

		<p>more time for a substantive Treasurer to be elected.</p> <ul style="list-style-type: none"> • Proposal to forward Draft TC minutes to Ian Smith-JN proposed that the minutes go to Ian Smith (Phase 1B HLF Bid Press Officer) before they are finalised for him to dig out any news worthy items. It was discussed and agreed that it was not appropriate. All members agreed to feed any news items as they appear. Proposal rejected. • Alex Farm Lease Renewal-JT reported that the draft lease has been received and is all as agreed (JT will sign). • New Team Leaders-Ron Kerby has sent through a list of Team Leaders (as attached). JH will update list and e-mail out. Proposed MH, Seconded SP, All in favour. MH will arrange appropriate training. KBU suggested approaching Sarah Brice at C&RT as they may help with funding for such courses. 	<p>JT JH MH</p>
C9.16	6	<p>Health & Safety-Update & Accident Reports</p> <p>MH-There has been a serious incident on the Wilts & Berks which is under HSE investigation. The wall at the end of a lock has collapsed. More information to follow when available. JW has written to Chris Coyle on behalf of the Trust.</p> <p>If Mike Jones retires SP knows a new person called Steve Coles who may help with H&S. It was thought that Mike Jones retirement might increase his availability to assist the Trust.</p>	
C9.16	7	<p>Annual Report & Accounts 2015/16</p> <p>TA has forwarded the Accounts to everyone, there are still a few minor changes and we are waiting for the SVCC accounts to be approved next week. AJ,MH,JW,RP,JT,TA have all approved by e-mail. TA has not heard from Trustees not attending this meeting.</p> <p>TA discussed the Management Letter from the auditors (Little & Co) to the Trustees and the Letter of Representation (which must be signed by two Trustees and returned to the auditors) and the actions for the Trustees to note. She also reminded Trustees of their responsibilities when approving the accounts.</p> <p>JT discussed changes to the Annual Report.</p> <p>TA Proposed that Council receive and approve the Annual Accounts, subject to minor amendments, and authorises JW and one other Trustee to sign on behalf of Council.</p> <p>Seconded SP. All in favour.</p> <p>Trading Company accounts have all been agreed.</p> <p>From now on the Chairman will be referred to as the Chair.</p> <p>JW expressed his thanks to TA & JT for all their hard work on the Annual Report & Accounts.</p>	
C9.16	8	<p>Trust Administrators</p> <p>It was noted that:</p> <ul style="list-style-type: none"> • Karen Bingle has resigned from her post as part-time Assistant Administrator and left our employment on 8th August • Justine Hopkins, on the 1st September, gave a months notice that she will be resigning her full-time position as Trust Administrator • Justine is willing to continue in a part-time capacity for up to 15 hours per week • The post of full-time Administrator has been advertised in the local press and 80 applications have been received. <p>Applicants have been shortlisted and interviews will be next week. The interviewing panel will be TA,PS & Clive Field. In the event of a member of</p>	

		<p>the panel being unavailable a member of ExCo to substitute.</p> <p>JT wanted it noted that there is increased pressure on the office including complaints from members of the public who assume CCT has responsibility for the maintenance & operation of the canal whereas these are often SVCC's or other canal owners responsibilities.</p> <p>JH has received an offer of temporary help in the office one day a week. It was agreed a pay scale the same as Karen Bingle. TA Proposed, AJ Seconded, All in favour.</p>	
C9.16	9	<p>Chief Executive's Report</p> <p>KBu discussed his circulated report</p> <ul style="list-style-type: none"> • Also enclosed is an 'Environmental Permit Management System' which KBu has written as it was needed to be able to submit the permit application. This will need to be distributed to all Team Leaders. This is a management system and suggested improvements are welcome. Action: MH to forward to all Team Leaders. • Dumping at Ryeford All imported waste must be agreed through SVCC (unless virgin clay or bought materials). AJ discussed the need for hundreds of tonnes of backfill material for Ryeford and not much time to source it. SP is looking into some virgin clay at Frampton and will e-mail KBu. • Inglesham Lock-KBu to visit WRG's next week, MH has been to site recently. • GCC have said they intend to offer CCT a ten year lease on land at Western Depot. 	MH
C9.16	10	<p>Treasurer's Report</p> <p>TA discussed her circulated report. We have received a small legacy in Memory of the late Jane Otway. Book sales are increasing again and thanks must go to Anna & Alan Watts. We have £9100 restricted for the new trip boat.</p>	
C9.16	11	<p>Phase 1B HLF Bid Update</p> <p>To receive reports a) Summary Paper for Information b) Draft fundraising & PR Plan</p> <p>JW discussed VK's circulated report, fund raising and public relations plan, and recommendations. LF reported that Ron Kerby had called her to discuss the 'Hereford Bull replica TROW' which may be available, by means of a lease, to CCT. Concerns were expressed about the problems often experienced maintaining wooden boats. This will need a dedicated team to put together a plan and objective. LF has agreed to put together some educational ideas. Action: JW & JN to discuss with Ron Kerby. JW proposed Trust Council receives the reports, JN Seconded, All in favour.</p>	LF JW/JN
C9.16	12	<p>Weymoor Bridge Project</p> <p>KBu & MH-held a meeting with the South West Mining & Tunnelling company. They have recommended a way forward including re-pointing and using a suitable type of grout. Martin Thompson, WRG, has been informed. Need to find a cost effective solution. Other options being considered. The dimensions of the embankment are being looked at by John Sreeves.</p> <p>Summary</p> <ul style="list-style-type: none"> • MH to pursue the three options (ask WRG for their comments). • Need a meeting with Savills. • Also new Project Manager required urgently. 	MH

C9.16	13	Progress on Away Day Agreed Actions JN has circulated the action points agreed. There is a list of 15 items to follow up and manage. On-going.	
C9.16	14	Trust Chainsaw Policy A draft Paper written by John Maxted was received by Council and discussion carried forward to the next meeting. AJ said that he did not see the need for significant change in our policy but it is important that we receive value from volunteers we train. Action: AJ to e-mail John Maxted with ideas.	AJ
C9.16	15	Reports: <ol style="list-style-type: none"> 1. SDC Meeting-All discussed already 2. Membership – see circulated report. TA-Membership numbers have reduced due to database cleansing. 6 new members: All in favour. 3. Planning-New application by 'Go Bananas' at Ebley Mill. 4. Construction Board report- There was no CAG meeting in August. 5. Maintenance Matters-SP & AJ submitted reports. 	
C9.16	16	Any Other Urgent Business-None	
C9.16	17	Date of Next Meeting Wednesday 5 th October at Brimscombe Port 7.30pm Date of AGM: Saturday 8 th October new venue Bowmoor Sailing Club. The club is based at Bowmoor lake on the A417 between Lechlade and Fairford. Coming from Fairford it is about 1/4 mile on the right from the Shell garage on the corner of Whelford Road. The post code is GL7 3DT. The meeting closed at 10.15 pm	