

HISTORIC NARROW BOAT OWNERS CLUB
Minutes of the Committee Meeting held on Saturday 7th January 2012
at 9 Chandlers Drive, Amington, Tamworth, B77 4NY starting at 11.00 am

PRESENT WERE: Phil Prettyman (Chairman), Richard Booth, George Boyle, Sue Cawson, Jim Cook, David Daines, Sandra Green, Mike Harrison, Martin Jiggins (until & including item 17.1), David Lowe, Ros Prettyman, Val Roberts, Alison Smedley, Rupert Smedley and Laura Sturrock.

Margaret Booth and Sarah Hale were in attendance.

1. Apologies and Welcome

Apologies had been received from Steve Harmer, Iain MacTavish, Norman Mitchell and Viv Scragg. Apologies had also been received from Clair Butler and Bernard Hales who would have been in attendance.

2. Approval of Minutes of the Previous Meeting

The minutes of the meeting held on 19th November 2011 were accepted as an accurate record of the meeting.

3. Chairman's Report

3.1 Phil reported that there had been no updates about the Canal and River Trust since the last meeting, other than everyone having received a letter from Tony Hales on 22nd December with an update from the Trustees, and information having come out about the election process for the 4 boaters places on the CRT Council. There was discussion about this process. Member Alan Fincher is standing and had approached the Club about whether we would publicly support him but in fact has since decided that part of his manifesto is that he isn't being put up by any organisation. IWA has suggested 4 candidates that should be supported. CBOA will be suggesting people who have expressed support for freight. It was agreed that HNBOC should put forward Sue Cawson as our officially nominated representative, with a letter to go to all members to ask them to use their first preference vote to vote for her. Voting will be through a single transferable vote system. Voting dates are 8th Feb to 9th March. The letter will go in with the mailing to members about the constitution.

3.2 Regional Partnerships were also discussed. Applications are currently being sought for chairmen for some of the regional partnerships. There was a feeling that these local partnerships are likely to achieve more than the national council. Phil will apply for membership of the Central Shires local partnership and is also interested in being involved at a national level with the heritage sub group.

3.3 IWA is organizing a Waterway Societies' workshop on 18th February in central Birmingham which will be of relevance to all organisations who will have to work with the new Trust. Sue Cawson will attend on behalf of the Club.

4. Secretary's Report

4.1 Alison had received the IWA Insurance Renewal and had forwarded it to Laura. When the insurance certificate for 2012 arrives Alison will scan it and send it to all who need it (Ros, Laura, Clair, Val).

5. Treasurer's Report

5.1 Laura reported that the account balances stood as follows:

£12558 Santander

£ 3849 Natwest Current account

5.2 Laura had circulated the end of year accounts for a 13 month period to end November 2011. These were submitted to David Turner before Christmas who is now working on them. Laura noted that two significant changes in recent years (increase in membership and the success of the shop) have led to the large amount of funds currently held by the Club. This gives the Club a sound position with which to approach the new changes that are to come to the

waterways. Laura noted that shop sales are now accounted for separately and Laura is confident that the Club does not need to pay corporation tax this year. If shop sales continue to rise the Club could become liable for this in the future.

5.3 Laura was thanked for her hard work on the accounts since she took over as Treasurer.

6. Club Constitution

6.1 Alison had circulated a further draft of the proposed revised constitution for approval which was discussed. A few further minor changes were incorporated and this will form the version that will go out to members in advance of the AGM, with a view to it being approved at the AGM.

6.2 It was agreed that the change of name should be considered as one issue, with all the other changes to the constitution being taken as another issue, and proposed membership categories as a third issue.

6.3 It was agreed that the new joint membership category should be for “2 adults with the same nominated address” instead of “2 adults living at the same address” to get round people living on boats and having a different postal address, or two people living at different addresses but wishing to take out joint membership.

6.4 The mailing to members will consist of: a covering letter from Phil (explaining the background as to why these changes are needed, and also explaining who can vote on what and why, and that people will have to collect their voting cards from David Daines before the meeting starts), a copy of the proposed new constitution, the AGM agenda, and the letter asking members to vote for Sue Cawson in the CRT Council elections. The mailing will need to be with members 28 days before AGM but we will aim for the end of January. Mike and Val offered to do the printing, collating and sending. All documents to be circulated to committee for discussion and approval, and then sent to Mike and Val for printing. David Daines will send address labels to Mike and Val.

6.5 At the AGM members will be issued with voting cards, one per membership, in one colour card if they own an eligible historic boat and a different colour card if they do not, as only the former will be able to vote on changes to the name and the constitution. At start of the AGM Phil will check that everyone has collected their voting cards.

6.6 If the change of name is approved, the logo will need to be redesigned with the new letters. Sandra Green offered to update the logo to read HNBC instead of NBOC. The typeface is playbill. The membership form will also need to be changed to reflect a change of name and also change of membership categories. David said more info was needed on the revised membership form. This will need to be discussed at the May committee, assuming any or all of the changes get approved by the AGM.

7. AGM Arrangements

7.1 John Dodwell had confirmed that he and Jane Cotton would represent the CRT’s Transition Trustees at the AGM. Timings for the boat trip were discussed: Suggest that they park at the bottom of Napton at 11am and walk up 2 or 3 locks where *Stanton* will be waiting. They will be taken down the last 2 locks, along to the winding hole and return moor at the bottom of the locks. Peter will steer, Laura will see to refreshments and Ros will be on board to chat to the guests. Sarah will be on the bank to take photos for publicity purposes.

7.2 At 2pm when the meeting starts, John will speak about the benefits of the switch from BW to CRT; the Council and Governance arrangements; funding/money/costs; how people can volunteer. Jane will speak about what attracted her to become a trustee; her experiences as a trustee; how Oxfam motivates volunteers; and pay policy (as Jane will head the CRT Remuneration Committee).

7.3 Questions have started to come in from members following the request in the last newsletter. Val has received 2 questions from members which she has forwarded to John Dodwell. Alison will collate questions for the meeting. A time limit is to be put on the question session, and questions will start with the ones submitted in advance, then opened up from the floor.

7.4 Timetable for the afternoon:

2.00pm Address by John Dodwell and Jane Cotton, Transitional Trustees for the Canal and River Trust

2.30pm Questions for the Transitional Trustees (including those submitted in advance)
3.00pm Refreshment break
3.45pm AGM starts

7.5 Alison mentioned that nominations were required for the posts due for election (Treasurer, Archivist, Kennet and Avon Rep, Yorkshire Rep, South East Rep) and suggested that the two additional posts under 6f) should be Boating Issues and Press Officer. This was agreed.

8. Keay and Hemelryk Awards

8.1 Only one nomination had been received for the Keay Award and it was therefore agreed that it will be awarded to *Walton*, restored by Adrian Polglaze at Malkins Bank.

8.2 7 nominations had been received for the Hemelryk Award but 2 of these were subsequently withdrawn. *Cedar*, *Stanton*, *GWR 65*, *Perch* and *Emu* were considered against the scoring criteria. As a result of this it was agreed that the Hemelryk Award will be awarded to *Emu*. Photos will be needed of both boats for press opportunities.

8.3 Sue Cawson will advise Adrian Polglaze and Michael Pinnock to ensure they will be at AGM. Sue will find out when the launch of *Walton* is due to take place as this might be an alternative opportunity to present the Keay award, in advance of the AGM. Alison will contact Chris Collins/Steve Pike and Mary Gibby (last year's recipients) to request the return of trophies.

8.4 It was agreed that the scoring criteria for these two awards should be re-worked before next year by a sub committee of 3 or 4 people.

9. Easter Gathering at Droitwich

9.1 Phil reported that plans were progressing well for the Easter Gathering at Droitwich and the basic framework for Easter is in place. A small group of committee members (Phil, Val, Mike, Sue and Ros) visited Droitwich to meet Councillor Pam Davey who showed them around the basin and the town centre. She is helping with various aspects of the event including hiring the Working Mens Club (WMC). The dispute that has come to light between Droitwich town council and the Worcester, Birmingham and Droitwich Canal Society (WBDCS) should not affect us. WBDCS understands that we were unaware of this issue and wish us well for our event.

9.2 The programme is currently looking like:

- Friday evening, WMC - talk on restoration of Droitwich canals and/or history of Droitwich
- Sat afternoon, TIC will organise a guided tour of the town at 2pm on Saturday 7 April 2012 @ £2 per person, followed by film show
- Sat evening - ghost walk, members' choice of pubs/restaurants
- Sunday afternoon, WMC - Tat auction and more films
- Sunday evening, WMC - quiz
- Monday morning, St Andrew's Church – organ recital by David Lowe, 11am. David to contact the church.

9.3 Phil is due to meet Chris Stanley (BW consultant/contractor) at Droitwich on 16th January to discuss what's required. Sue will also go. We probably need to hire an elsan disposal tank. Cost of this was agreed. Phil will chase Pamela Davey for decision about parking for motor caravans in the former Droitwich Canal Trust compound.

9.4 Phil is due to attend a committee meeting of the WMC where he will clarify costs and talk about them getting some real ale in. The Steward at WMC has confirmed that storage of our shop stock would not be a problem and there was a clear indication that they will welcome the numbers we'll bring. They have also suggested that our members would be welcome at the WMC at any time on production of an HNBOC membership card.

9.5 Ros will complete the booking form and risk assessment, and will inform the fire police and ambulance. Jim Cook offered to be designated First Aider for the event. The boat booking form will go in with the next newsletter, with completed forms to be sent to Mike Harrison. It was agreed that a plaque should be produced, with boaters able to request a plaque in the booking form. Sue Cawson agreed to be harbourmaster. The TIC will put together a boaters welcome. Prize for the quiz required, can be bought from nearby supermarket during weekend.

10. Membership Secretary's Report

10.1 David Daines had emailed a report. As at 4th January there were 471 members, including 5 Exchange & 2 Honorary. At time of last meeting 468 inclusive. Of paying members 299 are non SO and 165 are paid by SO. For interest, of the current membership, 270 are 'Full' members, 175 are 'Associate', 23 are 'Working Boat' and 3 are 'Honorary'. Of the current membership, 90 are recorded as 'Mr & Mrs' and a further 34 members have a partner who does not share their surname. So far, as at 5th January, out of about 144 January renewals originally due, there are 49 still outstanding.

10.2 The following new members were approved:

Malcolm Edwards MBE	[Becky]	1655 WB
Jeannette Smith	N/A	1656
Henry Monk	N/A	1657 WB*
Mark Parker	Poly	1658

*Henry is the eldest son of Jack Monk and worked at times with his father.

10.3 The committee was sorry to have to record the death of Club member and friend, Tony Burnip. David reported that Jan Burnip has written, and has renewed the membership in her own right.

10.4 Once again a very generous donation of £50 had been received from Mike Woodhouse, received with his membership renewal. David has written in thanks.

10.5 David apologised for an oversight when updating Richard Cox's membership renewal which resulted in him not receiving any newsletters since April. This has now been resolved.

10.6 David noted that the 'Address and Boat lists' on the Club website were not updated with the new editions he sent out on the 6th of December. He has now (1st Jan.) sent out the January edition. David wondered whether this is a task he could carry out himself, when he makes up the list each month. Ros explained that the problem is because due to a temporary problem she cannot upload the lists to the website and she has to forward it to Steve Wood to do it. Steve is working on resolving this problem. In the meantime, David will copy Steve in when he circulates lists to the committee.

11. Newsletter Editor's Report

11.1 Val had emailed a report. She put 8 extra pages in 2011/4 which was a Christmas bumper issue (as agreed at committee). This increased the printing cost by £81.00 to £590.00 as against £509.00 for a standard 32 page issue. (4 extra pages are £67.00). Val put the whole lot under a press to flatten them for 24 hours and then they all went by standard 2nd class post.

11.2 The printer advises that he will need to increase price for next year. There has been no increase for last two years. For 2012: 600 copies Standard 32 pages + colour cover will be £519 – an increase of £10 which seems very reasonable. Each extra 4 pages will be £48.00. So four extra pages will actually be cheaper than at present! This is because of the printer now has a new machine which should increase printing costs. However, he has agreed to print for us at same price as regular printing (as it's easier for him). An additional advantage will be that we can have the covers printed individually – so Val will now be able to use a topical picture. He came up with this idea when Val asked for his suggestion how to get round the problem of the possible Club name change part way through the year. 2011/4 had the last of the regular printed covers with the inside pages printed on the new machine. Everyone agreed that the print quality is much better.

11.3 Next press date for 2012/1 is 6th February. Insertions will include the booking form for Droitwich Easter Gathering.

11.4 Val suggested buying 3000 stamps before next price increase and everyone agreed that she should do this.

11.5 Val has received the Marine Heritage Trust logo from Bernard Hales.

- 11.6 Val still needs some more 'Know Your Committee' articles, from: Steve Harmer, Norman Mitchell, Sandra Green, Jim Cook, Sarah Hale
- 11.7 David Lowe offered to compile a list of 2012 events. Everyone to send details (including contact/booking details) of 2012 events to David, who will then send the list to Val for newsletter and Ros for website.

12. Archivist's Report

Richard reported that he was keeping up with numerous enquiries that he is receiving.

13. Publicity Report

- 13.1 Phil, Sarah and Alison had a sub meeting prior to the main meeting to discuss press strategy and a job description for a press officer. Phil will type up and circulate a draft job description. The primary aim is to promote the aims and objectives of the Club. A budget should be available for purchasing magazines and newspapers as appropriate. Sarah will report to committee meetings with a round up of what press coverage, with reference to historic boats or our interests in waterways press, and to do with the waterways in national media. Press releases to be drawn up about events (eg Droitwich, after the event). Promoting image of historic boat ownership and the club itself. Co-ordinating response on Club's behalf of issues that get raised, eg adverse comments of working boats etc. Generate/promote awareness of the club's archive. Certain degree of discretion on certain issues (eg Hurlleston). Building network and relationships/other people in organisations. Working with CRT's press officer. Sarah will keep list of publications and their press dates, etc.
- 13.2 This raised the issue of job descriptions for the other committee posts. Some of these were written some years ago. Membership Secretary been regularly updated but others have not been, or were not written in the first place. Alison will circulate those that were written and this will be discussed at a future meeting.

14. Website

- 14.1 Ros reported that she recently discovered 56 messages dating from several months ago waiting on the website. Some are being dealt with by Sue, some by Steve and some by Ros. Where there are general enquiries, Ros has replied with membership forms. David Daines noted that one of the queries from August was about the historic boat discount. Phil suggested that once CRT was in place this is something that should be raised with the Trustees. Ros will circulate some stats showing recent usage.

15. Club Shop

- 15.1 Clair Butler had reported by email. She asked for a decision to be made on design and quantity of Christmas cards for this year, so that Val can pursue joint printing with the Friends of the Cromford Canal. Clair reported that 369 packs were sold in 2011. In stock there are approximately 391 packs of cards left. The mixed packs were the most popular last year. Clair would like 2 new designs as previous years' cards can be used up in the mixed packs. Some designs were considered and Val will liaise with Clair.
- 15.2 In December Clair sold 58 packs of cards (postal order & local orders). These will show in next year's accounts. She had orders from 2 people who had carried out internet searches for canal Christmas cards. One couple came and collected them when they were driving from Suffolk to Chester. They came for 4 packs but ended up buying 11 packs.
- 15.3 Sales at the November meeting in Braunston: 62 packs cards, 2 Clegg maps, books totaled £248.30, which includes £64.95 from books donated by the Grundy family.
- 15.4 Concerning the IWA Insurance, Clair had the following queries: What amount of cash are we covered for, and are we covered if stolen at any point before it is banked. Are the trophies covered in recipients houses? If we needed to increase the figure for replacement of outdoor equipment, would it cause a problem for this year? The replacement value of the outdoor equipment was discussed and agreed it is probably more like £2000 rather than £1060. It was agreed that Alison should refer these queries to Neil Edwards at IWA Head Office.

[Post meeting note: Alison spoke to Neil Edwards who confirmed the following: £1500 is the general limit for cash, eg on its way to the bank, but this is limited to £500 cash in someone's home or boat. However, this is cash only, not cheques, which are covered up to £500k. IWA can increase the value of the outdoor equipment to £2000 without a further premium. It is recommended that we keep invoices from purchases, but they will pay out on replacement cost invoices. The trophies are covered in recipient's homes, but the policy has an excess of £250 so they won't be worth claiming for unless lost along with sales stock/outdoor equipment. The Schedule when it arrives will still show original figures but the increased figure is effective from 12/1/12.]

16. Boating Issues

- 16.1 Sue reported that she has been dealing with various issues eg Ribble Link, etc.
- 16.2 David Lowe has been invited to a meeting called by Phil Spencer on 10th January at Hatton to discuss high level strategy for water supply issues.
- 16.3 BW have installed temporary handrails on a lock tail bridge at Fradley, and also at Stourport, following a drowning at Stourport last year. It is understood that they propose installing handrails on quite a few of these bridges on the Staffs & Worcs and Trent and Mersey. It was agreed that the Club should make contact with the relevant BW Heritage Officer in order to start a dialogue with them about the design of the handrails in order to reduce any different risks being introduced as well as ensuring that the design of the new handrails is in keeping with the historic structure. Where any of these are on split bridges we would want a corresponding split in the handrails. Rupert/Alison to contact Central Shires Heritage Officer re T&M; Ros/Phil to contact WM Heritage Officer re S&W.
- 16.4 There are continuing concerns over a lack of rainfall and lack of water supply, particularly in the south. It was felt that if BW dredged the reservoirs they would hold considerably more water.

17. Area Representative Reports

- 17.1 **South East** - David Daines reported that a meeting was held this morning at Bulbourne to advise boaters that BW are stanking off the Tring Summit to allow the summit to drop in level for next couple of months. From Newground Bridge to Cowroast Lock (which will be locked) will be kept in water (including the marina). It was agreed that Martin as area rep should ask BW why a stoppage notice wasn't issued giving prior warning. There was also concern over how long the summit might be kept at the lower level.

Martin Jiggins reported that the Aylesbury Arm has been dredged but apparently not very well. Martin has heard that BW's London office is moving to Milton Keynes and BW are going to try to take back the toll house at Little Venice to use as a small office.
- 17.2 **South Wales & Severn** - No report from Norman Mitchell. David Lowe noted that there is some agitation about dredging taking place in Gloucester Docks. CBOA are due to have a meeting with the canal manager and dredging contractor.
- 17.3 **West Midlands** - BW are to be congratulated on their management of water supply in the area given the water shortages this summer and the situation with Chasewater Reservoir.
- 17.4 **Central Shires** - Rupert went through Knypersley recently and noted that it was full. Rudyard is also filling up. On a recent walk along the Caldon Canal in Birches Head (Stoke on Trent), Rupert and Alison discovered that contractors had been dredging in an area where there are known to be historic wooden boats sunk. The local canal trust has raised the issue with the BW Heritage Advisor who was apologetic. The contractors should have stopped work as soon as they discovered anything and they are being spoken to. BW Heritage Advisor is keen for the wooden and iron remains to be photographed and recorded and then put back in the water. This could be something the Club could get involved with.
- 17.5 **East Midlands** - Mike had heard that there is to be a stoppage at Stret Lock in November 2012. Mike will contact Sean McGinley to find out what they are planning to do. The Chesterfield Canal Trust are looking into the possibility of re instating the Historic Dry Dock in Retford. It was agreed that we should support this, either by

writing a letter of support or financially if felt appropriate.

- 17.6 **Fens** - Jim reported that he has now established contact with GOBA. There are problems in Cambridge between local residents and residential boaters.
- 17.7 **Kennet & Avon** - No report.
- 17.8 **London** - Sandra Green reported that the mooring issue has gone quiet since Sally Ash said BW would work with local councils on it. The Olympics was discussed. Boat movements will be very restricted. It is understood that a number of historic boats will be taking part in the Queen's Jubilee Pageant.
- 17.9 **Manchester & Pennine** - George Boyle had reported that there is plenty of water in the Manchester and Pennine area following recent rain. At Whaley Bridge BW have blocked the road access to the wharf using huge boulders positioned by crane. This is the only wharf on the Upper Peak Forest suitable for loading boats. BW have variously claimed it is to stop illegal car parking on their land or to stop unauthorised craning of boats. When challenged by a local coal boat operator, BW management stated that the operator would have to contact the estates department to negotiate a fee for use of the wharf.
- 17.10 **North East** – Richard had forwarded a query to David Lowe about an issue with boats coming into Keadby Lock, which is operated based on tidal times, but these days only during working hours.
- 17.11 **North Wales & Border** - No report. Still waiting for a meeting to be set up with Wendy Capelle about Hurleston. Phil will speak to Iain about some dates. Sue will also attend the meeting.
- 17.12 **North West** - No report.

18. Matters Arising from Previous Meetings not already covered

- 18.1 Regarding the £50 donation from Mike Woodhouse, as reported in Membership Secretary's Report above, David Daines noted that Mike has been giving this donation for several years now and although David always writes to thank him, it was felt that a letter from Phil would also be a good idea. David will check how many years this donation has been received and advise Phil accordingly.

19. Any Other Business - there was no other business.

20. Date and Venue of Next Committee Meetings

- 3rd March – 10am and 2pm AGM – Napton Village Hall
- 12th May – 11am – Hazelhurst Cottage, Denford
- 14th July – 11am – Farnham
- 15th September – 11am – Horsley Woodhouse
- 3rd or 17th November – 10am – Napton or Braunston (Braunston booked for 17 November and Napton booked for 3 November 2012)

The meeting closed at 5.30pm.

Alison Smedley
Secretary