

River Stour Trust Council

Minutes of Meeting (virtual via Zoom) Monday 6th July 2020 at 2.00 pm

Present: P. Brewerton (chair), J. Lunn, E.Barrell, R. Kearton, J. Rogers, A. Thomas, S. Durham, C. Burrows, M. Finch(observing)

Apologies J. Parkinson

1. **Minutes of last meeting.** These were accepted with 1 amendment. Mike Finch had questioned whether the design of the VEC as rebuilt tallies with the design approved by planners, notably in terms of the roof overhang. PB undertook to contact the surveyor to check.
2. **Reports.** CB produced the financial/management report [REDACTED].

Office staffing

- No set hours/days at this time but regularly checking emails/phone messages.
- Bridge Project Office can be used 8.30am-3pm – no visitors. No internet on site at the moment (engineer due 13 July).

Granary Bookings

- 4 July Wedding Ceremony

Went ahead with increased attendance but no issues on the day. Risk assessment and layout with social distancing prepared and issued to hirer and Suffolk Registration Office. £350 damage/breakage deposit refunded back to customer today.

Suffolk Registration required an additional COVID-19 Wedding Ceremony Layout that met their current guidelines with ALL chairs to be 2m apart. This facilitates capacity of at least 8 people*: The couple - 2 registrars - 2 witnesses - 2 other people (*Venue Representative is not included in this total but is able to socially distance by 2 metres+ throughout proceedings).

2020 kings postponement confirmation:

- 22 August (wedding ceremony only) - postponed until Sat 13 Feb 2021.
- 24 Sep (wedding ceremony & reception) - - postponed until Thu 9 Sep 2021.

2020 Bookings to go ahead?:

- 30 Oct party - postponed from 17.04.20. Paid in full. Might yet be postponed until next year.
- Outdoor Hire Centre (Gordon Hardy) safety training all day sessions. Enquired after 7&8 July at short notice but confirmed he's implemented Plan B! Special T&C were prepared and can be utilised for a possible future booking (as circulated). FYI: £200 pre-paid for April sessions to be treated as donation.

Land and Jetty at SSM

There has been contact from SSM parish council who have a licence for maintenance of this land. Until 31/12/19 we had a licence of access for the same land. This licence was not renewed, despite letters from AT, probably because the person dealing with it had left. EB had also been in contact with the agents. After a long discussion it was agreed that

- EB continue to negotiate for renewal of our licence.
- MF discuss official handover of jetty from River Stour Boating to the Trust.
- PB/MG try to get access to the SSM parish council online meeting.

In addition, Gordon Hardy has proposed setting up some sort of group of commercial river interests. Agreed it was worth pursuing so PB would set up a meeting with GH to explore.

VEC. Building progressing well, end of July possible handover date. Request from EA to share office space on a part time basis. This was approved in principle.

Future operations of the Trust

Granary. With the success of the July 4th wedding and the plans put into place for Outdoor Hire Centre Training (although that did not actually take place) it appears that the main hall of the Granary could now be re-opened for small group activities such as training, meetings (but not yet Yoga) provided customers complied with the special booking conditions, and an increased charge to cover cleaning. We would also need to set up a more rigorous cleaning regime, which may involve de-furloughing either other staff, or using a contract cleaner. CB to discuss with previous/regular hirers.

S2C. PB had been in contact with Paul Separovic/Matt Yallop of the EA and Seb Cailles, last year's organiser. Rushbanks camp site keen to go ahead. Issues noted were EA and RST marshals will not be able to help paddlers with portages, locks will not be available due to social distancing issues, check in will need to be online, no overnight storage at Granary. We may need to de-furlough either more hours for Manager or some time for Admin Asst to deal with bookings/paperwork.

Proposed we look at running an event along the following lines.

- Limit of 100 boats. £60 per boat, single or double.
- Competent paddlers only – no children or dogs or boozers.
- Online booking and check in.
- Each crew to have their own support crew/vehicle to drop off at Sudbury, meet at Rushbanks, collect from Cattawade.
- RST provide toilet/washing facilities at lunch halts. Explore Bures Scouts/Swan PH for lunch provision, otherwise self-catering.
- RST provide teas/coffees and buns at Rushbanks/Cattawade.
- Portages marshalled where possible but only to ensure proper path taken, no assistance with boats. If no marshal available route will be defined by stakes and tape.

Boat operations. Still unclear about EA permission for trip boat operations although Govt. have withdrawn banning order.

Possibility of HSLC charters using JC, but need more trained JC crews. JL to organise some training for those who want it. No pressure to be put on volunteers.

DVBOC may put one frolic in the water for training purposes.

No bookings or passenger trips to be undertaken until next council meeting, beginning of August.

Tea room. Position remains unchanged, volunteers not keen on opening yet.

Any other business. SD had produced a QR code for the trust for fund raising purposes. To share with CB for including on posters/flyers etc.

Date and time of next meeting. Monday 3rd August 2.00, via Zoom.

The meeting was recorded and a verbatim copy is available on request but cannot be emailed due to file size.