



## LUCS Management Committee

Minutes – Tuesday 6<sup>th</sup> March 2012 (Amended)

**Present:** Bob Wigley (Chairman), Duncan McIntyre, Douglas Robertson (Treasurer), Elspeth Ross (Secretary), David Shirres.

### 1. Chairman's Introduction

- A request was made, as a result of the weakening voice of the Chairman, to direct all comments through the Chair in future.

### Meetings Attended:

- Lowland Canals Volunteer group on 1<sup>st</sup> March (EASL). The group is now formally constituted and will now be able to apply for external funding. They may then be able to refurbish the workboat 'Lochrin'. Decision to apply for charitable status has been deferred.

**Meetings Diary:** None

2. **Apologies:** John Aitken, Barbara McKenzie, Alan Melling, Stephen Nixon, Mike Smith, Catherine Smith.

### 3. Adoption of Minutes of meeting of 5<sup>th</sup> January 2012.

With amendment, page 2, Item 8, New Boat – Delete 'Build - <£10K'.  
Proposed DMcI, Seconded DR

### 4. DAM's

- 090212 – Replace speaker system, cables and microphone. **Agreed**  
**Action - Peter Nixon to be asked to purchase**

### 5. Victoria 40 Steam Weekend

- We may have to purchase a Public Entertainment Licence for event and for Fun Day.  
**Action – RCW to ask BMcK to investigate with WLC**
- DMcI and CG have had several meetings. Some details:
  - Chest, Heart and Stroke Foundation cycle event on the Sunday and towpath must be kept clear
  - 12 army cadets will help over the 2 days
  - Police to be notified re road closure, etc.
  - In discussion with Linton McBurnie re risk assessments
  - There may be a Clydesdale horse towing Alex Inglis
  - Brunch cruise to the aqueduct on the Sunday
- Publicity **Action – JA arranging publicity**

### 6. Actions from previous Minutes, Reports and Issues for following month

#### Bookings and Education (DAJS)

- Leamington charters. The first of the season was last Saturday.
- Room hire. Some groups over-run. **Action – Must make finishing time clear**
- Wedding party. Falkirk wheel will allow us to return over the wheel later than normal.
- Unusual booking requests. **Action – Agreed that DAJS can make decisions after consultation with Chairman**
- Wheel trips. No tickets issued. Crew will have a details and will collect cash/cheques.
- RCW will stand in for bookings if DAJS is unavailable.
- RCW has discussed with J Kerr the hire of St Magdalene and Victoria for the Rotary fundraising BBQ on 29<sup>th</sup> June. **Action 1 - Agreed we make no charge**  
**Action 2 – DAJS to make sure that boats are available**
- David Wood has requested that we have schools worksheets available for schools that fail to provide them. **Action 1 – Agreed. RCW contact David Wood re outcome**  
**Action 2 – Confirmation email to be changed to emphasise requirement for schools to provide own worksheets**



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### Treasurer (DR)

- Savings a/c £58654.37, Current a/c £30468.18.
- Liz Burrows' Solicitor has notified us that LUCS will receive a portion of her Estate.
- It was brought to the attention of the Committee that ER had discovered that Committee, in fact, ring-fenced £70000 and not £40000 for a replacement for St Magdalene.  
**Action 1 – ER will send details to Committee members**  
**Action 2 – DR will check with Accountant about the legal status of ring-fenced cash for an organisation such as LUCS**

### Boats and Driver training(MJS)

- New Boat. **Action – Agenda item for next meeting. How do we progress with 'Use of New Boat Fund' document?**
- Leader funding. DR informed us that, in order to comply with the grant conditions, we must be able to provide full details of any spending. Any money spent **before** granting of funding **cannot** be charged to the grant.
- We are losing two St Magdalene drivers, Jim Lonie and Gordon Barry. After discussion it was agreed that:  
**Actions**
  - **Jan C will produce a chart with details of aspiring drivers and the stage they are at in their training.**
  - **RCW will provide an up to date copy of chart to trainee drivers.**
  - **Trainees will be told that they are responsible for taking training forward.**
  - **Trainees will be 'buddied' with experienced drivers.**
- All drivers must wear LUCS badges. **Action – Reinforce at pre-season briefing**
- No information yet from CMD about new season
- Unclear whether ultrasonic gauging of hull is necessary. **Action – C/F MJS**
- CG is currently pricing new tables and chairs for St Magdalene. **Action – C/F**
- Leamington blinds. **Action – C/F Ken to order new blinds**

### Premises (DMcI)

- Driveway resurfacing. DMcI has had useful advice from Wm Edmonson of WLC. Three estimates have proven to be more expensive than originally stated.  
**Action – Agreed we go with Stonerigg Contracts Ltd (£5180 + VAT) as long as work will be completed before the start of the season**
- Chalet roof. 2 rolls of felt required to repair damage from 'Santa'.
- Tearoom will be cleaned this week
- Black shed. Sign to be updated.

### Tearoom (CS)

- WLC VSDF (tearoom central heating grant). Impact Evaluation completed by RCW and sent to David Murray. **Action – C/F DR to provide 2010 spreadsheet from for comparison**

### Marketing (JA)

- New leaflets. **Action – Final proof not yet seen**
- Website. Unfortunately, Judy Gray has decided to give up her roles as webmaster, [info@lucs.org.uk](mailto:info@lucs.org.uk), poster making and members name labels. She has agreed to continue laminating and printing posters.  
**Action 1 - JA has agreed to take on poster and name badge making**  
**Action 2 – Webmaster to be Agenda item for next meeting**
- Trips to Park Bistro. **Action – C/F JA**
- Bus parties. **Action – C/F JA**



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### IT(DR)

- DR has agreed to take on IT responsibilities.
- Purchase of PC for office.
- Networking.

**Action – C/F**

**Action – C/F**

### Workshop & Health & Safety (AM)

- Lifejackets. Jackets require to be rearmed.
- Hydrogel in first aid boxes.
- AM checking for cost effectiveness.

**Action – In hand**

**Action - C/F**

**Action - C/F**

### Museum (ER) - Nil

## 9. Correspondence received

- Request to use area in front of Canal Centre as a rendezvous during a charity walk on Sunday 1<sup>st</sup> April between 10 – 11pm.

**Action – Agreed, RCW to contact**

## 10. AOB

- CG has asked that BHG do not park at Canal Centre during the season. Request turned down since no obligation for LUCS members to park offsite.

## 11. Date of next meetings: Wednesday 4th April 2012 at 7.20 pm