

River Stour Trust Council Meeting
Tuesday 25 April 2023 at 1:30pm
[virtual via Zoom - meeting was recorded]

Present - Trustees: Paul Brewerton (PB), Steve Durham (SD), Maggie Gardner (MG), Jane Rogers (JR)
Others: Catherine Burrows (CB), Alan Ryan (AR)

1. **Apologies for absence:** Emrhys Barrell (EB), Richard Blay (RB), Mike Finch (MF), Lisa King (LK - accountant), Jim Lunn (JL).
2. **Minutes of last meeting:** It was **AGREED** to accept the minutes with no redactions identified for the online version.
3. **Matters Arising:**
 - a) **Boat Registrations** (21.03.23, item 8, i) – The EA had accepted the applications for the trip boats but had pointed out the boats, Wendy and Annabelle Rose, require BSS (Boat Safety Scheme) certification. **ACTION:** CB to report back as it had been thought Annabelle Rose would not require this certification whilst Wendy's last BSSC might not have expired.
4. **Reports**
 - a) **Financial** (draft budget for income had been circulated) – PB will review actual income to monitor progress. An expenses budget is being prepared which will facilitate financial planning for projects. [AR was welcomed to the meeting]. It was also intended for the 5 Year Plan for RST operations and assets to be updated.
 - b) **Management**
 - i. **Vice Presidents, Lord Andrew Phillips** - It was understood he had passed away earlier in April, so an acknowledgement of this sad news is to be added onto the website.
 - ii. **Newsletter** – in addition to the trip boat relaunch and river maintenance activities articles, CB had added: Clean Water Initiative and Tea Room promo (both including call for volunteers) and forthcoming events. There were various links for readers to click and find out more e.g. booking events online, reading more on Clean Water Initiative. CB had extracted images from a word document but next time will need images sent as separate files. It was suggested that newsletter circulation months for each issue would be beneficial to help set copy deadlines and coordinate content with our activities. It was proposed: Spring issue in Mar/Apr, Summer issue in Jun/Jul, Autumn issue in Oct, Winter issue in Dec. SD asked whether the newsletter would also be available online and circulated to a wider audience as Lock Lintel had been. However, he also queried the 2022 figures in the current newsletter that did not reflect our expenses, so it was decided not to publish the current newsletter at this time.
 - c) **Membership** – No report. There have been problems with the membership email address, so the RST laptop is currently at the office enabling Technology Tamed to rectify the problem.
 - d) **SBOC** –JC is taking on water since being returned to the water although the crane operator noted that she weighed half a tonne less than when she was removed from the water initially. There have been problems with the bilge pump (additional one purchased) and Brian Kennel will be visiting to offer his expert advice this week. Ian Rutter is booked to work on JC electrics on 3 May.
 - e) **DVB** – MF has formally stood down as DVB Chair with AR newly appointed in the role. It was **NOTED** that everyone wished to express their gratitude to MF for his efforts and contributions. AR said that a need for a Vice Chair had been identified and this was fulfilled by the newly appointed Graham Gardner. A total of 6 DVB Senior Skippers have been appointed to help with ongoing training/CPD assessments.

- f) **Dedham Lock** – EB had circulated update by email. He is in direct contact with Charles Baker who has the project brief to see if his suppliers or inhouse team would be interested in the project. AR asked about the lock island piling and it was explained this was phase 2 and Kevin Taylor was still liaising with the residents on our behalf.
5. **River Maintenance** - The Fen Bridge and Stratford St Mary Lock Chanell tree blockages have been resolved at a discounted cost thanks to RST volunteers assisting Dedham Vale Tree Surgery. It was mentioned that the EA must not start to presume that we will be able to take similar action in all instances. A budget for land maintenance needed to be factored into our financial planning.
6. **Health & Safety** – SD reported that non-branded crotch straps had been found to of inadequate quality, so a quote was being obtained for the Baltic crotch straps.
7. **Environmental**
- a) **Clean Water Initiative / Designated Bathing Water Application** – This was progressing well with Anglian Water scheduled to visit again on 9 May.
8. **AOB**
- a) **Granary Fire Exit Structure Report** – CB is chasing for this overdue report.
- b) **Cattawade Signage** – two sizes of the map style signs have been sent to both VEC and RB.
9. **Next meeting:** Tuesday 23 May 2023, 1:30pm