDED JL that 'the 17/03/11 minutes are accepted as a true record of the meeting' CARRIED UNANIMOUSLY

PROPOSED DH/SECONDED JL that 'the 17/03/11 minutes are suitable for publication on the RST website, subject to the exclusion of Confidential Items to include item 15a' CARRIED UNANIMOUSLY

4. **MATTERS ARISING FROM THE MINUTES (17/03/11)**

a) **CONFIDENTIAL ITEM**

b) **Granary Balcony** – It was unclear whether Stuart Mead was available or indeed a suitable choice to carry out the works, as agreed at the last meeting. BC has made arrangements for alternate contractors to visit the site and submit quotes. It was suggested that scaffolding was an appropriate safety measure until the work could be carried out. **ACTION: AR to seek professional advice from a structural engineer.**

c) **Country Parks and Recreation Sites** – There was no further information at this time. **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.**

e) **CONFIDENTIAL ITEM**

f) **Work Placement** – Council were informed that there had still been no response to AR's enquiry.

g) **Work Parties** – BC has taken on the role of Work Party Coordinator. PE said that RST member, Gareth Cole (GC), has offered to carry out strimming on the VEC site, as required. **ACTION: BC to contact GC.**

5. **FINANCIAL REPORT** – For information only (paper saved on file with these minutes). It was **AGREED** to postpone discussions regarding the setting up of a trading company.

6. **Individual Submissions** – PE referred to his paper (saved on file with these minutes) regarding submissions by individual Council members. A procedure was put forward to 'avoid the situation where the Council does not have the benefit of the proposer's views to enable it to make a balanced and appropriate decision'. AR pointed out that majority rules under corporate governance but he did accept the sentiment of the proposal.

PROPOSED PE/SECONDED BC that 'when a written submission is made to the Council by an individual member of Council; the item is placed on the Agenda in the usual manner and the papers relating to the matter are circulated but if for any reason the Council Member is unable to be present at the meeting; that the item is either deferred to the next Council meeting or the decision is only made subject to further discussions and the agreement of the Council member making the proposal' CARRIED UNANIMOUSLY

7. **Electric Outboard Motors** – It had been clarified that the two electric outboard motors had been donated by Emrhys Barrell but had not been regularly used so JL asked whether it was viable to use, sell or offer them for hire to RST members. RB had said there monetary value was low but they could be on standby to power the RST workboats, Dolly or Laurie B, as required.

PROPOSED BC/SECONDED DH that 'the two electric outboard motors are made available for use by RST members for a donation towards the electricity costs' CARRIED (4 in favour, 1 abstention)

ACTION: SBOC to prepare a policy for use of the electric outboard motors.

8. **Minutes: Navigation & Conservation Committee (02/03/11) and Lower River Group (06/04/11)** – Information only (saved on file with these minutes).

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

10. **RECENT AND FORTHCOMING EVENTS**

a) **RST Social Event, Wednesday 30th March** – This event had been well attended so the last Wednesdays in May and July have been set for similar events at the Granary.

b) **Boat Operations and Tea Room, from Easter Sunday** – The National Trust are planning to produce 50,000 copies of a 'Welcome to Flatford' leaflet with prices for advertisers to be tailored to the size of the organisation. CB reported that she had been able to promote the Sudbury Boat Trips in the Gainsborough's Week leaflet without charge for the second year running.

c) **Great Cornard Community Fete, Saturday 30th April (1pm-7pm)** – Allocation of a stall has been confirmed but further details about the event have not been provided. **ACTION: CB to follow up**

d) **Teddy Bear Boat Rides, Monday 30th May**

e) **SBOC BBQ, Friday 15th July** – This will be held at the VEC and had been provisionally booked for 24th June.

11. **CORRESPONDENCE**

a) **Public Consultation into Future of Waterways in England and Wales** – The press release issued by British Waterways (saved on file with these minutes) encourages 'all those who have an interest in the nation's magnificent former industrial waterway network to take part [in the consultation process regarding proposals for a new charitable trust to take over the management of the waterways]'. It was **NOTED** that the consultation process ends on 30/06/11. **ACTION: DH and AR to draft the RST's response for Council approval at the May meeting.**

b) **Sudbury Market Town Partnership (SMTP)** – All Sudbury on Show exhibitors are automatically members of the SMTP and are invited to attend its evening AGM at Gainsborough's House on 27/04/11. **ACTION: AR to attend.**

c) **European Route of Industrial Heritage (ERIH)** – An invoice for £90 has recently been received for membership to ERIH (September 2009-October 2010). Former Council members, Lesley Ford-Platt and Tony Platt, had dealt with RST's inclusion in this scheme and it was not clear where the relevant paperwork was located. **ACTION: PE to contact ERIH for further information/supporting paperwork.**

12. **ANY OTHER BUSINESS**

a) **Granary Bar Management** – AR explained that there are currently approximately 15 confirmed bar bookings. Former bar volunteers have been approached and are not able to commit to helping whilst there has been no response to the recent appeal in the April newsletter. AR has approached a company that can provide staff and stock for the bar, should the latter be required.

PROPOSED BC/SECONDED JL that 'outside sourcing for the management of the bar is pursued' CARRIED UNANIMOUSLY

b) **Managing a Masterpiece (MaM) Office Use** – AR apologised that there had not been a formal Council discussion and that the arrangement had not been formalised with MaM. It was **AGREED** that a non-fiscal agreement should be produced. **ACTION: AR to formulate draft for F&GP group to finalise.**

c) **Keys** – It was suggested that an actual deadline date of the end of May is set for the Granary compound padlock to be changed. **ACTION: CB to prepare notice for gate and to research a suitable option such as Abloy keys that require authorisation to obtain copies.**

d) **VEC Camping** – It was pointed out that MaM employee, Dan King, has recently stayed overnight on the site at least three times. It was suggested that organised groups, having agreed arrangements and payment to camp overnight on the site, is preferable in terms of planning, income and insurance requirements. **PROPOSED AR/SECONDED JL that 'Dan King is allowed to camp on the site on an ad-hoc basis' NOT CARRIED (2 in favour, 3 against)**

<It was **NOTED** that JM arrived at 21.15>

e) **CONFIDENTIAL ITEM**

f) **Weed killer on VEC site** – It is not known who has applied weed killer and it appears to have been sprayed along the fence line externally to our site but has breached our perimeter. JL pointed out that it is an offence to use weed killer within a certain proximity to a watercourse. It was **AGREED** to monitor the situation.

13. **DATE OF NEXT MEETING** – Thursday 19th May 2011 at Stour Sailing Club, Manningtree
MEETING CLOSED AT 21.30