

**River Stour Trust Council Meeting (virtual via Zoom)**  
**Monday 20 February 2023 at 7:30pm**  
**Minutes [The meeting was recorded]**

Present: Trustees: Emrhys Barrell, Richard Blay (RB), Paul Brewerton (PB), Steve Durham (SD), Jim Lunn (JL), Jane Rogers (JL) - Others present: Catherine Burrows (CB)

1. **Apologies for absence:** Maggie Gardner (MG), Mike Finch (MF) – everyone wished Mike speedy recovery.
2. **Minutes of last meeting:** Jane Rogers had been present at the last meeting. It was **AGREED** to accept the minutes with this amendment. There were no redactions identified for the online version.
3. **Matters Arising:**
  - i. IWA assessment visit – There had been good attendance and positive feedback from Andrew Phasey who has taken away our training documentation to review. There should be no issues if RST operational procedures comply with IWA guidance. It was hoped that a document attesting to our compliance would be provided for our records.
4. **Reports**
  - A. **Financial / Management** (joint paper circulated)
    - i. PB to meet with Lisa and CB to progress Treasurer role.
    - ii. The financial report was missing the usual reminder that BBL balance resides in Reserves but is repaid from Main Account. There was a suggestion that there had been previous discussions to temporarily reduce the monthly £1000 Reserves top up to £500 whilst the BBL was being repaid.
  - B. **Management**
    - i. GASDS – We can claim 25% without a Gift Aid declaration for cash/card donations of £30 or less from an individual, subject to certain restrictions and keeping good records.
    - ii. Membermojo – A potential low-cost (£75 per year, up to 500 members) for managing our membership records was suggested. Benefits included automating repetitive tasks and providing members with a simple, quick and modern way to manage their membership. **ACTION:** It was **AGREED** that CB and MG research this option and, if happy to proceed, oversee its implementation.
    - iii. Website – It was **AGREED** that CB approach Community Action Suffolk for website refresh/upgrade (circa £1200, +£60 per year for hosting and back-ups).
    - iv. Granary Fire Exit – In response to the verbal assessment, in lieu of the written report, the main repairs had been completed. It was **AGREED** that we re-engage the surveyor to give professional assessment of repairs undertaken by volunteers.
    - v. Tea Room – Margaret Cresswell was unable to continue in the role of Tea Room Manager this season due to health concerns. Everyone expressed their best wishes and thanks to Margaret for her invaluable commitment over the years. The tea room volunteers are due to meet on 21st March to discuss a way forward this season.
    - vi. Sudbury Rowing Club – SRC have raised silting up of Gasworks Cut and were asking after dredging by RST. We have advised that this falls behind other projects requiring a substantial sum of money and resources (Dedham Lock, Granary fire exit).
    - vii. Eden Rose Coppice – Rob Brooks would like to talk to us about possible removal of the Willow overhanging Gasworks Cut opposite the Granary. He has also asked after any progress regarding the land swap. It was clarified that RST is seeking to take ownership of the riverbank opposite The Granary whilst Eden Rose Coppice take on the path by Corporal Lillie Close. **ACTION:** JL to contact Charities Commission and clarify the land swap situation then follow up about this and the tree with Rob Brooks.
    - viii. Nayland Anchor collaboration invitation – EB stressed the importance of a good relationship with a riparian owner with river access. **ACTION:** EB to follow up.
  - C. **Membership** – no report.

#### D. SBOC

- i. Boat maintenance was progressing well with the new team. On course to relaunch boats in time for Easter weekend. Personal training development programme to be phased in during the season.
- ii. Plans to crane JC back into the water during April. Advice was being sought from Heritage Marine about whether antifoul is required on top of the epoxy paint. It had been noted that the water getting between the epoxy and antifoul layers that had meant the additional cost of steam blasting before the new paint coat could be applied.

#### E. DVB

- i. The maintenance team were concerned that the new propellers had not arrived yet. EB will follow up.
- ii. Boat radios - £360 (exc. VAT) for 4 radios and £75 (5-year licence for River Stour Trust). Charging stations to be added onto the boats. It was **AGREED** to proceed with this purchase.
- iii. Plastic boxes to be purchased for storing items and mitigate mould growth from damp conditions.

#### F. Dedham Lock

There had been a recent meeting on Zoom. It had been agreed that EB, SD and Alan Ryan will be the project team and the next phase will be EB's specification brief to be offered to possible contractors. The actual updated budget had been prepared. **ACTION:** EB to circulate updated budget to Council.

#### G. River Maintenance Group

- i. There have been five sessions so far with the positive benefits being both practical improvements to the area as well as increased RST visibility to be recognised as an asset to the river and its surroundings. RB had spoken to AONB officer, Clare Cadman, who indicated there could be grant funding for proposed future works to improve walkway and disabled access at Cattawade.
- ii. Cattawade works – RB had circulated proposed works at the site (car park resurfacing, fencing repairs, bench repairs and general tidying). An additional item for discussion was the canoe platform and fishing platforms that had been closed by the EA although RST have correspondence and land registry document that confirms transfer of these EA structures to RST in 2016. It appears this has not been effectively communicated between EA departments, but a considered approach might elicit some available funds towards the necessary repairs. **ACTION:** Defer decision on Cattawade structures until next meeting. However, the other proposed Cattawade works can be undertaken.

#### 5. Health & Safety

- A. Lifejackets – Volunteers have been carrying out the laborious and time-consuming annual servicing of RST crew lifejackets (15 DVB, 18 SBO) and it was recommended to outsource this for next season. The usual charge for professional servicing was in the region of £12-15 but Suffolk Marine Safety (based in Ipswich) were offering a favourable quote of £8 (+VAT) per lifejacket with additional charge for parts. Graham Garden has kindly offered to deliver and collect the lifejackets. It was **AGREED** to implement this for 2024.

#### 6. Environmental – nothing to report.

#### 7. Lock Lintel – It was **NOTED** that expected contributors might need chasing.

#### 8. AOB

- A. Cattawade signage –
- B. Trees in river –

#### 9. Next meeting: CB asked whether meetings could return to daytime hours.

Tuesday 21 March 2023, 7:30pm