

Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 11 January 2016

Present: Duncan McIntyre (Chairman), Douglas Robertson (Treasurer), Allan Melling (Vice Chairman), Pat McIntyre (Secretary), Lynne Nelson, Johnny Green, Gordon Hewit and Annie Lennon.

1. Chairman's Introduction – The Chairman opened the meeting and welcomed everyone along.

2. Apologies – Apologies from Barbara Mckenzie.

3. Adoption of Minutes from previous Meeting – Minutes proposed by Allan Melling and seconded by Lynne Nelson.

4. Correspondence received: Duncan had received an email which has been circulated to everyone from Carol Bell from Scottish Canals re cutting back of reeds, etc along the bank. We would help out by using Colin G. She is coming along on Wednesday to discuss this further.

5. External Meetings: Duncan attended the LCVG meeting this morning. Investment of £3m for improvement to paths, etc. was discussed.

6. Committee Reporting Structure:

Basin Care and Presentation:	Bob Ross
Boats:	Johnny Green
Chairman, Marketing, Winter Talks, Liaison with Scottish Canals, Lowland Canal Volunteer Group, New Members' mentor:	Duncan McIntyre
Driver Training and Licensing, Liaison MCA:	Mike Smith
Education and School Visits:	David Wood
External Funding:	Annie Lennon
External Talks:	TBA
Fun Day:	Lynne Nelson
Health & Safety, Weekend Drivers' Rota:	Gordon Hewit
Library and Archives:	
Midweek Drivers and Museum Rotas:	Jim Lonie
Liaison – SC Users Group, Town Management Group:	Stewart Liddle
LUCS Deacon:	Ken Denver
LUCS News, Annual Report:	Alan Hayes
Membership:	Dennis Franks
Museum Curator, Webmaster:	Elspeth Ross
Museum Sales:	Janette Nixon
Santa's Grotto:	Barbara Braithwaite & Martine Stead
Shore Registrar:	Edna Harper
Treasurer:	Douglas Robertson
Vice Chairman, Bookings:	
Premises:	Allan Melling

7. St Magdalene Replacement: This was started a few years ago when Mike Smith had spoken to Northwich Boats Company. It was decided to form a committee to deal with possible new boat purchase. Duncan has sent all information to Douglas Temple of SCA as to what needs to be done. Committee to consist of Johnny Green, Duncan McIntyre, Allan Melling, Gordon Hewit and Annie Lennon.

8. Conveners' Reports

Premises: (AM)

central heating boiler has been fixed. The problem was a faulty pump. The quayside has been repaired by Scottish Canals. The cabinet in the MGC has now been completed. The new webcam is up and running.

Marketing (DM)

The new leaflets have been printed and are due for delivery. These should contain our new price list for hiring boats for 2016/17. These will be distributed by Landmark. Duncan is attending a seminar on Cruise ships on 26th January at North Queensferry. The latest proposal is that they would come by coach to the town, visit various places of interest and then have a boat trip.

Tea Room:

The installation of a new sink unit for the tea room is still being investigated. The microwave oven needs to be replaced. Allan Melling to purchase new one. Christmas weekends were very successful in the tearoom.

Boats (JG)

The new gearbox is being installed in Victoria. She has been out of service for a month. Work has started on the work boat Lochrin. Individuals have been appointed as having responsibility for each boat – Gordon Hewit – Leamington, Ronnie Reis – St Magdalene, Allister Mackie – Victoria. All reporting to boat master Johnny Green. Johnny has received the MCA literature and is putting together a spreadsheet for checks and audits in place. Douglas Temple is happy with the condition of St Magdalene's hull. Leamington needs to be repainted. **ACTION JG**

Bookings (AM)

Allan reported that the prepayment project has been tested by using Paypal test account. We now have a specification laid out with Stuart McMartin and this is on schedule for the start of the season. We have received several bookings for St Magdalene. Falkirk Wheel cruises are now on the website. Seven gift vouchers have been sold. It was decided that bookings for the 2016 Christmas Lunch cruises be dealt with solely by John Mclauchlin.

Treasurer (DSR)

The following figures were given by Douglas.

The balance in the Bank of Scotland account is £57,919,03

Savings Account is £59,292.87

Douglas has donated a new phone to the Society for use on St Magdalene. He said that the accounts mention that new members of the committee need to be trained. Douglas to send this out to the committee. The key codes should be changed every few years and this should now be done. Allan Melling and Duncan to do this on Saturday. **ACTION DSR, DM AND AM**

Fun Day: (LN)

Lynne has contacted the police on the road closure. Forms have been completed for the Council. She needs to have a copy of the insurance certificate and will start contacting stallholders now.

ACTION LN

10. Any Other Competent Business:

Lochrin: Duncan spoke about repairs to the boat Lochrin from LCVG. Norman Foulner is project manager. This should be finished by March. It has been brought through here as we have the facilities for everyone to use.

Bluebell: During Christmas weekends Bluebell came through to help out as an extra boat. It was decided to make a donation of £70 to them. Douglas to do this.

Edinburgh Canal Fun Day: Duncan had a call from Edinburgh Canal Society asking if we could send through Victoria and Slateford to their open day on 18th June. It was decided to do this. Duncan to speak to Andy Devenport re insurance and possibility of St Magdalene attending.

St Magdalene Funding: Douglas spoke about funding from the Leader Project. Funds should be available at the end of March. We meet the criteria for funding for St Magdalene's replacement. Annie Lennon to take on external funding role.

Santa Cruises: Requests had been made for Santa to arrive by boat each day over the weekends. At present this only happens on the first day. It was decided that this should be changed to each day.

Health and Safety: Gordon Hewit to look at Health and Safety, First Aid training and first aid boxes at the basin.

ACTION DSR,DM, AL, GH

NEXT MEETING WILL BE AT 7.30 PM ON MONDAY 8 FEBRUARY 2016