

River Stour Trust Council Meeting
Tuesday 19th November 2024 at 2:00pm
[virtual via Zoom - meeting was recorded]

Present - Trustees: Paul Brewerton (PB – Chairman of Council), Steve Durham (SD), H. Gallo (HG - Treasurer), Jim Lunn (JL), Jane Rogers (JR), Alan Ryan (AR), Kevin Taylor (KT)

Others:

1. Apologies for absence: Emrhys Barrell (EB), Catherine Burrows (CB)

2. Minutes of last meeting

Item 4b - Amendment as per EB's email to all

Item 4d - Redaction for online version (sale offer price)

Item 4g - Removal of superfluous details (paragraph 2, delete sentences starting 'One of these...' and ending 'working with wood.'

ALL AGREED UNANIMOUSLY

It was **AGREED** to accept the 08.10.24 Council minutes as a true record of that meeting, subject to amendments and redactions for the online version.

3. Matters Arising: as tabled on Agenda.

4. Reports

a) Financial (comparative Period and Year Profit & Loss Report had been circulated)

We are in the process of migrating accounts over to new accounting software, Xero. Until we are confident of deactivating Sage, CB is using Sage and Xero concurrently. HG referred to high level of expenditure, but bank accounts remained healthy.

b) Management - No report

c) Membership – No report.

There was a misunderstanding regarding voluntary activities equating to non- payment of a membership subscription. Our current Commercial Combined Insurance has Member to Member clauses, so every member is insured the same as RST is as an organisation whilst volunteers are only insured as third party liabilities.

d) SBOC

- Steve Giudici has taken on permanent role as SBOC Chairman. PB will invite him to attend Council with an option to be co-opted.
- Quotes had been obtained for necessary boat cover repairs (significant repairs to FJ with lesser repairs to EL). Sail & Cover's quotation of £3,000 was put forward for Council approval - **AGREED**.
- Rosette and FJ were safely taken out of the water, whilst EL remain as being used for Santa Boat Rides.

e) DVB

- The grant application for Mobiboat renovations depends on confirmation from National Trust Flatford (NTF) that RST will be able to use Granary jetty for its operation.
- AR thanked everyone that sent information about the sluices which was forwarded to assist NTF's review.
- Elite Covers have been selected to carry out works for Trusty's cover (waterproofing, new stitching and zips giving 3 years lifespan) and Kathleen's cover (works to be determined). A budget of £3,500 was **AGREED**.
- Jax's barn has been inspected by SD and Ian Connelly. They found that the whole timber structure was made of pine (not oak) and is riddled with woodworm. Jax had said she would pay for replacement of the missing tiles and panelling repairs if RST would oversee the works. However, the condition of the barn warrants more extensive repairs to the roof. Restrictions to access were inherent difficulties that would

make it a struggle to entice a willing contractor. This does mean that alternative storage for the boats will be required before the end of the 2025 season.

f) River Maintenance Group

- The tasks assigned to RST regarding Flatford bank breach works have been completed.
- It should not be presumed that RST will be involved with resolving any further breaches along the stretch.
- A new jetty at Cattawade requires EA permits and budget not yet known. It was recalled that River Stour Boating CIC gave some of its closing funds to RST "on the condition that the money is to be used solely for the building and maintenance of jetties and similar structures on the navigable Essex & Suffolk River Stour."

5. Health & Safety

- Policy has been updated and no major changes e.g. 'PPE is available' changed to 'PPE is provided'. Council **AGREED** the updated policy.
- Trusty has small dent which is being investigated but repair might cause
- Trailer wheel incident report is saved on file at the office. It has been investigated with recommendations noted.

6. Environmental – no report

- Policy to be reviewed and updated. **ACTION: SD**

7. AOB

- a) **Policy review** – Safeguarding, Equality and Diversity policy to be reviewed and updated. **ACTION: SD**
- b) **Multi-party meetings** – This was focussed on the bank breach works and the minutes are noted.
- c) **Training** – Andre Phasey welcomes a joint SBO/DVB training group to progress our requirement for assessors. He has offered an Instructors Course to essentially assess our nominated assessors. **ACTION: JL, KT, SD to meet and agree what we need and want to achieve from our training programme.**

8. Next meeting: Tuesday 21st January 2025, 2pm – via Zoom