COTSWOLD CANALS TRUST (CCT) MINUTES OF TRUST COUNCIL MEETING

Wednesday 1st June Brimscombe Port 7.30pm

EDITED FOR PUBLICATION

Attending Council Members: Jim White (JW), Trudy Ayre (TA), Val Kirby (VK), Robin Payne (RP) John Newton (JN), Ken Bailey (KBa), Steve Pickover (SP), Mike Hynd (MH)

In Attendance: Ken Burgin CEO

Justine Hopkins (JH) Minutes

Min Ref.	Min No.	Detail	Action
C6.16	1	Welcome & Apologies JW welcomed everyone. Apologies from Jack Telling, Pat Swift, Alan Jones, John Allan & Lois Francis	
C6.16	2	Notification of any conflicts of interest None	
C6.16	3	Approval of Minutes from last meeting a) From the last Trust Council Meeting–Wednesday 4 th May. JN-C5.16.13 Communications Strategy-It was also agreed any newsworthy items agreed at a Trust Council meeting could be forwarded more immediately to the central news database (via JW and Ian Smith). SP-C5.16.16 Reports-Steve Pickover has submitted his report. The minutes were then approved: Proposed JN, Seconded MH, All in favour	ЭН
C6.16	4	Matters Arising from previous minutes C4.16.15 Away Day-JN has now reviewed and prioritised the agenda	JN
		items and will e-mail it out next week. Can we put it on the agenda for the	
		July meeting.	JH
C6.16	5	 Urgent Business Notified in Advance Barclays Bank Changes-TA-A meeting has been held with Sarah Bell-Hartley, our new allocated Barclays Account Manager. CCT need to update our mandate. TA Proposed that we add Jim White as a signatory (already TA, JT & KBu). Names to come off are: Liz Payne, Sharon Eastwood, Bruce Hall, Des Pinnock & Maureen Poulton. It has all now been tidied up. Seconded SP, all in favour. Also Barclays require all Trustees, who are not signatories, to fill in a 	
		personal details form and take it into a Barclays Branch with a form of ID. We will be doing the same exercise for the Trading Company.	ALL
C6.16	6	Salary Review	TA
C6.16	7	Health & Safety a) Update & Accident Reports Nothing to report on our canal. A discussion ensued regarding safe use of machinery after RP heard about an accident in Cirencester where the driver fell from an Excavator. MH will ask our safety officer to check we are in-line.	мн
C6.16	8	Chief Executive's Report KBu discussed his circulated report.	

		 The Gough's Orchard water feed application for the abstraction license is now with the EA in SVCC's name. The planning application will hopefully be determined soon Water Transfer is looking very interesting There is a problem between SDC Asset Management Team, and the SDC Canal Project Team regarding tipping. KBu has sent an e-mail saying that CCT's activities would have been with SDC permission KBu asked if Belveder Mews (GCC) is sorted? JW-no news KBu-Western Depot land-Had a meeting with GCC and Neville Nelder, GCC are proposing to send a letter offering a 10-15 year lease based on new paperwork KBu asked them for a copy of the paperwork they hold and have not heard anything back 	
C6.16	9	Treasurer's Report	
		 a) Financial Report-TA discussed her circulated report. She wanted to record her thanks to Anna & Alan Watts for the hard work they have done in opening the book shop which is bringing in a healthy amount. JW asked if it would be easier to change the date of the TC meeting if the 1st Wednesday falls very early in the month? TA-Yes, but may result in a third board meeting in a single day for KBu if it were on the 2nd Wednesday Nothing new for the restoration appeal The report is now showing the increased level of reserves so general fund is looking low again but happy with this as reserves are in place. The auditors have been told and are happy with the increased levels 	ТА/ЈТ
CC 16	10	Dhase 1D ULF Did Undate	
C6.16	10	Phase 1B HLF Bid Update VK discussed her circulated report and the recommended actions. • TA asked if the HLF offered encouragement? VK-Yes they did and we explained in more detail to them why we had not progressed more fully with the unresolved planning approvals and landownership issues. We would need flood risk assessments, protected species surveys, etc. which are not feasible until we have the money to pay for them and some are needed within 12 months of development. • Ecotricity- If still unresolved we can withdraw our bid in March. JW – Thanks to VK, is she happy to carry on with the new bid? Yes, so should look to have it complete by the end of September and have the whole bid ready by the end of October. We will deal with Nerys Watts again. It is recommended that Cotswold Canals Trust Council: • Agree to continue as the lead partner for the project 'Stroudwater Navigation Complete and Connected (Cotswold Canals Phase 1B)', with a view to submitting a revised bid to the HLF on or before 30 th November 2016 • Asks VK to convene a planning group to lead on the work that has to be done (for direction of travel, see attached report of 23 rd May meeting) VK Proposed the above, TA Seconded, All in favour	
C6.16	11	Weymoor Bridge Project	
		Andrew Mirams has sent through his report which was circulated. John Secker was doing survey work at Weymoor Bridge over the Bank Holiday weekend.	
C6.16	12	H4H Project-Ryeford Causeway	
		Progressing slowly. CCT team has stepped up. This is the second week and there are 4 people (15 originally a maximum) with the Supervisor and Leader. Sarah Brice (C&RT) is worried that there will not be any more so would we	

		be interested in having some students from Hartbury college to help. Mike Lee to discuss with Sarah Brice. Also she is having a meeting with David Groom to discuss volunteering.	
C6.16	13	Ham Mill Landslip Survey has now been completed by John Beatty, progressing. JT sent a report saying that Neil Edwards (CCT IWA Insurance) is still pressing our insurers to pay out under the Contract Works section.	
C6.16	14	Communications Strategy Review JN-A meeting is planned with Ian Smith, Clive Field, David Pagett. Can be taken off the agenda.	ЭН
C6.16	15	CCT to ask SVCC to purchase a work boat currently based at Saul JW & RP have looked at a work boat and measured it. It is an old BW one, 36ft x 6'10 and in a suitable condition. It is for the dredging team, to hold the hydraulic power pack and the suction pump to pump silt on to the bankJN-Where is the project proposal? We need to have a structured proposal form. JN has drafted a copy which he will circulate after the meeting. SVCC will be asked to purchase and they have a Board meeting next Wednesday. JN will help RP to complete the proposal and have it to SVCC in time for their meeting. VK-CCT accept that we are interested and will test out JN project proposal form. If the above is acceptable and as an urgent decision may be needed, it can go to Exco by e-mail. Action: JN to circulate form tomorrow and involve RP & SP.	JN/RP /SP
C6.16	16	Phase 1A Volunteers Section a) Bowbridge Lock – WRG worked on the bottom wall b) Ham Mill Lock – Finished, take off agenda c) Dredging-Tested new pump, the layflat outlet pipe kinked so invested in a flexible pipe. It all worked very well, got to somehow slow down the silt running back down the bank, looking into nicospan and poles. RP looking into.	JH RP
C6.16	17	Reports: 1. SDC Meeting-Meeting not held 2. Membership – see circulated report. Vote in new & life members: JN Proposed, KBa Seconded, All in favour. 3. Planning-Nothing to report 4. Construction Board report- CAG meeting notes are on Connect 5. Maintenance Matters-SP submitted his report-as attached	NF.
C6.16	18	Any Other Urgent Business None	
C6.16	19	Date of Next Meeting Wednesday 6 th July at Down Ampney Village Hall 7.30pm Date of AGM Saturday 8 th October at Lechlade Memorial Hall The meeting closed at 10.05 pm	